

The meeting was called to order by President Joy at 5:35 pm. Council members present included: President Joy Patten, Vice-President Kevin Sullivan, Secretary Ardyce Alveshere, Lorri Honstein, Sue Jorgenson, Robin Schwartz, Donna Slais, Cara Transtrom, Youth Representative Birch Tschetter. Council member absent: Steve Williams. Staff present: Minister Matthew Rolfson, Benjamin Bradley. Guests present: Glen Beard, Jessie Lawrence.

Lorri led a devotion on how certain situations can be perceived very differently by those involved and there are many ways to spread God's love and bring warmth to others while delivering messages that God has chosen for us to give.

Adoption of Agenda: Robin made a motion to approve the agenda as presented; Kevin seconded. Motion carried.

Approval of the May 17th, 2026 minutes: Sue made a motion to approve the minutes as presented; Donna seconded. Motion carried.

STAFF REPORTS:

Matthew: Minister Matthew reported that he will have three upcoming baptisms and one wedding in the next couple of months. He will officiate Marcia Hellandsaas' funeral on June 22nd at the Ag Expo. This fall Matthew will begin a 200-hour program called Pastoral Care through Wartburg and will be providing Chaplain duty at the hospital, law enforcement dept., fire dept., anywhere he is needed through this program. He is in his third modular for seminary for which he has a brilliant professor. Matthew is hoping to have a youth ministry organizational meeting soon and this weekend several youth will be helping at the FLC Hospitality Booth at the McKenzie County Fair selling baked goods to raise money for their trip to the National Youth Convention. There will be two volunteering events coming up involving both our youth and adult congregants – a small mission trip for our youth in Ray, ND and the annual God's Work, Our Hands event for all ages in September. Opportunities for evangelism coming up are an outdoor ministry BBQ at the North unit of Theodore Roosevelt Park on July 15th and a trip to Medora on July 22nd. Matthew stressed how impressed he is with the staff working hard to make services run more smoothly. He also mentioned how he & the staff have been talking about spaces in our church that could be updated for better use, such as a study area, counseling areas, and lounging areas. His hope is to offer a coffee hour at the church, which could also serve as a community time of prayer.

Cara: Cara reported that the church office has remained very busy in recent weeks, focusing on ministry development, program evaluation, staffing and volunteer needs, facility usage for special events (giving special consideration to making these areas handicapped accessible), worship resources, community engagement, and future mission opportunities. The office staff continue to seek congregational feedback as they work to strengthen both our ministries and daily operations. She gave special thanks to Ben, Joy, Kevin, Jennifer, & Ardyce for their assistance and support during this transition.

Ben: Ben handed out copies of the RPM Sound Design bid for the new sound system, which gave details of everything included. The total of their bid is \$54,000, which is a little more than the original amount of \$40,000 that was previously approved by FLC Council. With the bids that have been received RPM Sound Design has the best price of sound system that would fit our needs and would offer us excellent support by those installing it, who are local people. The cost is higher than expected due to the specific mixer board and lighting requirements, and Ben explained that he would need a vote to move forward with the project. Ardyce made a motion to have RPM Sound Design do work to our current sound system for the bid of \$54,000, paying them \$35,000 as down payment and paying the balance in installments; Robin seconded. Motion carried. Glen told Ben to make sure to get a certificate of insurance and contractor's license from RPM Sound Design before sending the downpayment. Ben encouraged the council to consider budgeting a yearly amount to be set aside for future upgrades/expansions to the sound system in the next 10-15 years. He reported the two-factor authentication is now under the control of the office, which allows for

multiple computers to access the same documents. He also fixed the installation of the new copier. This has helped to create a system of technology management that is now in-house. Proclaim (our slideshow software) has been configured for the new sound system and broadcast capabilities in order to take advantage of the software's fullest extent possible. Ben reported that the internal digital sign system will begin this summer. A TV from one of the Sunday School rooms is currently being used to test out options before moving forward with this form of outreach/communication.

Jessie Lawrence presented his architectural designs with the requested adjustments to the front of the Sanctuary and Altar areas to make them handicapped accessible. After lots of discussion about the different options, Robin said that the Property Committee will discuss these options at their next meeting. Robin requested that Jessie put together an invoice for the work that he had done thus far so we could get him payment for those services.

