

Minnehaha Communion Lutheran Church Council Meeting Minutes

December 20, 2022



Present: David Anderson, Erin Brothen, Pastor Shawna Day, Karen Gordon, Roberta Holscher, Helen Holtti, Brenda Robbins, Matt Sanders

Absent: Susan Albers, Norm Arlandson, Patty Dolan, Paultina Rollay

Meeting was called to order at 6:38 pm by Karen Gordon, President

Devotions

Devotions led by Pastor Shawna. Devotions on January 17, 2023 will be led by Pastor Shawna.

Announcements/Reminders

- Next Council Meeting: January 17, 2023, 6:30 pm
- Annual Congregation Meeting: February 5, 2023

Approve Minutes

- 11/15/2022 Council Meeting Minutes (attached). Helen Holtti made a motion to approve the minutes, Matt Sanders seconded, Brenda Robbins abstained.

Reports

- Finance (attached) – Matt Sanders reviewed the Statement of Financial Position which is basically our bank balances. Cash flow is adequate and bills are being paid by due dates. Projected deficit of (\$11,045) is subject to change and will improve somewhat by year end. Erin Brothen made a motion to approve the financial reports, Helen Holtti seconded, unanimously approved.
- Pastor's Report (attached) – Pastor Shawna reviewed highlights in the report including the \$5,300 stewardship dollars raised to date towards the \$10,000 goal and on pause until April 2023. Baptism for Madeline Goodmundson is getting baptized on 1/8 and encouraged Council members to attend. A confirmation room is needed with floor pillows and tv for movie nights. Pastor would like to move some monthly home visits to quarterly and move some homebound visits from once a month to twice a month. There are three members that possibly need rides to worship service and special events a few times throughout the year. Pastor Shawna will discuss with these members and we will revisit in January. Also posed the question of who reports to who, what needs to be brought to Council and/or the various committees. It was suggested that job descriptions include who that person reports to and the need for an Executive Council meeting for clarification on other items, dollar amounts, etc.

Office emergency weather policy – Brenda Robbins made a motion to give authority to the Pastor to use discretion to close the office due to inclement weather or other emergencies and communicate the closing as appropriate, seconded by Matt Sanders, unanimously approved.

Worship emergency weather policy - Matt Sanders made a motion to give authority to the Pastor to use discretion to cancel worship service due to inclement weather or other emergencies and communicate the closing as appropriate. Additionally, we will have back-up plans in place to hold service without the Pastor and/or to move to virtual service, Helen Holtti seconded, unanimously approved.

- Worship & Music Report – would like to discuss with Richard and team members to incorporate new music for worship.

Committee, Team, & Initiative Reports (motions from committees do not require a second)

- Family & Social Ministry – Erin Brothen reported that the Christmas program is done, no Sunday School on Christmas Day, but will have on New Year’s Day. Sunday School Blessing (in place of installation) scheduled for the day of the baptism, 1/8/23.
 - ELCA Good Gifts – any donations not known at this time
- Nominating Committee (attached) – Karen Gordon reviewed the report.
- Property Committee (attached) – Roberta Holscher provided an update for our cameras/security system. Ring cameras and monitors have been purchased from Best Buy (\$359.96) and a security system from SimpliSafe (\$138.26). Scott Adams is in the process of installing the new items. Donations received in the amount of \$1420 leaving a remaining balance of \$921.78 which will be used to pay the monthly monitoring fee of \$27.99.
 - Insurance Proposal – comparison needs to be made between current company policy, current proposed policy, and proposal received. Bat removal/water repair – covered by insurance? Roberta will contact insurance company to find out.
- RIC – Erin Brothen reported that they are finalizing their statement and should be available after their meeting in January.
- Stewardship – covered earlier by Pastor Shawna.
- WELCA – met on 12/3, discussed lutefisk dinner and bazaar, approved their budget.

Not reporting: Audit, Budget & Finance, Executive, Membership, Scholarship, Tech Team, MCLC Foundation

Old Business

- Safe Kids Policy – on the next Executive Council meeting agenda.
- Continuing Resolutions for Committees – Karen Gordon reviewed the procedures/requirements for each committee. The updated resolutions will be sent to each committee chairs and Executive Council members, approved by Council, and then will be available at the annual meeting.
-

- February 5, 2023 Annual Meeting Planning
 - Draft Agenda & Meeting Notice
 - Approve Meeting Notice and enclosures at January 17, 2023 Council Meeting
 - Mail Meeting Notice on Friday, January 20, 2023

New Business

- Schedule Annual Audit for 2022 – needs to be done prior to the Annual Report deadline (auditors, Brenda Robbins, and Matt Sanders)
- 1/15 Budget & Finance Committee meeting – 11:00 am
- 2023 Budget Review prior to Annual Meeting
- Annual Report
 - Purpose & Goals – inform the congregation on what has happened and goals for the upcoming year, historical
 - Format – to make the report look more polished, same fonts for each report, etc.
 - Due date for Annual Reports submission to the office – January 17, 2023
- 2023 Blood Drives – tentative dates for January and March 2023 with the help of St. Peder’s church.

Adjournment & Lord’s Prayer

Motion made by Helen Holtti, seconded by David Anderson, and was unanimously carried to adjourn the meeting with the Lord’s Prayer.

Meeting adjourned at 8:30 pm.

Respectfully Submitted,

Roberta Holscher

Roberta Holscher, Secretary