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**February 20, 2018**

**Church Council Meeting**

**Present**: Pastor Frank Espegren, Gwynnae Byrd, Lisa Berg, Ted Norris, Bob Huckfeldt, Kim Hendricks, Devin Hill, Charlene Singley, Dan Carroll, Gerald Kilbert, Julie Spezia, Eric Piotrowski

**Absent**: Pastor Jon Haug, Diane White, Dean Petersen, Lisa Gardiner, Karen Ross, Nick Zylstra, Joel Kimmelshue

**Topics:**

1. **Call to Order @ 7pm - Gwynnae Byrd**
2. **Opening Devotions - Pastor Frank**
3. **Approval of Minutes - Gwynnae Byrd**

Motion to approve the January 16, 2018 minutes.

M/Lisa Berg S/Ted Norris Motion Passed 100% Approval

Motion to approve the executive officers of the council for 2018 as President Gwynnae Byrd, Vice President Lisa Berg, Treasurer Ted Norris, and Secretary Kim Hendricks.

M/Gwynnae Byrd S/Devin Hill Motion Passed 100% Approval

1. **Pastors Reports - Pastors Frank, Pastor Jon**

* **Pastor Frank Espegren**
* Christian Education program is firing on all cylinders from children’s ministries to adult education
* Resignation of Diane White is a severe blow but Linda Baldwin is open to stepping in as an interim executive director. Work will be done to cover all administrative positions including that being vacated by Kevin Lamb

Council was asked to approve Linda Baldwin as the interim executive director. Motion to approve Linda Baldwin as acting executive director of administration. M/Bob Huckfeldt S/Ted Norris Motion passed 100% approval.

* Working on a new vision statement for the church to move forward following the 150th anniversary
* Time is nearing for a profile of what is desired for the fulling of a 3rd “inspirer” position
* The council is asked to consider a $4,000 interest free loan for Pastor Jon Haug to help get them through a tight financial circumstance

The council discussed this. M/Lisa Berg to provide a $4,000 interest free loan with incremental payments. S/ Charlene Singley. After further discussion the motion was withdrawn. M/Ted Norris to provide a $5,000 moving subsidy with no repayment. S/Devin Hill. Motion passed 100% approval.

* **Pastor Jon Haug (absent at meeting, report submitted to council)**
* Haug family has moved to a new rental home and Pastor Jon is currently attending to his aunt following surgery
* Will attend Stephen Leaders training next February with one or two more individuals joining him to complete the Stephen Leaders team.
* The Crab feed was a success. Final numbers are not yet available but looks to have reached the $10,000 goal.
* The previous Sunday Pastor Jon was the solo pastor while Frank was away and he felt affirmed and grateful as part of the St. John’s ministry team
* He attended the MLK March, the Women’s March, lead teaching in a One Room Sunday School session, and kicked off lent with Ashes to Go and Ash Wednesday services
* Sarah Street announced her pregnancy and changes are being made to the plans for the Youth Gathering as she will not be able to attend
* Parent meetings have been held for Confirmation parents and parents of the youth going to the Youth Gathering

1. **Financial Report & Budget - Ted Norris**

A very brief report for January as the staff is in the process of migrating to a new AP & GL accounting system and Ted has not yet started to access the system.

Income Recorded

Actual

Month 199,473.65

**Expenses**

Month 134,054.85

**Available Cash – January**  **Balance**

Checking $ 73,901.62

Community Bank Money Market $ 316,887.81

MIF $ 315,161.81

Total Cash $ 705,951.24

The 2018 to be presented at the special congregational meeting on February 25 was presented to the council. The balance sheet is showing as not being in balance due to a change in the new system and the reports have not been customized to include the special accounts. There has been an decrease in giving units and an increase in the amounts that families are pledging as the capital campaigns come to an end.

A motion was made to approve the 2018 budget as presented.

M/Devin Hill S/Frank Espegren Motion Passed 100% Approval

1. **Director of Resources & Administration Report (absent at meeting) - Diane White**

* Diane’s final report in advance of her February 22 last day
* The Worship and Music Coordinator position will be upgraded to Assistant Director of Worship and Music with recruitment starting February 19 and a goal of hiring by April 1
* Shirley Capp has resigned as Events and Wedding Coordinator, the position is being revised to wedding coordinator and recruiting has begun
* Administrative coordinator, Kevin Lamb, has resigned. The job position will be revised with greater emphasis on database management and HR assistant functions and reduced from full-time to 60%
* A 50% position of Communications Assistant is being proposed. An organizational chart update will happen when new hires are in place.
* Staff was trained on the new database program and a contract for professional services has been established
* Alternative phone service has been located with improved service and reduced price
* The current internet service contract will be ended to proceed with a new and cheaper service
* 2018 budget has been worked on and prepared for congregation with expert assistance by Kat Laturneau
* Parking lot work will begin Phase 1 at a bid price of $28,875
* The architect has inspected the roof and we are waiting on an estimate for the roof repair
* Council will need to pass two resolutions in March for bank signing authority and authority to conduct business on behalf of the church

1. **Old Business**
2. Bylaws and Constitution Committee

Bob Huckfeldt and the other members of the committee present brought the proposed changes to the church constitution. Many of the items are mandated for inclusion by the ELCA model constitution. The council viewed and discussed proposed changes to the discretionary areas of the document and gave suggestions for wording changes. The committee will take the input from the council back to continue work on updating and amending the document.

1. **New Business** **– Gwynnae Byrd**
2. Church Vision Statement will be presented at a future meeting
3. Council members who have not already done so should submit their preference for committees to Gwynnae by email
4. **Announcements**  **– Gwynnae Byrd**

The property committee will be present at the March meeting.

The special congregational meeting to approve the 2018 budget will be on Sunday, February 25 at 1pm.

The Council was represented at the City Church event recently. Rebekah and Pastor Frank are brainstorming ideas for events with City Church in the future.

Adjourned at 9:48 pm

Next Meeting March 20 at 7:00pm

Respectfully Submitted,

Kim Hendricks

Church Council Secretary