

CHRIST LUTHERAN CHURCH
CONGREGATIONAL COUNCIL
MEETING MINUTES
APRIL 9, 2018
7:00 PM

ATTENDANCE:

Voting Member		
<input checked="" type="checkbox"/> Pastor Jim Kniseley	<input checked="" type="checkbox"/> Kayley Greenday	<input checked="" type="checkbox"/> Jim Schnellenberger
<input checked="" type="checkbox"/> Bill Mottet	<input checked="" type="checkbox"/> Darren D'Ateno	<input checked="" type="checkbox"/> Trenton Hizer
<input checked="" type="checkbox"/> Cathleen Jacobson	<input type="checkbox"/> Lucas Cochran-	<input checked="" type="checkbox"/> Mat Lewis
<input checked="" type="checkbox"/> Carol Jones		
Non-Voting: Member		
<input checked="" type="checkbox"/> Paul Quel		<input checked="" type="checkbox"/> Nancy LaVier
<input checked="" type="checkbox"/> Present		

CALL TO ORDER: (Jim S) – meeting was called to order at 7:01

DEVOTIONS: (Darren D) – from Philippians - don't argue and murmur

CONGREGATION COMMENTS: NONE PRESENT

REVIEW OF MINUTES: - March 2018 – Minutes were distributed. Jim S. made the motion to approve the minutes. The motion was seconded and passed. Yes- 8, No- 0

PRESIDENT'S REPORT: (Jim S) Jim read a thank you note from the Lakeside Presbyterian Church for our hospitality during Holy Week.

The ventilation fans in the restrooms in the common areas are not working. No complaints have been voiced from the congregation; however, a bad odor is noticeable to several council members.

Bundle of Joy- MOU (Memorandum of Understanding) was made for Wednesday, May 30, 2018.

Jim S. made a motion to approve the MOU request by the Bundle of Joy for May 30th. The motion was seconded and was passed. Yes-9, No- 0

There has been an estimate for the fence repair around the Prayer Garden which was damaged by Winn Transportation Company. A letter was sent to the company with the \$2,200.00 estimate. Their insurance company should contact us shortly.

Our emergency response procedures are being reviewed following a visit and meeting with the Fire Department representative Robert Foesman, which occurred on March 29th. He made numerous suggestions for improved procedures.

Jim put together a document entitled "**Christ Call to Ministry**" which provides a plethora of information about committees, key leadership roles and support positions that are vacant and available for members. It is a call to ministries to get more people involved. He has also drafted a new procedures and policies for our Medical response to emergencies, fire response, and Youth Protection policy which require review by council members.

Jim updated a MOU with Casa De Dios.

Jim S. and Jim I. are working on faith formation.

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Jim has also done research and planning for the Call Committee selection process.

PASTOR'S REPORT: (Pastor Jim K)

The day after Easter, two ladies approached him and wanted to join Christ Lutheran, Sarah Jo Albertson, and Rhoda Adelsen. Pastor noted that the current directory does not include all of our active congregation participants. Perhaps non-members who are active could be asked to join our church family.

Transition team – the next 6 weeks are very important. The team is trying to finalize the last questions for the mission site profile. The work of the transition team should be done by the end of May. There needs to be a reporting to the congregation after the Council reviews the work of the Transition team. This should be done before the report is sent to the Synod in June. July 22, the bishop will be here to do the installation for the call committee. The bishop will then do an orientation for the call committee which can be open to the congregation. After that the call committee works directly with the Synod until a pastor is put to the council for consideration. Bishop Humphrey's attendance on Easter Sunday was appreciated and a precursor to the involvement of the Synod in our task of finding a new pastor.

Pastor asked if anyone on council has anything else they would like from the transition team. No one had anything to add.

MINISTRY UPDATES (SEE AND UPDATE PRIOR TO THE MEETING YOUR SECTION(S) OF THE DETAIL WORKSHEET:

APRIL EMPHASIS

- Community Services (formerly Collective) (Jim S)
- Youth / Family Life (Darren D)
- Outreach (Lucas C)
- IT/Communications (Carol J)
- Evangelism (Kayley G)
- Worship & Music (Bill M)

MAY EMPHASIS

- Stewardship (Cathleen J)
- Vision / Transition (Trenton H)
- Finance (Mat L)
- Faith Formation (Jim S)
- Support of Ministry (TBD)
- Property (Jim S)

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OLD BUSINESS:

- **DECISION:**
 - Forwarding Faith Campaign - Monetary Goal and Schedule - (Kayley G) - there is a time line. The campaign will last 6 weeks. It will end on June 3rd. Kayley has scheduled some temple talks. She has three speakers scheduled. Hymnal wraps, bulletin inserts, brochures and other methods will be used to communicate the program and goals to the congregants. The goal is \$20,000.00 over a span of three years, which would be approximately \$100.00 per member over three years.
 - Bundle of Joy Pre-K Wednesday, May 30 graduation- voted during the President's report.
- **OTHER ACTIONS:**
 - Council Nominating Committee – Confirm returning members (Carol J) Carol has gotten responses from members and there is a good list.
 - Healthy Congregation Workshop 2 on April 21 – Set-up requirements & schedule (Jim S / Carol J)