COMMITTEE REPORTS:

FINANCE: Reviewed all financial statements and reports for the month of May. Kevin explained how we discussed keeping Chris Focke as tech person now that Ben has been hired as Audio/Visual Technology Coordinator at our Finance Committee meeting. The council agreed that since the responsibilities of these two positions tend to overlap, there really isn't a need for both. Since Chris's position was only based on a verbal contract, Joy will send him a letter thanking him for his past service and move on. It was suggested that the Audio/Visual Technology Coordinator be a part of the Property Committee since those two things go together. Ben is working on putting together an IT binder with two-factor authentication and will keep this in-house if a new person comes in or we have the need to hire out. We'll have all the information that they need. Council discussed who should be on the new brokerage account with Edward Jones. Cara made a motion that Joy Patten and Kevin Sullivan be on this account with the Trust Committee overseeing it; Ardyce seconded. Motion carried. Matthew, Cara & Ben left the room for the council to discuss salary details. Cara & Ben have completed their 30-day probation period as FLC employees. Kevin made the motion that the amount that Cara & Ben get paid while doing duties as the Office Coordinator be increased from \$21.00 per hour to \$25.00 per hour; Robin seconded. Motion carried. Matthew, Cara & Ben returned to the room. Kevin requested that Cara & Ben send their monthly time sheets to him to review. Other items that the Finance Committee discussed: 1) There would be no reimbursement requests submitted to the Trust Committee this month, instead all invoices received related to the sound system project will be compiled and submitted together to the Trust Committee for their meeting on July 27th, 2) Doug Rolfson spoke during fellowship about the opportunity to give to FLC through a brokerage account. Finance Committee decided this account would be under the name of First Lutheran Church, however, the Trust Committee will have access to review the account and will include in its year-end reports with FLC retaining final authority regarding any decisions to liquidate funds or assets held with the account, 3) Agreed on the idea that FLC provide snack during fellowship following worship if no one signs up to provide it (keeping in mind to keep it simple and include options that are appropriate for a variety of dietary needs such as pre-diabetic). Next Finance Committee meeting will be July 21st at 1:00 pm.

PROPERTY: Updates done: 1) New copier is here and working well, 2) New padding has been ordered for kneelers, 3) Fire extinguishers have been inspected and tagged, 4) Minister Matthew's window frame has been completed and glass has been ordered, 5) Custodial checklist has been created and will be distributed once a week. Updates still needed: 1) Nova will visit within two weeks to inspect the fire alarms and suppression systems, 2) Repair work on outdoor railing, 3) Roofing repair over organ/choir corner, 4) Women's fellowship bathroom door needs new bottom, 5) Light bulbs in Sunday School area need replacement. The Council discussed that when the time comes to make any changes to the Altar area to make it more handicapped accessible, we will inform the congregation of these changes before moving ahead as it will be a significant capital improvement. Also discussed the possibility of having a pulpit and lectern made that match the new pews as something needs to be done to the current pulpit to make it

more stable and by removing the casters to make it safer, it could affect its stability. Property Committee will check with company that made the new pews to see if they design pulpits and lecterns and if so, what it would take to design both to match the pews. Next Property Committee meeting will be later scheduled (may be end of June for July meeting).

WORSHIP: The Worship Committee had discussed the yearly calendar and the importance of having specific dates for certain events so families are able to plan to be able to attend those events (example – Confirmation always being on the last Sunday of April). Matthew clarified that this is already being done as he sends out a calendar at the beginning of the school year with the dates of First Communion, Confirmation, Senior Recognition Sunday, etc., however, some dates may need to be changed depending on the schedules of the individuals involved so that everyone can be in attendance. Joy reported that we currently do not have a guideline as to how many lay minister training courses are required for one to be able to serve as pulpit supply. After discussion, it was decided that we would handle this on a case-by-case basis. Sue made the motion to approve Benjamin Bradley and Cara Transtrom as lay ministry pulpit supply on the condition that they continue with the lay ministry program, which they are currently doing; Donna seconded. Motion carried. Other items discussed at the Worship Committee meeting: 1)The importance of training anyone on platform (reader, special music, speaker, etc.) on how to use the microphones properly so their voice is heard not only in-house but to the livestream listeners and to stress to anyone on platform that they need to be mic'd with no exceptions to eliminate any issue of them not being heard, 2)Commented that the Springbrook Bible Camp counselors did a great job visiting with people during fellowship on May 29th while spreading the word about the Bible Camp, 3)Discussed the need to offer training for all worship assistants and Cara reported that she & Ben are currently putting together procedure manuals on office and technology operations and ushering and greeting duties are something that would be beneficial to have for those assisting at worship, 4)Discussed the possibility of having potluck meals on special Sundays, such as Trinity, Reformation, All Saints, etc. and keeping regular coffee hour very simple and low-key (cookie, cracker & cheese, fruit), 5)Discussed the possibility to bring back the tradition of having the 8th grade Confirmation students and their parents hosting fellowship on Confirmation Sunday and high-school students and their parents hosting fellowship on Senior Recognition Sunday – will revisit this again next Spring. The next Worship Committee meeting is July 1st at 9:30 am.

