



Minnehaha Communion Lutheran Church
Approved Council Meeting Minutes
January 16, 2024

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

Erin Brothen (Vice President)	present	Hillary Williams	present	Roberta Holscher	present
Karen Gordon (President)	present	Pastor Matt	present	Helen Holtti	present
Matt Sanders (Treasurer)	zoom	Susan Albers		Patty Dolan	present
Zack Robbins (Secretary)	present	Paultina Rollay			

- Meeting was called to order at 6:35pm by Karen Gordon, President

Devotions - Helen Holtti

- Volunteer for February - Erin

Announcements/Reminders

- Thank-you Council Members (especially Roberta, Helen, and Matt Sanders who are leaving council)
- Special Congregational Meeting: 1/21/24
- Red Cross Blood Drive: 1/25/24
- Congregation Annual Meeting: 2/4/24
- Next Council Meeting: 2/20/24

Meeting Minutes

- 12/19/23 Council Meeting Minutes
 - **Motion:** Approve the minutes
 - Motioned: Erin; 2nd: Hillary; Result: Unanimously approved

Implicit Bias Training - Pr. Matt

- Tabled until February

Reports

- Finance – Brenda
 - Ended 2023 with a deficit of \$3,405, much lower than the budgeted deficit of \$11,882, because of very strong offerings in December.
 - Starting 2024 with a deficit of \$3,473 in our general operating fund.
 - **Motion:** Accept report
 - Motioned: Patty; 2nd: Helen; Result: Unanimously approved



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- Pastor – Pastor Matt
 - Finished a busy Christmas season and had 1 new baptism.
 - Need to register 2 members (+1 optional youth) for South Minneapolis Conference Assembly (Feb. 10) and Synod Assembly (May 2-4)
 - A community member had a celebration of life at MCLC Jan. 15, WELCA provided food
 - Continuing to provide visitation
 - Lent Plan - Worship and Music Committee decided to have noon gathering with bible study and in the evenings we will visit other congregations for their services. Maundy Thursday and Good Friday services are up in the air due to Pr. Matt's limited hours.

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

- Audit - Phil Foslien and Pat Botten performed the audit 1/12/24. MCLC successfully passed its financial audit..
- Budget & Finance
 - Budget Review Prior to Annual Meeting on Feb 4. Changes recommended; see below.
 - Pastor's 2024 Salary/Housing Allowance Split
 - **Motion:** Allocate 100% of Pr. Matt's salary and housing allowance to housing allowance.
 - Motioned: Brenda; 2nd: Helen
 - Yes: Roberta, Karen, Erin, Patty, Brenda, Zack, Hillary, Helen, Matt Sanders; Abstain: Pr. Matt
 - Discussed the notes from the Foundation Directors meeting on Jan. 14, 2024 ([see attached notes](#)).
 - Foundation Directors are open to going over the 5% distribution in regard to debt reduction
 - Discussed what to do with unused dispersed funds from the Foundation for Fellowship Hall restoration (\$1,627), Picture Restoration Fund (\$1,000) and Transportation Fund (\$1,280)
 - **Motion:** Move restricted Fellowship Hall Restoration Funds (\$1,627) and Transportation Funds (\$1,280) to debt reduction.
 - Motioned: Patty; 2nd: Hillary; Result: Unanimously approved



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- Brenda explained the new formula the Foundation will use to calculate the annual amount available for distribution to MCLC, which increased the amount available to MCLC.
- **Motion from Council for the Annual Meeting**: Amend the 2024 budget to increase the income from the Foundation from \$33,410 to \$40,117.
 - Motioned: Matt Sanders; 2nd: Erin; Result: Unanimously approved
- 2024 Foundation Request
 - Budget (mission): \$40,117
 - LOC Interest: \$10,000
 - **Total Request: \$50,117** = Funds Available for 2024
 - **Motion**: Request \$10,000 for debt reduction from the Foundation in addition to the \$50,117 in the 2024 Foundation Request.
 - Motioned: Matt Sanders; 2nd: Brenda; Result: Unanimously approved
- BOLD
 - Discussed the mood of the Jan. 14 BOLD meeting after church. The overall mood was positive.
 - MCLC Insurance - our current insurance plan will cover BOLD, but we need to request a certificate of coverage from them.
 - Legal Agreement - Brent Sjodin will represent MCLC in writing the lease agreement.
 - **Motion**: At the January 21, 2024 special congregational meeting, make the motion to invite BOLD to worship at MCLC and lease office and storage space, provided we come to mutually acceptable terms in a formal lease agreement.
 - Motioned: Brenda; 2nd: Erin; Result: Unanimously approved
- Call Committee
 - Schedule 1st meeting - Jan. 28. They will select a chair/scribe and discuss the process. Pr. Matt will reach out to Traci Dugan to schedule a time when Craig Peterson will be able to attend.
 - Pr. Matt is working with the Bishop's office to schedule a time for Bishop Ann to speak with the congregation about the MSP and call process.
- Family & Social Ministry
 - ELCA Good Gifts - raised \$160