There are 16 people signed up. Carol has gotten the food. Who will set up tables and chairs? Jim and Paul volunteered. Carol made a motion to purchase a TV for 500.00 for faith formation to do presentations. The motion was seconded. There was a discussion. Kayley made a motion to amend the original motion to spend no more than \$1,000.00 from the memorial fund. The amendment passed Yes 9, No – 0. **The final motion as amended, was moved by Carol, to spend no more \$1,000.00 to purchase a TV for Faith Formation. The motion was seconded and passed. Yes-9, No -0**
 - Gift Policy and Memorial Fund Committee - Council review, comments and recommendations (Jim S) Three people need to review the policy. Matt, Cathleen, and Darren volunteered and will review and give comments by April 20th. The Congregation will eventual have to vote to accept it.
 - Capital Projects Team –Select Council Liaison & Nominate potential members for a Capital Projects team (Jim S) Richard Tripp, Bob Boclair, Chuck Bost, Ernie Foltz will be asked to be on this team to start to put together the project, with the scope and the items covered so that next year we would have a plan.
- **INFORMATION:**
 - Door Hardware – Installation & rekeying church status – Installation will be completed this week.
 - Prayer Garden Fence & Light Pole Claim status – (**letter sent** to WINN Transportation noting \$2200.00 damage (Jim S) was included in the President's report earlier in the minutes.

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NEW BUSINESS:

- **DECISION:**
- **PROSPECTIVE MEMBER ORIENTATIONS QUARTERLY. JIM MADE A MOTION TO ACCEPT THE FOLLOWING DATE FOR THIS, THERE WAS A SECOND. THE MOTION PASSED YES-9, NO-0 (MAY 12, AUGUST 18, NOVEMBER 10, FEBRUARY 16/ THIRD SATURDAY OF THE MONTH / 10:00 – 12:00)**
 - Safe Haven - Approve Safe Haven statement and vote to self-designate CLC a Safe Haven (Jim S)
Tabled until the next council meeting.
 - Council Commitment to, Prioritization and Participation in Faith Formation, Youth / Family Life and Evangelism ministries document. Cathleen, Carol and Trenton will review this document and report back to the council in two weeks. **Jim S. made a motion to make Youth and family life, evangelism, faith formation our focus of the rest of the year. There was a second, the motion carried. Yes - 9, No - 0.**
 - Casa de Dios use of Sanctuary on Thursday evenings – Approve use and MOU (Jim S) The MOU wanted to insure that they have access to areas of the building that they need. **Kayley made a motion to accept the MOU with Casa De Dios as presented. The motion was seconded and was passed. Yes-9, No-0.**
 - Special Congregational Meeting on Sunday, September 16, 2018 after the second service to present candidates for council and to adopt new policies. **Jim S made a motion to accept the above date for the Special Congregation Meeting. The motion was seconded and passed. Yes-9, No -0.**
- **OTHER ACTIONS:**
 - Support of Ministry Committee Draft Continuing Resolution – Council review, comments and recommendations (Jim S) Three people are needed to review this policy and report to the Council by April 20th. Trenton, Kayley, and Darren agreed to this review.
 - Medical & Fire Emergency Response & Youth Protection draft procedures – All Council should review, and make comments and recommendations (Jim S) Jim S. suggested that the initial response be reduced to a laminated card for action to be in a notebook available in the lobby. He suggested that the doorkeeper needs to be the emergency response leader.
 - Other Emergency Response Procedures –
 - Assign / delegate other procedures to Council members - (Jim S)
 - Discuss Role of Council Member representative on Sunday mornings
 - Q&A on Read Ahead Materials for Special Council Meeting - Council review, comments and recommendations (Jim S)

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• **INFORMATION:**

- Stewardship / Commitment Sunday results – (Cathleen J) – In the chart at the end of the minutes.
- Summer Worship Schedule - (Jim S) Being reviewed by the worship committee.

TREASURER’S REPORT: (Paul Q)

The end of March continued the downward trend of our cash flow deficit. We ended over \$14,000 in the red. This was due almost entirely to offerings coming in under spending.

However there are three spending issues that, although minor, need to be brought to Council’s attention.

- 1.) Under the grouping Worship Activities is the \$500.00 budget line for Worship Ministry. This line has been charged with \$895.00. This was due almost entirely to the Seder Meal. 2.) Under the grouping Education and VBS is the \$500.00 budget line for Sunday school. This line has been charged with \$630.00 3.) Under Transition is the \$1500 line for Healthy Congregations. This line has been charge with \$1519.00.

The treasurer does not believe he has the authority to tell ministry leaders that they cannot continue their ministry just because they have expended their entire budget. He is, however, asking Council for guidance on how they wish these situations to be handled.

Jim S. moved to add a \$500.00 line item for the Seder Meal in the budget. There was a second, the motion passed. Yes-9, No-0.

