

Minutes from the fall meeting of the congregation at Trinity Lutheran Church, Lindstrom, Minnesota

October 9, 2022

Meeting called to order at 10:15 by Craig Martin, President.

Opening prayer by Pastor Karri Anderson

Confirmation of Quorum

Gary Peterson (Church Council Secretary) confirmed a quorum with 112 counted in attendance.

Approval of the Agenda

- Nancy Johnson moved to approve the agenda.
Second by Larry Guilfoile.
Motion carried.
- Jackie Otte moved to approve the minutes from the February 27, 2022 congregation meeting.
Second by Jeff Fuge.
Motion carried.

Jeff Fuge was introduced as the parliamentarian for the meeting.

Elections

Congregational Audit Committee

Paul Ives was identified as a candidate for the Audit Committee.

- Jeff Fuge moved to close Audit Committee nominations.
Second by Terry Hogenson.
Motion carried.

Nominating Committee

- Jeff Fuge moved to close nominations for the Nominating Committee.
Second by Katie Roche.
Motion carried.

Endowment

Kristine Fuge was identified as a candidate for the Endowment Committee.

Church Council

Candidates for Church Council were Dale Fredell, Jeff Fuge, Cathy Johnson, Craig Martin, and LeRoy Mitchell. Nominations from the floor were solicited, and none were made.

Lavonne Ludke asked why there are four Church Council candidates on the ballot rather than three. It was stated that an earlier announcement of three positions was a typographical error. Lavonne also commented that biographies of candidates should be published 30 days before future elections of the Church Council.

- Mary Hagglund moved to close nominations.

Second by Larry Guilfoile.

Motion carried.

The ballots that were distributed before the meeting were filled out and collected.

Ballot Counters

Linda Popa

Coleen Guilfoile

Nancy Johnson

Business

External audit

Sherry Holt, Treasurer, summarized the external audit done by Akins, Henke & Company. It is their opinion that Trinity's financial statements for year ending December 31, 2021 present fairly, in all material respects, the assets, liabilities and net assets. She noted the following material weaknesses were identified by the audit.

Segregation of duties: no one person should be handling finances and money

Financial statements: Sherry noted that Trinity will not be hiring an external control, but rather continue to use internal controls.

Fixed Assets: Trinity is not exactly following procedures for depreciation of its assets.

Other matters and suggestions included:

Disbursements.

Bank and investment account reconciliations.

Gift cards given to staff should be recorded as income.

Check writing.

Trinity lacks in tracking vacation time.

Trinity needs a policy for tracking and changing passwords.

Trinity needs to write a policy regarding conflict of interest.

Employee passwords and logins.

2023 Draft budget proposals

Sherry reviewed two draft budgets that were being considered by the Finance Committee.

1. Minimum budget of \$514,383:

- No cost of living increase for staff.
- Salary for eight months of a senior interim pastor
- Salary for four months of a full time pastor
- Salary for an associate pastor through end of April
- No budget for a choir director

2. A stronger proposed budget that is 11% higher: \$569,242

- A 3% cost of living increase of staff.
- An associate pastor for an entire year
- Budget for a choir director.

Sherry Holt noted that our 2022 budget relied on reserves, annuity, and bequests to balance the budget.

Presentation by Gail Seaver on the building renovation

Short summary: The building renovation is on schedule and on or below budget.

Trinity's share of reroofing the sanctuary is \$2,500. The remainder is covered by insurance. Work on the flat roof is to be complete this week, except for metal trim. No surprises were found on this work, so we expect to come in on budget, which is \$142,980. By doing the roof now we were able to save 15% on the cost of materials because of potential price increases. HVAC equipment: the west boiler and indirect hot water tank were replaced this last week by AeroTek. Other heating and cooling equipment upgrades are expected to extend into November or December.

A third meeting was held with Minnesota Interfaith Power and Light regarding installation of solar panels. Details of different plans are being reviewed. No recommendations are being made yet, as details of the different plans are still being learned.

Comments from the congregation

Craig Martin encouraged members to get involved: attend meetings, and serve on committees.

Russ Morris suggested scheduling of a coffee hour presentation of the proposed budgets.

Results of Church Council election

Newly elected members for Trinity Church Council are

Jeff Fuge
Cathy Johnson

Craig Martin
LeRoy Mitchell

Paul Ives was elected to the Audit Committee.
Christine Fuge was elected to the Endowment Committee.

Motion to adjourn

- Larry Guilfoile moved to adjourn.
Second by Pam Lukens.
Motion carried.

Closing prayer by Pastor Terry

Submitted by Gary L. Peterson (Secretary)