

**For The Lutheran Church of the Good Shepherd  
Council Meeting Minutes**

Meeting Date: **October 16, 2018**

Meeting Location: Room 202

In Attendance: Pastor Teal Anderson, Larry Burkhardt, Blair Fetzer, Pastor Greg Fetzer, Gail Fricke,, Ken Lorentzen, Gina Miller, Lauren Rein, Patty Resnick, Ruthann Sutherland, Sherman Canapp, Lindsay Guckert, Stuart Goemmer

Excused: Sharlene Krause, Dave Stark

Absent: **Sallie Gartside**

<b>Topic</b>	<b>Details</b>	<b>Action/Follo w-up</b>
<b>Call to Order</b>	Meeting was called to order at 7:04 by <b>Patty Resnik</b>	
<b>Opening Prayer</b>	<b>Pastor Greg's message was about a dear friend Pastor Eugene Peterson, the author of The Message which was a Gold Medallion Book Award winner, is now in Hospice care. He has refreshed Scripture for many through his thoughtful paraphrase of the Bible, published as The Message. The Beatitudes message in Matthew 5, was an inspiration he gave us, is you are Blessed even to the end of your rope, you are closer to God, and be content with who you are. No more or no less, you are cared for.</b>	
<b>Motion to approve September minutes</b>	<b>Patty asked for a motion to approve the September minutes.</b>	Motion Approved
<b>Reports</b>	Mission Group reports are on file in the church office and available at any member of the congregation's request.	
<b>Senior Pastor's Report</b>	Pastor Greg discussed an action item on membership requirements, and noted as we go through the Constitution and By-Laws, there needs to be some revisions made, and approved by the congregation. Commitment as a voting member verses an associate member leads to expectations that are measurable and that you give more than once a year, and or attend more than once a year. Pastor Greg asked that we table it for now.  Further discussion of the Constitution and Bylaws and any changes to be made will be discussed at the congregation meeting.	Informational Action Item: Have discussion at the Congregation meeting.

	The Care Ministry team is forming and about to start training before phone calls and visits are made to our inactive and new members. The first training class is Saturday the 27 <sup>th</sup> at 9:30 A.M.	
<b>Associate Pastor's Report</b>	Nothing additional	Informational
<b>President's Report</b>	<p>Patty stated that we need to give Stewart a % increase for raises. A motion was made by Patti after discussion of the percentage of increase, and agreement, that the increase would be 3% for the staff. Ken seconded the motion.</p> <p>Patty said we need to edit the letter for the congregation meeting, and that the agenda must be included, and a copy given to Pastor Greg. The Pre-Congregational Meeting Budget review is November 4<sup>th</sup>, and the congregational meeting November 11<sup>th</sup>.</p> <p>Patty asked who the council members were going off this year, and they are Larry Burkhardt, Sallie Gartside and Gail Fricke.</p>	<p>Motion Approved</p> <p>Informational</p>
<b>Vice President's Report</b>	<p>The new copier from Doceo was delivered Wednesday the 17<sup>th</sup>. The motion was accepted also, to accept a new service agreement. Blair negotiated with Doceo to include a cancellation clause for the old service agreement.</p> <p>With the Gift Policy being approved, Blair sent an electronic copy to Gina for the inclusion in the Policy Manual. Yvonne Lembo will come back to explain the policy to the congregation in the near future.</p>	<p>Informational</p> <p>Informational</p>
<b>Treasurer's Report</b>	Lindsay reported we had a large donation in September and that our Building usage is up for the year. We had five weeks in September giving us a surplus of \$3908.00 for the months receiving.	Informational
<b>Finance Committee Chairman</b>	Stuart provided the 2019 budget that included options for 1%,2%, and 3% staff raises. HR representative, Debbie Anthony, is developing a staff review process and initial feedback for 2018, and the staff is doing well. Notable differences in the budget from 2018 include reduced envelope income, NCCS building usage updates to reflect compensation for cleaning services and snow removal, decreases in cleaning services switching from contracted arrangement to a hired custodian,	

	<p>elimination of a hired bookkeeper position, replaced with a volunteer, decreases in the copier lease switching to a new company, and miscellaneous adjustments requested by council mission leaders.</p> <p>As pledges continue to come in, Rocky who is the finance secretary, will provide updates for envelope giving. The projected deficit remains sizable due to the projected decrease in giving. Deficits can be managed by controlling spending and increasing income via appeals to the congregation as well as increasing building usage.</p> <p>Compensation increases are part of the budget, and council approved a 3% increase for the staff for 2019. HR needs to receive a letter.</p> <p>Capital repairs and improvements are being looked at, and part of the cost is for the organ, which is about \$350,000. Stewart said this will be recommended at the congregational meeting to see how the members feel about a Capital campaign.</p>	<p>Action Item: A letter needs to be sent to HR for the 3% staff increases.</p> <p>Action Item: A letter will need to be sent to the members about the Capital campaign.</p>
<b>Christian Education</b>	Nothing Additional	
<b>Congregational Life and Service (CLAS)</b>	Council Meeting Notes Submitted	
<b>Facilities</b>	<p>The shrubs in front of the church need to be trimmed down, exposing the parking lot more.</p> <p>Classrooms should have locks that lock from the inside, and a covering for the glass.</p> <p>MCA Capital Repair survey underway.</p> <p>Duraclean contracted to remove areas of mold growing in the sanctuary carpet. Carpet treated with antimicrobial solution.</p> <p>Dehumidifiers purchased to help remove humidity from Sanctuary.</p> <p>Rock Spring Mechanical contracted for repairs/ dehumidifier install. Waiting on a quote on industrial dehumidifier.</p>	<p>Informational</p> <p>Action Item: Quote from Rock Spring</p>

	<p>The Sanctuary meets the code without adding an egress, and that we need an emergency plan in case of a Tornado for the church and Sunday school.</p> <p>Contracted Ductz to clean Sanctuary HVAC vents. This will be a two day process to thoroughly sanitize the vent system. Work scheduled for Nov 12/13</p> <p>Vents will be installed in the basement and in the doors to help with the circulation of air.</p> <p>Larry reported a trip hazard in the breezeway that will cost\$1300, to repair and raise the concrete, by Stabil Solutions.</p>	Informational
<b>Finance, Legal &amp; Operations (FLO)</b>	No updates submitted.	
<b>Outreach</b>	Nothing additional	
<b>Stewardship</b>	<p>Ken reported that the Stewardship committee suggested doing the budget after the end of the year, and that the pledge cards should be sent out with the year- end statements, as an alternative strategy. The Stewardship report explains more in detail the suggestions we would like to see and will address with council to be considered during the church constitution revision.</p> <p>When do we meet our operating expenses verses having money for mission work?</p> <p>We are reminded as good Stewards, we should use the pool of money we have and manage in a way that is pleasing to God.</p> <p>Ken reported that the pledge cards are coming back slow, and Gina pointed out that some came back with a wrong address, some are away in College or in the Service. Typically we receive a little over a 100 pledge card responses, with 480 sent out.</p>	Informational
<b>Worship and Music</b>	Nothing additional	
<b>Youth</b>	Pastor Teal reported that Youth Sunday is planned for February 2019	Informational

<b>Office Manager</b>	Gina said a letter needs to go out in relation to our Gift Policy for the receipt of \$1000 from the Hodgins Estate The assisting listening devises in Gina's office will be hooked up by Glen.	
<b>Next Meeting</b>	Tuesday, November 20, 2018, 7 p.m. in Room 202	
<b>Adjournment</b>	Motion made and seconded to adjourn meeting. Meeting adjourned at 9:02 P.M.	