STEWARDSHIP AND EVANGELISM:

Discussed the upcoming trip on July 22nd to Medora to see the Gospel Brunch and Theodore Roosevelt Presidential Library. There is a 40-person limit to attend the 2-hour tour of the library and currently there are 33 people signed up. The bus will be leaving at 8:00 am and returning by 6:00 pm. Other items discussed at the S & E Committee Meeting were: 1)Committee is working on putting together an order for tumblers and/or ceramic mugs with the FLC logo on them, 2)FLC will be hosting a “relaxing” area in the Ag Expo building during the County Fair June 18th-20th with chairs and baked goods for sale to raise money for the LYO & coffee. Cara has been organizing this event and asks that anyone willing to make baked goods contact the church office, 3)S & E Committee will provide red, white & blue popsicles for fellowship following worship on July 7th, 4)Planning to have a picnic at TRNP North Unit on July 15th. Kathleen Beard is organizing this event and the church will provide the food – hamburgers, hot dogs, brats, buns, potato salad, chips, fruit, & cookies. There will also be some activities such as a scavenger hunt & hiking, 5)Sue, Jennifer, & Ben are working on getting more information in order to move forward with putting together a church directory. Next Stewardship & Evangelism Committee meeting will be held July 7th at 5:00 pm at Teddy's.

CARE TEAM REPORT: No report

YOUTH & EDUCATION: VBS was cancelled, due to lack of interest, and received no backlash for the cancellation.

WELCA: No meeting until August.

Trust Committee: Next meeting will be July 27th at 5:30 pm. Kevin commented that the church will initially pay for any expense for the new audio system out of the general fund. Ben is keeping a running tally of the expenses and a week before the meeting Ben will send them a total of what has been paid to the Trust Committee so they can issue a check for reimbursement from the Iverson Trust Fund.

Call Committee: Joy reported that she received a call from Brad Dokken, and he is surveying some people who might be interested in joining us in a pastoral capacity. Brad asked about the church's ability to fund the position, housing, and hiring timeline. Joy replied that the position is affordable, a housing allowance will be provided, and the need is as soon as possible.

Unfinished Business:

Synod Gathering recap/update: Joy reported that the Synod Gathering went very well with a lot of positive feedback. It was noted that an error was made during Synod Assembly registration with all attendees registered as voting members when only two were eligible to vote. This resulted in an overpayment, which has since been refunded by the Synod. The Synod office also requested that future registrations be paid by a check rather than a credit card, as the 3% processing fee significantly reduces the funds they receive. Matthew shared that a new Bishop has been elected and will be awesome for our Synod. Her name is Lisa Lewton and she is currently senior pastor at St. John's Lutheran Church in Dickinson. She is very enthusiastic for rural ministry and the Bible camp at Medora. Kevin recommended that anyone able should attend the Synod Gathering as it is very interesting and informational. Matthew also noted that the Bishop-Elect Lisa will be assigned to her new position in August and Bishop Craig will be assigned to his new position in Chicago.

Steven Nash family for mission support through Wycliffe: Joy asked for anyone's thoughts on sponsoring a dollar amount for the Nash family. The Nash family is from Texas and does Bible translation work. Steven is a brother to the pastor at Living Faith Lutheran Church, Nate Nash, and they came and spoke and gave a presentation a while back during fellowship. Robin expressed concern about how donations designated for the Nash family would be handled through Wycliffe and whether the full amount would reach their ministry without being used for administrative expenses. Cara explained that Wycliffe has an outstanding long-standing reputation and the Nash's likely chose to partner with Wycliffe because they trust that their designated gifts are directed to their mission. Ben added that donors can designate their gifts specifically for the Nash's ministry and that Wycliffe funds its operating expenses separately, so designated donations are not used for overhead. After discussion, the council decided to table the matter until the next council meeting.

NEW BUSINESS:

None.

The Council concluded the meeting by reciting the Lord's Prayer.

Next Council meeting will be August 23rd following worship.

Respectfully submitted,
Ardyce Alveshire, FLC Council Secretary