

Holy Shepherd Lutheran Church

Council Meeting Agenda

December 11th 2017

5:30 P.M.

5:30 Call to Order/Prayer/Communion
5:40 Approve November 2017 Minutes

5:45 **Reports**

- President
- Vice President
- Pastor and Staff
- Vision Team
- Personnel
- Financial
- Ministry Team reports

6:15 **Ongoing Business**

- Action Items
- Replacement for Gerry's and Randy's positions
- Update on Safety & Security Team (SST) progress
- Rick's December Salary
- Insurance Settlement

6:30 **New Business**

- Building use agreements
- Gas Costs Update
- Annual meeting date (January 28th?)
- Budget Hearing dates?
- Elections needed for annual meeting
- Sabbatical reserve fund
- 2018 Budget
- Interim Pastor

7:30 Prayers of the Council

REMINDERS & Upcoming Date

- December 16th/17th Pastor Sarah Moening at HSLC
- No service Saturday December 23rd
- Sunday December 24th service time at 9:00 a.m. Advent IV (no 10:45 service)
- Christmas Eve 3:00 p.m., 5:00 p.m., 7:00 p.m. service
- Saturday December 30, 5:30 service
- Sunday December 31st, 9:00 a. m. service only

**HOLY SHEPHERD LUTHERAN CHURCH
COUNCIL MEETING MINUTES
November 20, 2017**

Present: Jeff Braden, Randy Updike, Jackie Johnson, Kevin Klinkerfues, Gerald Scholten, (Non-Voting Member: Pastor Rick Thompson). Also attending: Pete Morse, property rep.

Absent: Jamie Curry, Emily Parkhurst (non-voting member: Pastor Michael TeKrony).

Call to Order: The meeting was called to order by Jeff Bradem at 5:34 PM.

Devotions: Pastor Rick led devotions by reading a verse from Philippians. A letter of thanksgiving to be able to do God's work together and a reminder that God's work through Holy Shepherd is not done yet. Prayers were lifted up and communion was shared.

Minutes: Gerald motioned to approve the October minutes, Kevin seconded. Motion passed.

REPORTS:

Pastor's Report: See attached. A couple of highlights: Continuing to shift committee liaison assignments to Michael. No decision has been made yet on paying Rick for all or some of his unused sick leave. Randy is working with Mary and the Synod to see if there is a synod policy regarding this issue. Jeff asked who would take Rick's place as the Executive Team liaison, could be Michael or could be the new interim pastor.

Staff Reports: See attached. Note that there will be a Christmas celebration on Wednesday, December 20th as a fund raiser for the youth. Dinner, music and fellowship.

Vision: Kevin reported that all members of the vision team have been asked to attend Pastor Sarah Moaning's presentation on December 16/17th. Vision team is pondering "What is the role of the team during the transition?" Quote and reminder from Kevin, "Good beginnings start with good endings".

Personnel: All annual reviews have been completed. Randy noted that there is a need for more ushers and a need to relook at the usher duties.

Financial: Gerry Scholten

The finances continue to look bad. Through October we have spent \$22,000 more than we have received in income. We still have around \$20,000 in reserves but this is not a large cushion for emergencies. The budget for 2018 has been started, there are lots of unknown due to the transition with Rick's upcoming retirement.

Property Report: Continue to work on the repairs from the spring hail storm. Property team will get a list of what needs to be replaced and/or repaired still and the cost of each item so we can determine priorities. We have been notified by the insurance company that the deductible for future claims will be changing from \$2,500 to \$50,000 for the church and \$10,000 for the admin building. We have not heard if the premiums will be changing.

The large coffee pot in the fellowship hall broke this last weekend. Gerald is looking to purchase a new one, cost around \$700, donations needed and he was able to raise some money this past Sunday.

Orkin will be coming out soon due to a mouse problem in both buildings.

Ministry Team Reports: One report was submitted by the Music and Worship Team. See attached.

Ongoing business:

Vacant ministry team position: Personnel and Finance will need a replacement for 2018. The Vice President will need to be elected during the annual meeting. We will review other needs in more detail next month.

Action items were discussed and updated.

Wish List: Coffee Pot added, see the office for other items if interested in helping in this area.

New Business:

Gerald motioned, Jeff seconded to approve Dennis Jacobson to preside on December 9th/10th if needed.

Safety & Security Team: Randy Updike and Jim Freeman have been working on this and have recruited 6 team members. They will be looking at all aspects of security and safety of Holy Shepherd from natural disasters to active shooters and medical emergencies. Please see one of them if interested in helping. They hope to have a final report in six months and may need a small budget to implement safety items.

The meeting was adjourned at 7:00.

Respectfully submitted,
Jackie Johnson
Secretary

March Action Items

Annual Meeting Amendments

Emily will draft a letter regarding the amendments to send to the synod. Jackie will sign as secretary.

April Action Items

Custodian position

Revisit topic during October 2017 meeting

May Action Items

Continuing resolution to form an ad-hoc team, called "Aesthetic Team" – Emily Parkhurst

September Action Items

Randy to look at sick leave policy to determine if Rick will be paid for his unused time.

Youth

- **Sr. High**
 - ELCA Sr. High 2018 National Gathering
 - 6 youth & 2 adults are registered.

- **Fundraising**
 - December 20th Christmas Celebration
 - Dinner, Music & fellowship
 - Involving youth, WNL Dinner team, Choirs
 - Stock-in-the-Flock
 - Month of February

Faith Formation

- **Youth Education**
 - Teachers scheduled through February.
 - Again, the committee feels the ministry “Growing with Jesus” has built faith relationships with many more youth than if we were offering Sunday School between services only on Sunday.
 - Education meeting soon to plan possible All Age gatherings in the upcoming year.

Worship

- Upcoming Prep:
 - Advent, Mid-week Advent, Christmas Eve & Season
 - Season of Epiphany planned

Website

- Continuing to tweak and update.
- If you have something you want on the site, please let me know.

OTHER:

Narthex design team (and other projects)

- A large end of year donation was given to this project which covers all expenses. (Fundraising is no longer needed for this project)
 - Narthex Lighting:
 - Kevin Klinkerfues is in the process of installation.
 - FH Projector
 - Will be installed Dec. 12th.
 - Sound/Light Board
 - Will re-evaluate the needs and move forward soon.

God's Peace, Karen Novess