

TRINITY LUTHERAN CHURCH  
Church Council Minutes  
April 20, 2021

MEMBERS PRESENT: Pastor Karri Anderson, Kim Anderson, Colleen Guilfoile, Terry Hogenson, Diane John, Cathy Johnson, David Johnson, Nancy Johnson, Pastor Terry Nordheim.

MEMBERS ABSENT: Rachel Carlson, Jim Jordal, Craig Martin, Leroy Mitchell, Katie Roche.

GUESTS: Dan Calhoun, Jeff Fuge, Sherry Holt, Twyla Mitchell, Russ Morris.

1. CALL TO ORDER: Called to order at 7:00 P.M. by David Johnson, President

2. DEVOTIONS: Colleen Guilfoile

3. APPROVAL OF THE AGENDA:

- New Item--Mike Leadholm wants an account set up for \$14,000+ for a scholarship fund to be earmarked and dedicated.
- New Item--Diane John wants to discuss the Depreciation Policy.
- MM by Colleen Guilfoile to approve the agenda with the new item additions. MS by Diane John. MP.

4. APPROVAL OF THE MARCH COUNCIL MINUTES:

- MM by Terry Hogenson to approve the March Council minutes. MS by Colleen Guilfoile. MP.

5. SENIOR PASTOR REPORT (MET UPDATE, ETC.)- Pastor Terry:

- The services are once again being held outdoors. The summer service times are under discussion as well as holding service indoors vs. outdoors.
- Pastor Terry said they are working on involving volunteers and service groups again to coordinate help for services.
- The Capital Improvement Task Force will meet with ELCA consultant, Anne Gerriets. There is a need to assess the challenges we will have with the building renovations post pandemic, and the Task Force meeting will take place before the Annual Meeting. The congregation will vote on a formal Building Committee at the Annual Meeting.
- Trinity will connect with Enerchange, and they will make energy saving recommendations to the church for the upcoming building renovations.
- Pastor Terry has ongoing contact with Mi Chi Lu. There are now seven churches in the group, and they are discussing their plans for reopening.
- Guatemala Gala-there is a virtual, spring fundraising GALA on May 2nd. The possibility of a Mission trip for the fall of 2021 or spring of 2022 was discussed.
- Hospital visitation is not allowed yet, but group homes are starting to allow visitation depending on cases of Covid-19.
- There is a lack of candidates for part-time Associate Pastors, so the MET Team has taken a pause and asked the Bishop about extending the interim call for Associate

Pastor for another year to keep Pastor Karri. The Executive Committee will bring a motion forward. David Johnson moved that the MET Team will be on hold-consensus was unanimous.

- MM by Diane John that the Trinity Church Council is extending the interim call to Pastor Karri Anderson for one year, effective April 21, 2021, as recommended by the MET Task Force. Compensation will be reviewed and adjusted by the Executive Committee and brought back to the Church Council. MS by Nancy Johnson. MP.

6. ASSOCIATE PASTOR REPORT-Pastor Karri:

- Community for Creation Care will be heading the highway cleanup for Trinity's Adopt a Highway program on County Rd. 9 and the Sunday service, all to celebrate and honor Earth Day.
- There is discussion for a new study at church dealing with issues of racism.
- Pastor Karri will be doing devotions for the Luther Seminary's "God Pause" online from May 24th-30th.

7. TREASURER REPORT-Monthly Financial Report-Diane John:

- Diane said she is resigning her position as Treasurer and on council. She is leaving at the end of the month on a mission trip to Texas to volunteer for the Tapestries of Life orphanage. A big, heartfelt thank you to Diane for her passion, commitment, and for the many hours of service as Treasurer and on other church committees concurrently.
- There was no Finance Meeting this month. The church is doing well in the first quarter.
  1. Budgeted Income: \$133,485.16
  2. Actual Income: \$141,074.49
  3. Budgeted Expenses: \$131,509.96
  4. Actual Expenses: \$126,404.35
  5. Budget Income Less Expense: \$1,975.20
  6. Actual Income Less Expense: \$14,670.14
- There is a gift of \$25,000 to Undesignated Funds, and the recommendation is that 50% be designated for the Performing Arts at Trinity, and that these funds along with matching funds would be intended as a supplement to the music program for some time to come in honor of the donor-she loved music.
- We have not used any of the Annuity or 2020 cash reserves.
- Trinity does not qualify for the current PPP.
- There is a Depreciation Policy written by Paul Ives.
- MM by Diane John that the Depreciation Policy written by Paul Ives and submitted to the council be accepted as written. MS by Colleen Guilfoile. MP.

OLD BUSINESS:

8. ReSTART COMMITTEE UPDATE/Letter to Council--Russ Morris:

- In late February, early March, the committee discussed how to return to indoor worship. Many people have strong wishes to meet indoors, but--
  1. There are set guidelines for indoor worship.

