

## **First Lutheran Church Council Meeting November 19, 2023 Draft**

The meeting was called to order by President Jennifer. Council members present were Jennifer, Joy, Marcia, Kevin, Gretchen, Cindy and Robin. Others present were Matt, Glen Beard and Katie Tschetter.

Approval of Agenda. Joy motioned to approve, Cindy 2<sup>nd</sup>, motion carried.

Approval of the October 15<sup>th</sup> minutes. Joy motioned to approve, Robin 2<sup>nd</sup>, motion carried.

Staff Reports. Matt feels everything is going well. He attended a SAM meeting in Bismarck November 18<sup>th</sup>. There are 24 full time pastor openings in the Western Synod and 3 part time openings. Matt feels the Care Team is going well. He has been doing home and hospital visits for members of our congregation. We have had 4 funerals in the month of October with Matt officiating one of them.

At 11:24 Lynn joined the meeting.

WELCA: 39 quilts were sent to Lutheran World Relief and 16 were donated to the Providence House. The Hanging of the Greens and Advent Festival will be December 3<sup>rd</sup>. A bazaar will be held November 19<sup>th</sup> following the service with Karolyn Jappe present to speak on emergency management for families. Lefsa making will be November 14(to prep potatoes) and November 15 to roll and grill. The next meeting will be December 6<sup>th</sup> at 10:00 AM.

Trust Report: No physical report but Jennifer recommended council to attend their meetings as they are very informative. And a reminder that the Iverson Fund is under our jurisdiction. Rothe is under the Trust Committee jurisdiction and meant for education purposes. Jennifer will get guidelines from the Trust Committee for council to review and edit if needed.

At 11:42 Matt left for a meeting.

**Finance.** According to our balance sheet, we are beating our budget. Insurance was paid twice and Gretchen has requested an explanation from Johnson and Company. Church maintenance was up due to expenses paid for wiring the bell tower and HVAC system. December 7<sup>th</sup>, Kevin, Tarri, Ardyce, Jeremiah, Gretchen and Robin will start working on the 2024 budget via Team or Zoom. Joy motioned to approve the financial report. Kevin 2<sup>nd</sup>, motion carried.

**Property.** Cliff and Tarri Wenstad have showed interest in taking over the janitorial service at the church. Cliff has knowledge in HVAC systems similar to ours. Property will discuss details with Cliff and Tarri. Council is in favor of them taking over cleaning services in the near future.

The Food Pantry walls need a wash and paint job. Food Pantry also would like to hang a Kiosk near the door where the food pick up is located. Council felt the sign would be a good idea. Glen will contact the Food Pantry and discuss painting the wall. The F.P. also needs another freezer. Glen recommends an additional double door freezer that the church and F.P. can utilize.

At 11:52 Matt rejoined the meeting.

Glen stated that he checks on the parsonage once a week to make sure there are no water leaks, etc. The flower beds will need attention next spring.

Our HVAC system consists of 3 furnaces. On the lead furnace, the controller is bad. The temperatures have been set at 72 degrees from 6:00 AM to 8:00 PM. The remainder of the hours, the temperature will be set at 65 degrees. This will create a rise in our operating costs. The maintenance agreement has been signed with G&R. The left half of the front door is broken. The parts to replace will cost approximately \$1500.00. An updated door similar to the office door will cost upwards of \$20,000.00. This would include a buzzer for those outside needing to get into the church when locked. The current doors are 40 years old. Property committee will explore the idea of the updated door system. Top Gun is sending an estimate to lay asphalt next year. Property is getting quotes on church property insurance from 6 local agencies. The signage was discussed with no decisions and tabled. The freezer in the kitchen needs to be replaced. AV training went well. At this time, Glen left the meeting. The next meeting will be December 1<sup>st</sup> at 11:30 AM.

