

Minnehaha Communion Lutheran Church
Council Meeting Minutes
March 21, 2023



Call to Order & Roll Call (12 members, quorum is 7 members)

- **Present:**, Erin Brothen, Pastor Shawna Day, Karen Gordon, Roberta Holscher, Helen Holtti, Brenda Robbins, Matt Sanders (via zoom), Hillary Williams, Zack Robbins, Paultina Rollay, Patty Dolan, Susan Albers
 - Guest: Craig Pederson
- **Absent:** none
- Meeting was called to order at 6:31pm by Karen Gordon, President

Devotions

- Pastor Shawna
- Volunteer for April - Brenda Robbins

Announcements/Reminders

- Easter Breakfast: 4/9/23
- Next Council Meeting: 4/18/23
- Council/Committee Retreat: 4/23/23
- Red Cross Blood Drive at St Peder's: 4/26/23
- Pastor's Vacation: Wed 4/19 - Thurs 4/20 & Sun 6/18 – Fri 6/30

Approve Minutes

- **Motion:** Approve 2/28/2023 Council Meeting Minutes (attached)
 - Motioned: Brenda Robbins
 - 2nd: Susan Albers
 - Result: Unanimously approved

Welcome Rev Craig Pederson, ELCA Mpls Synod

- ELCA Church Council Best Practices - [Presentation by Rev. Pederson](#)
 - Discussed what it means to be an effective church leader and the roles of the church council in the ELCA.
 - Discussed Minnesota's laws pertaining to the fiduciary responsibilities of church councils.
 - ELCA Churchwide Assembly usually updates its recommended constitution for congregations every three years.
 - Discussed the role of the council in ensuring communication between committees and teams to avoid duplicated efforts while also empowering them to make decisions without direct council approval.
 - Discussed the role of the Executive Committee in setting the council agenda

Reports

- Finance (attached) – Matt Sanders
 - Income and Expense Report – shortfall of \$6,624 in February.
 - Line of credit is at \$136,341 and will be discussed at Budget & Finance meeting
 - Motion to approve the financial reports
 - Motioned: Helen Holtti

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- 2nd: Patty Dolan
- Result: Unanimously approved
- Pastor (attached) - Pastor Shawna
 - Examined the ELCA Congregation Report for the Year Ending December 31, 2022 questions to reflect on our purpose and mission
 - First Communion Camp - April 16 (11:30am-3:00pm) - will help kids learn about communion before the 1st Communion service on April 23.
 - We need 2 new lapel microphones - 1 is lost and the batteries of the other are draining quickly
 - Pastor is looking for 3 volunteers to create a care team to help one of our members figure out how to improve her quality of life (Patty Dolan and Paultina volunteered).

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

- Budget & Finance
 - Line of Credit
 - Discussion:
 - How can the church figure out how to run profitable fundraisers like WELCA organizes?
 - The Budget and Finance Committee would make a plan of how much to raise each year and how to present it to the congregation.
 - The motion just makes paying off the line of credit a goal for the congregation. The council will figure out the logistics of fundraising at a later date.
 - **Motion:** The Budget and Finance Committee will develop a plan for debt retirement to roll out by July 1, 2023, with our goal to be in a position to close our Line of Credit by the end of the next 3-year term ending 6/30/2026. The current balance on the LOC is ~\$132,000 and the current term ends 6/30/2023.
 - Result: Unanimously approved
- Family & Social Ministry
 - Easter Breakfast - rolls from Saints and donations for other foods. They are good on volunteers.
- Property
 - Building Rental Policy & Insurance
 - Agreed that the building should be used for community events, not parties
 - Anyone renting the space should have their own liability insurance
 - By next meeting - new Rental Policy will be finalized
 - Alarm System / Camera / Wifi - just need to connect the alarm camera to the computer
 - Break-in claim is ready to close out.
 - Elevator - the inspector said it's best to turn off power after large events to reset the elevator system
 - Bat Update - Plunketts will come out May 2 to see if there are any issues
 - Keyless Entry for front door - would cost \$1400 (what would it cost to rekey the entry doors?)
 - Who is responsible for locking up the building after church on Sunday? - Pastor, Richard, and Erin will work among themselves to lock the building and set the alarm (or find a replacement)
- Worship & Music
 - New meeting April 13 at 6:30pm (meeting was canceled due to snow)
- Membership

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- Found Pastor Steve's list of members he had contacted and will compare it to our membership roster.
- Office Manager is responsible for updating church records with contact information

Not reporting: Audit, Executive, Nominating, RIC, Scholarship, Stewardship, MCL Foundation, WELCA

Old Business

- Council Retreat – April 23 (Pastor, Karen, and Patty are organizing)
 - 1:00 – 5:00 Council
 - 3:00 – 5:00 Committees
- Worship Assistant Update
 - Matt Sanders & Brenda Robbins still need to figure out payroll and official start date
 - Roberta will create an employment offer letter
- Continuing Resolutions for MCLC Committees Descriptions - **Tabled** until April meeting
 - ✓ Committee Organization & Reporting
 - ✓ Budget & Finance Committee
 - ✓ Membership Committee
 - ✓ Scholarship Committee

New Business

- Easter Postcard
 - ✓ Didn't see much of an impact from the Christmas postcard, so no need to rush to get it out before Easter.
 - ✓ Do we still want 4 postcards a year? - **non-action item** (will decide at the retreat or send the item to a committee)
- Lawn Care Contract
 - ✓ **Sent to** Property Committee
- Lawn Clean-up Day
 - ✓ **Sent to** Property Committee

Adjournment & Lord's Prayer

- Adjournment
 - ✓ Motioned: Brenda Robbins
 - ✓ 2nd: Paultina Rollay
 - ✓ Result: Unanimously approved
- Meeting adjourned at 8:34pm
- Closed with the Lord's Prayer

Respectfully Submitted,

Zack Robbins

Zack Robbins, Secretary