

**HOLY SHEPHERD LUTHERAN CHURCH
COUNCIL MEETING MINUTES
November 18, 2019**

Present: Jamie Malone, Sue Scott, Scott Ikenberry, Emily Parkhurst, Kevin Klinkerfues, and Winston Herbert. Non-voting members: Karen Novess, Donna Madsen, Pastor Courtney, and Pastor Michael.

Call to Order: The meeting was called to order by Jamie Malone at 5:34 p.m.

Opening Prayer: Pastor Michael led the attendees in the opening prayer.

Welcome: Pastor Courtney was welcomed by the Church Council.

Ongoing Business:

- Financial Report: Scott presented financial reports for October. Discussion on percentage of budget that goes to Missions. Discussion on looking at reserve accounts.
- Budget Update Progress: Discussion on not receiving requests or information from ministries to assist in preparation of the 2020 budget. Information received from Property and Security. Stewardship for All Seasons (SAS) cannot be factored into the budget discussion for the 2020 Budget as we do not have knowledge yet of how SAS will fit into the Budget process. Discussion of potential new property staff position and how it would fit in the budget process. A sub-committee of Pete Morse, Donna Madsen, Karen Novess, and Pastor Michael was set-up to develop the potential new property staff position. Scott needs information from Winston on staff compensation, Pastor Courtney's benefits, and a budget line for the Outreach Ministry position's work. Discussion of using a Narrative Budget instead of a Line Item Budget.
- Pastors' Report:
 - Pastor Michael presented on Worship and Stewardship for All Seasons. Pastor Michael has resigned from South Metro Dean position because he wishes to place his heart elsewhere. Attended a rejuvenating Rejoicing Spirits meeting on November 17th. Pastor Michael has another year with Urban Servant Corps. Spent time preparing for a new colleague.
 - Pastor Courtney presented on her first day at Holy Shepherd. She is excited to get going. Installment date is set for December 7th.
- Karen's Report: Working on Installation Service. Wednesday is first time doing the Shepherd's Staff without doing a mass mailing. Office renovation is getting really close.
- Trust Committee Report: Emily presented on Trust Committee.
- Clean-up during Transition Committees:

1. Building Use Policy – The policy is in draft form but is being used. The sub-committee has added a member of the Safety and Security Team. However, the sub-committee has not moved forward otherwise.
 2. Constitution – We have downloaded the model Constitution but have not moved forward. Discussion on how much needs to be updated now compared to what should wait one year to be updated.
- Property Discussion: Discussion on building damage and dealing with insurance. Discussion of solar panel area weeds and garbage.
 - Staffing Discussion: Discussed property position and whether the custodian position can include the potential new property position.

New Business:

- Leadership Invites: Jamie, Sue, and Pastor Michael met and have reached out to members of Holy Shepherd to fill open positions. The three open positions will be President, Secretary, and Vision Team. Discussion of other ministries without leadership: Faith Formation, Evangelism, Fellowship, Property Co-Chair.
- Annual Meeting Planning: Annual Report re-vamp. Discussed timing of the Annual Meeting as dictated by the Constitution. The Annual Meeting will be held on Sunday, January 26, 2020 at noon. Discussed having another presentation(s) at the Annual Meeting that talks about how Holy Shepherd has affected the community or people in the Congregation. Could be 3 minute videos.
- Kevin presented on the Monday night groups. Presented on one of the recovery groups having a Christmas Eve gathering at Holy Shepherd. Council agreed this is a great idea.
- Holy Shepherd's Christmas Eve services will be at 3 PM and 5:30 PM.

Closing Prayer: Pastor Courtney led Council in final prayer.

Adjournment: The meeting was adjourned at 7:24 p.m.

Respectfully submitted,

Emily E. Parkhurst, Secretary