2. What are the circumstances that stop indoor worship?
  3. Suggestion was made to wait until after Easter to start indoor worship.
  4. For indoor worship, the new weekly cases in the county need to be less than eighty cases for two consecutive weeks and/or case positivity rate in the county less than 5%.
    - There was intense conversation following the April 11th indoor worship. There was not a consensus to discontinue indoor service, but the case numbers for Covid have gone up, so until case numbers go down, the services will be held outside going forward. Online service will continue as well. ReStart makes suggestions, but the Council and Staff make the final decisions.
9. EXTERNAL AUDIT vs. REVIEW ISSUE (Revisited)--(see attachments from Phil Deimel):
- There was discussion on the pros and cons of conducting an external audit. An external audit gives us a deeper look at policies, finds any discrepancies, and gives a higher assurance that finances are being properly handled. It would provide the church and staff protection in handling the finances as well as consistent, accessible, and more transparent ways of doing things. An audit goes into the system as opposed to a review, which does not.
  - Twyla Mitchell said that several members of the Finance Committee do not agree with the council doing an external audit because of the cost. She said that conducting a review is less expensive and would make sure there were enough safeguards in place to have sufficient accountability.
  - Phil Deimel sent out a comparative analysis of an external audit vs a review. After reviewing the document, it became more obvious that the audit would be a prudent thing to do.
  - The Synod also recommends an external audit, the Finance Committee recommended an external audit in 2019, and the Council's October 20, 2020 motion for an external audit was made, seconded, and passed and should move forward.
  - Diane recommended a firm to do the audit. She was quoted at about \$7, 500.
  - MM by Colleen Guilfoile to take money for the external audit from the Operational Reserve. MS by Nancy Johnson. MP.
10. 2021 ANNUAL MEETING UPDATE (Logistics/Elections--Ballot)--David:
- We need more council members. A blurb has been placed in the newsletter letting the congregation know there are council vacancies. That notice will run for another three weeks. Diane John's resignation as Treasurer for the remainder of 2021 was accepted.
  - MM by Nancy Johnson to have Sherry Holt fill the term of Treasurer until the May 23rd Annual Meeting when her name will be on the ballot for election. MS by Colleen Guilfoile. MP.
11. MUSIC PROGRAM TASK FORCE UPDATE--Kim:
- Dan Calhoun said the committee received one-hundred-seventeen survey responses. After reviewing them, they were able to identify a path forward for music in ministry. The

congregation feels a need for traditional and contemporary music in worship. The committee feels it has to meet those needs and have a willingness to be flexible and open to mix types of music in a service.

- Trinity needs a Music Director, not just a Choir Director, to coordinate an intentional music program that "speaks" to everyone with different types of music and worship.
- The Task Force acknowledges that Music Director candidates will drive the details. Whether that person plays the organ, directs the choir, or coordinates the entire program, their skills will help to decide if the position is full-time or part-time. Dan said it might be beneficial for the new Director of Music to be hired first, and that would help the Music Task Force know how to proceed in filling the other music vacancies and what skills are left to fill.
- The Music Task Force will be setting up a listening and feedback session with the congregation about the position of Music Director.

12. STAFF VACANCY ISSUES--Kim:

- Mindy Mader, Office Administrator, found another job where she can work part-time. We have a new Office Administrator, Rachel Molina-Hare. Mindy is coming in on Thursday to help Rachel with the transition. Thank you Mindy, and welcome Rachel. The email address and church phone number for Rachel, Office Administrator, will be the same.

13. CONSTITUTION REVISION UPDATE--Colleen Guilfoile:

- Coke said the committee has started in-person meetings for Q &A information sessions with members of the congregation. There are two Zoom meetings and two in-person meetings at church.
- The committee will meet the second week in May to talk about suggestions for changes and send the document to the Synod for approval. The committee will ask the council for a motion to approve any changes at the May meeting, with a thirty day notice to the congregation in advance of the special meeting and vote on June 27th. Terry Hogenson will present the motion to the council in May recommending the amended Constitution, By-Laws, and Continuing Resolutions.

14. BOY SCOUT INSURANCE REQUEST--Jeff Fuge:

- Jeff thanked Trinity for supporting the Boy Scout Troop. The Troop wants council authority to put Trinity's name on their new trailer and put the trailer on its property damage and collision insurance. The Boy Scouts would pick up any extra costs incurred by placing the trailer on Trinity's insurance schedule. The cost/value of the trailer is \$4,900.
- MM by Diane John to provide insurance coverage for the Boy Scout trailer pending finding the most recent, current charter document. The Scout Troop would be responsible for all costs associated with insurance coverage. MS by Terry Hogenson. MP.

15. CREATION CARE COMMITTEE REQUEST (Green Space)--Cathy Johnson:

- The committee is exploring the idea of planting a pollinator garden in the green space and would like to get council approval to move forward. The suggestion was made to ask the Boy Scouts to help establish a garden since they are looking for a service project

for Trinity. The committee said they just got a new member who has finished the Master Gardener program and will help work on the project. The committee hopes the garden will provide beauty, a place for necessary pollinators to feed and pollinate, and become an educational project for members and youth.

- The council suggested the committee work on a plan and then present it to them for approval. The goal is to plant something by the end of May.

16. NEW ITEM--Mike Leadholm:

- Mike wants an account set up for \$14,000+ for scholarship funds to be earmarked and dedicated. It was suggested to move Bequest Funds into a Dedicated Account for the Scholarship Fund and leave \$10,000 in the MIF.

17. REMINDERS--Council Devotions for May Meeting--Volunteers?:

- Sherry Holt will do devotions.

18. CLOSING PRAYER: Pastor Terry

19. ADJOURN:

- MM by Nancy Johnson to adjourn. MS by Diane John. MP.

Minutes Submitted by Cathy Johnson, Secretary