

**MINUTES FROM A MEETING OF THE CHURCH COUNCIL
FOR TRINITY LUTHERAN CHURCH
September 20, 2022**

Members present: Pastor Karri Anderson, Colleen Guilfoile, Sherry Holt, Diane John (remote), Cathy Johnson, David Johnson, Nancy Johnson, Michelle Kok, LeRoy Mitchell, Pastor Terry Nordheim, Jackie Otte, Gary Peterson, George Popa, Linda Popa

Members absent: Craig Martin

Guest: Gail Seaver

Call to order

Jackie Otte, vice president, called the meeting to order at 7:00 PM.

Devotions by Pastor Karri.

Approval of the agenda

Sherry Holt requested addition of staff benefits to the agenda.

- Linda Popa moved to approve the agenda with the requested addition.
Second by Colleen Guilfoile.
Motion carried.

Approval of minutes

- David Johnson moved to approve the minutes from the August Church Council meeting, with a correction that Commitment Sunday is November 13, not November 3.
Second by Michelle Kok.
Motion carried.

Pastor's report

Staff reviews will be completed by the end of September.

Posting of staff positions and interviews are on hold until after arrival of an interim pastor.

Pastor Terry will attend the Bishops Fall Theological Conference on October 16-18.

A new Bible study and discussion group is being planned around a stewardship theme for Tuesdays at 1:30 PM.

Guatemala mission partnership is opening up in Spring of 2023. A Guatemala fund raiser is scheduled for October 2 at 4:00 PM.

New member classes are scheduled on October 19 and 26. New Member Sunday will be November 20. Four families (eight individuals) have expressed interest so far.

Associate pastor's report

Pastor Karri has completed her continuing education class on sermons.

Committee liaison reports

- Sherry Holt moved to accept committee reports.
Second by Linda Popa.
Motion carried.

Treasurer's report

Total August budgeted income: \$43,280
Total August actual income: \$38,252
Total budgeted income through August: \$353,690
Total actual income through August: \$319,453

Total August budgeted expenses: \$41,646
Total August actual expenses: \$40,156
Total budgeted expenses through August: \$355,871
Total actual expenses through August: \$358,944

\$20,000 has been transferred from cash reserves. There is now just a small balance left in this fund.

Two audit reports have been provided to council:

1. *Letter to the Congregational Council regarding material weaknesses and significant deficiencies;*
2. *Communication letter to the Congregational Council.*

Sherry Holt is putting together a spreadsheet that summarizes the identified weaknesses and deficiencies so Council can take action to address them. A verbal report on the audit will be provided to the congregation at the annual meeting.

A preliminary budget for 2023 is being prepared. There will be two options. One will be a bare bones budget that uses the committee requested dollars from 2022. A second budget will include funding for additional staff such as a choir director and money for an associate pastor for the rest of the year. The Finance Committee is meeting next week.

- David Johnson moved to give the Executive Committee the authority to negotiate the salary of the interim Senior Pastor.
Second by Leroy Mitchell.
Motion carried.

Old business

Gail presented a work order from Progressive Architecture.

- Leroy Mitchell moved to authorize Progressive Architecture's work order of \$29,500, plus reimbursable expenses listed in the work order, to complete documentation for the building renovation project, which includes American Disability Act (ADA) bathrooms, additional HVAC upgrades, and items listed elsewhere. This authorization is pending the Building Renovation Committee's review and acceptance of the work order.
Second by Colleen Guilfoile.
Motion carried.

Council discussed upcoming roof repairs. Repair of hail damage to the roof over the sanctuary and garage are covered under insurance, subject to a \$2,500 deductible.

- Sherry Holt moved that we pay the deductible of \$2,500 out of Building Facility Needs under Capital Equipment/Building Maintenance from the Pearl and Elmer Nelson Bequest.
Second by Cathy Johnson.
Motion carried.

New Business

Volunteer interim bridge choir director. There is a desire to have David direct the choir prior to soliciting a choir director.

- Jackie Otte moved to accept David Groettum as a volunteer choir director through December 31. Choir to sing two to three Sundays per month.
Second by George Popa.
Motion carried.
- Jackie Otte moved to approve \$125.19 from the dedicated undesignated fund for flowers for the funeral of Dean Rambow's mother.
Second by Nancy Johnson.
Motion carried.

Pastor Terry has had a conversation with Sherry Holt and our bookkeeper Twyla Mitchell about opening up a separate checking account to pay for renovation expenses. This is to make the finances as clear and ordered as possible. No action taken at this time.

Fall congregational meeting agenda. Pastor Terry reviewed the proposed agenda for the October meeting:

Call to order.
Opening prayer.
Confirmation of quorum.
Approval of the agenda.
Approval of minutes from the February 27, 2022 budget meeting and August 28, 2022 special meeting.
Introduction of parliamentarian and review of Robert's Rules of Order.
2022-2023 Congregational Audit Committee Election.
2022-2023 Nominating Committee.
Endowment Committee Election.
Church Council Election.
Business items.
 Report of the outside audit.
 2023 preliminary budget for conversation and consideration.
 Update from the Building Renovation Committee.
 Update regarding Trinity in transition – interim pastor – call process.
Closing prayer.
Adjourn.

Council discussed the agenda and the time required for the meeting.

- Colleen Guilfoile moved to accept the agenda with any necessary changes.
 Second by Cathy Johnson.
 Motion carried.

Staff benefits. In the past Trinity has provide *Gold Plus* for benefits for its staff. For 2023 there will be a 3% increase in the cost of medical insurance. There will be a 0.5% decrease in the cost of disability and survivor coverage.

- Sherry Holt moved that Trinity continue with Gold Plus for its staff.
 Second by Michell Kok.
 Motion carried.

Discussion of plans for Pastor Terry's retirement.

Adjournment

- Motion to adjourn made by Colleen Guilfoile.
 Second by Nancy Johnson.
 Motion carried.

Submitted by Gary L. Peterson (Secretary)