

St. Lucas United Church of Christ

Council Meeting Minutes

June 22, 2026

Members Present: Melinda Borman, Amanda Boyer (Zoom), Kirk Dalgaard, Ken Fey, Katy Forand, Wanda Gillman, and Tracy Mulderig.

Staff Present: Rev. George Miller (Zoom)

The meeting was called to order at 6:02 pm by President Katy Forand. Ken Fey opened the meeting with a prayer.

Guest Comments: None

Staff Reports: Reports were accepted as submitted.

Ministry Reports:

- A. **Financial Ministry:** Financial Secretary Ken Fey reviewed the June financial reports. He proposed conducting an anonymous congregational survey to better understand factors contributing to lower offering revenue during the first half of the year. He also reported that budget request instructions would be distributed to ministry leaders in the coming days, with submissions due July 31.
- B. **Physical Facilities Ministry:** Council Liaison Kirk Dalgaard reported that Lamour Johnston will replace the heating element in the kitchen dishwasher and repair the outside sign outlet. Replacement of the electrical panel is awaiting delayed parts; the work will be completed after hours to avoid disruption to the Preschool. The ministry is also exploring safety improvements to the flat roof that would allow Lamour to perform HVAC maintenance. Tracy Mulderig requested an analysis comparing the costs of maintaining a third-party service contract versus implementing the required safety improvements to permit staff-performed maintenance under the church's insurance coverage. Kirk also reported that water is pooling where the sidewalk was mud jacked last year; the contractor will return to address the issue.
- C. **Personnel Ministry:** Personnel Ministry Chair Amanda Boyer reported that Amy Bush is entitled to two weeks of paid vacation annually, with the ability to carry over one additional week under the Employee Manual. Amy will use three weeks of accrued vacation as part of her sabbatical this summer. The Personnel Ministry continues to work on an annual performance review process and evaluate the church's overall staffing needs.
- D. **Mission Trip:** Amanda Boyer and Tracy Mulderig reported that Mission Trip share sales have progressed well. The Mission Trip send-off worship service is scheduled for this

weekend, and the Shareholder Luncheon will be held the week after the group's return. Significant trip expenses were submitted as part of the consent agenda for transparency and approval.

Approval of Items by Consent: Melinda Borman moved to approve items in consent agenda. Seconded by Wanda Gillman. The motion passed.

A. Minutes from:

- a. A/V Ministry Meeting (4/28/26)
- b. Cemetery Board Meeting (4/15/26)
- c. Cemetery Board Meeting (5/20/26)
- d. Church Council May Meeting (5/28/26)
- e. Finance Ministry Meeting (5/19/26)
- f. Membership and Evangelism Ministry Meeting (5/5/26)
- g. Physical Facilities Ministry Meeting (5/26/26)
- h. Social Justice Ministry Meeting (5/19/26)

B. May Financial Reports:

- a. Church – Balance Sheet Analysis (May 2026)
- b. Church – Analysis of Revenue and Expenses (May 2026)
- c. Preschool – Balance Sheet Analysis (May 2026)
- d. Preschool – Analysis of Revenue and Expenses (May 2026)

C. Mission Trip Expense Prior Authorization Request

Individual Action Items:

A. Victory Garden Expenses

- a. Following discussion, no formal motion was necessary. Any needed Victory Garden expenses will be covered, and the ministry lead will be asked to submit a budget request for the 2027 budget cycle.

Miscellaneous Reports and Communications:

- a. Bequest Response Update: Next steps are to consolidate and streamline responses before sharing with congregation at Council Conversations in August.
- b. Community Meal grant has been submitted. Will have answer by July 31st. St. Lucas UCC is now set up as an official vendor of the state for future grant opportunities.
- c. Parsonage Property Analysis Status. The DECA walkthrough approved at a prior meeting was scheduled for today.
- d. Celebration Sunday Recruitment and Planning. Margit to lead. Sept 13. Also Grandparents Sunday. Adult Ed can be delayed. Update at July council mtg.

- e. Anticipated July Discussion Topics:
 - a. Membership & Evangelism roster update approvals expected by August.
 - b. Prepare for Sexton's House lease renewal in October.
 - c. Performance Reviews and Goal Setting is targeting completion in late August / early September.
 - d. Budget Cycling Planning. Ongoing.
 - e. Employee Manual Updates (2019 version) - Update required
 - f. Giving Tree Update by Kirk Dalgaard.
- f. Upcoming Calendar events for July and August.
 - a. Council Conversation August 16
 - b. Church Cabinet Meeting August 20

A motion for Executive Session was made by Ken Fey and seconded by Wanda Gillman. The motion passed.

The Church Council moved into a closed Executive Session at 7:34 pm, which concluded at 8:29 pm. A motion to adjourn was made by Wanda Gillman and seconded by Melinda Borman. The motion passed.

Respectively Submitted,
Margit Scott

Approved by the St. Lucas UCC Church Council on July 27, 2026