**Worship.** The cantata is set for December 13<sup>th</sup> at 6:30 PM. December 17<sup>th</sup> will be the Sunday School Christmas program at the 9:30 am service. Discussion on new members was held. This will be handled as new memberships arise. 8 members who have passed were honored on All Saint's Day. On Sunday, December 24<sup>th</sup> will be at 5:00 PM candle light service. There will be no 9:30 service and there is no service Christmas Day. December 31<sup>st</sup> service will be at 9:30.

Matt stated that there is a Seminary Module that would get a SAM through Seminary training sooner. It is all remote. Matt is very interested. Council encouraged Matt and Jennifer will reach out to the Synod office to see what steps need to be taken. Once we get more specifics we will bring it to the congregation for vote. The next meeting is December 6<sup>th</sup> at 9:00 AM.

At this time, Matt left to go serve communion to two families.

**Stewardship and Evangelism.** Katie reported that there are several care packages and hotdishes made up and ready to distribute. These will be given out to the ill, a death in the family or even a celebration. Gretchen will ask one of her employees to make tags for the gift packages and hotdishes. The youth seem to enjoy the Noisy Bucket offering. The apple picking and apple crisp kits were a hit and a good fund raiser for the youth. The Mystery Dinner went very well, all enjoyed the fun event. Boxes for Operation Christmas are ready to be filled and delivered on November 19<sup>th</sup>. Veteran's Day was a special service with one of our veterans posting the flag. S & E served patriotic cupcakes and fruit kabobs. Fall festival we will serve chili. Parade of Lights was discussed, having a trailer pulled by Matt's pickup. We would like to have a live Nativity scene, and the theme is "Make it Merry." Our next meeting is December 7<sup>th</sup> at 5:00 at Teddy's.

**Youth and Education.** Discussion was held on what to do with the Noisy Bucket offerings. The youth can choose a benefit. Confirmation has 6 students. Tarri is assisting with the LYO ski trip. Some details need to be researched, but would like to see 15 or more go since we would get a discount. The next meeting is December 6<sup>th</sup> at 11:00 AM.

**Call Committee.** Nothing new.

**Old Business.**

Ardyce continues to work on the website and app.

Discussion was held with Katie on selling the parsonage. Upkeep on it for a year is approximately \$13,000.00 per year. Katie recommended a new CMA in January to present at the annual meeting for the congregation's opinions.

At this time, Katie left the meeting.

The digital sign has been put on hold for the time being.

Jennifer reminded us that our membership calls need to get completed so we can finish updating membership list.

**New Business.**

Christmas Eve worship will be at 5:00 PM and will be a candlelit service.

Tricorn training went well.

Staff/Council reviews were discussed lightly. We need to have a Mutual Ministry Team to perform the reviews. Jennifer will get some documents to assist us and this will be completed in January.

Preliminary budget discussion will be held December 7<sup>th</sup>. Robin would like to participate. It will be ready for review at our December meeting and approval at our January meeting. Discussion was held on cost of living raises for Tarri and Matt. Marcia motioned to award Matthew and Tarri a 3.2% cost of living raise. Discussion was also held on compensating Matt for vehicle use and personal cell phone. Marcia motion to award Matt \$250.00 per month, Cindy 2<sup>nd</sup>, motion carried. The effective date will be determined in the near future.

Proposed new church office hours will be 9:00 AM to 4:00 PM Monday through Thursday and 9:00 AM to 12:00 PM on Friday. Office closed Friday afternoons.

The sign-in book in the narthex was implemented to help determine voting members. It is not being utilized by everyone and not providing an accurate account. Robin motioned to discontinue the sign in book in the narthex. Lynn 2<sup>nd</sup> motion carried.

UMM board member Deb Riely's term is up. We need to find someone to fill her position.

The annual meeting has been set for January 28<sup>th</sup> after service.

Kevin requested special prayers for 2 of our members.

Cindy motioned to adjourn, Robin 2<sup>nd</sup>, motion carried.

We ended the service with a devotion from Lynn. It was from Philippians Chapter 4 verse 6. "Do not be anxious about anything, but in every situation, by prayer and petition, with thanksgiving, present your requests to God."

The meeting was adjourned.

Cindy Geiger, Secretary