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- Nominating
 - Update: Erin will return as Vice President, there is a potential Treasurer. Losing 2 members at large, gaining 1. Have 2 for next year's nominating committee, still need 3. Following up with a lead for the Audit Committee. Still need 2 representatives for the Conference Assembly (Feb. 10) and Synod Assembly (May 2-4)
 - We will vote to approve the ballot over email once it is finalized. If it is finalized early enough, it will be in the Annual Report; otherwise it will be added as an insert
- Property
 - Discussed who should manage property agreements. Decided the Executive Committee should be responsible and the office manager should manage them.
 - Discussed updates on the roof repair insurance claim, waiting for an independent engineer to schedule an inspection.
 - MN inspector identified 2 issues in our elevator; we have 60 days to resolve (from 1/10/24). Property committee will oversee this.
 - Created procedure for approving property-related special invoices
 - Switched the copy room and office manager offices
 - Wifi will be updated for about \$1,300, using Building and/or Streaming Fund to cover these costs
- RIC - waiting to hear from Lutheran Social Services to finalize a date for them to give the sermon on youth homelessness
- Worship & Music - see notes in Pastor's Report about Lent.

Not reporting: Membership, Picture Restoration, Scholarship, Stewardship, MCLC Foundation, WELCA

Old Business

- Feb 4, 2024 Annual Meeting preparation
 - Approve Agenda, Meeting Notice & Enclosures
 - Add the motion to update budget request from Foundation
 - Matt will talk about future debt retirement campaign and invite people to help



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- **Motion:** Approve the annual meeting agenda as amended.
 - Motioned: Brenda; 2nd: Helen; Result: Unanimously approved
- Mail meeting notice on Friday, Jan 19
 - Just include the agenda in the mailing notice; remove the 2024 Minnehaha Foundation Funding Request.
- Discussed Building Insurance Premium & Deductible

New Business

- Council Installation - Feb. 11 during worship
- Council Retreat – we will have it fall 2024 instead of in the spring

Adjournment & Lord's Prayer

- Adjournment
 - ✓ Motioned: Helen; 2nd: Roberta; Result: Unanimously approved
- Meeting adjourned at 8:33pm
- Closed with the Lord's Prayer

Respectfully submitted,

Zack Robbins
Secretary



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MINNEHAHA COMMUNION LUTHERAN FOUNDATION
Directors' Meeting 1/14/2024
Notes for MCLC Council

2023 Highlights

Ending Balance: \$957,425

Contributions Received: \$5,266 (includes \$4,400 estate gift from Orville Bakke)

Earnings: \$143,379

Total distributed to MCLC from inception through 2023: \$643,813

Principal Balance: \$810,290 (total contributions to the Foundation since inception)

This figure is important because this is the amount we cannot drop below; if we were to dip into the principal, the policy for invading principal would kick in. (Not more than 3 times in 10 years, no 2 years in a row and not more than 10% of the principal.)

2024 Distribution

The Foundation Directors approved a revision to the formula for calculating the annual amount available for distribution to MCLC. The current formula allows for 5% of the prior year-end balance as the amount available for distribution. On 1/14/2023, the Directors approved a change to the formula in that 5% of the **prior 5-year rolling average year-end balance** would be available for distribution. The rationale is that this method will provide more stability for the church during market downturns. This change increases the amount available for distribution in 2024 from \$43,410 to \$50,117.

Amount available for distribution in 2024: \$50,117

The Foundation Directors would also be open to going over 5%, particularly in regard to debt reduction. (The Foundation has distributed \$136,244 since 2017 for line of credit principal payments.)



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Other Notes

The Fellowship Hall Renovation Fund (\$1,627), the Picture Restoration Fund (\$1,000) and the Transportation Fund (\$1,280) all consist of funds requested from the Foundation several years ago. Should any of these funds be re-directed since they have not been spent?