UPCOMING EVENTS: Healthy Congregation Workshop 2 – April 21

ESL is hosting the final event for the year to have a Potluck Dinner for May 22, 2018 at 6:00 PM

There will be a yard sale on May 5, 2018 at 8:00 AM

- Doorkeepers (Open and Close. May- Kayley G)
- Devotions (May - Kayley G)
- Next Council Meeting: April 16 (special) and May 14

CLOSING COMMENTS: for the Good of the Church

THE EASTER SERVICE WAS OUTSTANDING. NEXT WEEK THE YOUTH ARE DOING THEIR STEAM FAIR AND IT SHOULD BE AN EXCITING EVENT. THE SEDER MEAL WAS EXCELLENT. HOLY WEEK WAS WONDERFUL. EVANGELISM- MEMBERS WILL BE VISITING LAKESIDE AREA CHURCHES. DARREN UPLIFTED KAYLEY AND MELISSA FOR THEIR BIBLE AND BREW AND ARC PARK ACTIVITY FOR CREATIVE EVANGELISM.

CLOSING PRAYER: (PASTOR)

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MEETING ADJOURNED AT 9:59

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MINISTRY UPDATES (DETAIL WORKSHEET)

Liaisons please update each ministry and bring to Council Meeting.

Ministry and Liaison		Comments	Debrief and Terminate or Completed or When?	Has a Committee Meeting been Conducted this past Month?	Membership Recruiting	Chairperson Selected (not Liaison or other Council Member)	Establish 2018 Goals and Objectives by end of February	Meeting Minutes Taken and Published (Bring to Council Meetings)
Faith Formation	Jim Schnellenberger	Initial meeting held in late February. Jim Ingraham has agreed to chair and will hold a meeting in early April. Adult Curriculum is under development through beginning of the Summer Schedule	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Scheduled Date: _____	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Scheduled Date: <u>Next meeting early April</u>	<input type="checkbox"/> Yes <input type="checkbox"/> No Scheduled Date: _____	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Name: <u>Jim Ingraham</u>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Copy provide to Council President on:: _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Collective	Jim Schnellenberger	Will rename • Community Services with next update to Continuing Resolutions. Meetings with hosted organizations scheduled for April Plans to meet with the girl's scouts and the garden club. Only one member – Jim S.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Scheduled Date: _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Scheduled Date: _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Scheduled Date: _____	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Name: <u>Jim Schnellenberger</u>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Copy provide to Council President on:: _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
IT/Communications;	Carol Jones	The Color copier came today. (April 9, 2018) The old copier makes black and white copies. The code for color will be monitored to insure official	<input type="checkbox"/> Yes <input type="checkbox"/> No Scheduled Date: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No Scheduled Date: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No Scheduled Date: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No Name: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No Copy provide to Council President on:: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No

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		business use only. The old copier has a limited life expectancy. It is not really expensive at this time, however when it breaks it won't be replaced. There is talk about getting a router downstairs, but probably for the fall. Pastor commented that it was very good to have the Easter services on Facebook. There needs to be a better wire system in the sanctuary for pastor's sermon.					_____	
Vision	Trenton Hizer		<input type="checkbox"/> Yes <input type="checkbox"/> No Scheduled Date: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No Scheduled Date: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No Scheduled Date: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No Name: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No Copy provide to Council President on:: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
Evangelism	Kayley Greenday	Talked about Bible & Brew will continue on the first and third Tuesdays of each month changing location. Capital Ale	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Scheduled Date: _____	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Scheduled Date: _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Scheduled Date: _____	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Name: _____	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Copy provide to Council	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

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		House will be the next location. Bill Frann will take the lead on current events and the faith. Lucas does the Off-topic Bible study, but has been invited to facilitate off and on with Bible and Brew. Flyers will continue to be used to advertise the event. Yard Sale May 5, Script program is still in use. The blessing cards are being used and that will continue. The refugee supplies program called Operation shoe box is being adopted. Save shoe boxes and we will provide a list of items to fill the shoe box. This is a fall event.	_____	_____	_____	President on:: _____	
Family Life	Darren D'Ateno	Goals have been developed from Carol and Nancy. The 2018 schedule runs through May. A Trolley tour, strawberry picking, etc. have been planned.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Scheduled Date: _____	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Scheduled Date: _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Scheduled Date: _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Name: _____	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Copy provide to Council President on:: _____

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		Carol, Nancy Henderson have been providing lunches for these activities. An Arc park activity was also planned.						
Stewardship	Cathleen Jacobson	Commitment/Promise cards were taken up and dedicated 03/18. The cards were placed in a locked room until such time as could be given to Cindy W. Jim S took it upon himself to remove the cards from the room.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Scheduled Date: _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Scheduled Date: _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Scheduled Date: _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Name: _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Copy provide to Council President on:: _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Worship and Music	Bill Mottet	Linda Pickles planned a meeting on April 22 nd after the second service. Linda gave a flyer to Cathleen on a new or repaired sound system for the choir if and when the system malfunctions.	<input type="checkbox"/> Yes <input type="checkbox"/> No Scheduled Date: _____	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Scheduled Date: April 22	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Scheduled Date: _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Name: _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Copy provide to Council President on:: _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

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Finance	Mat Lewis	The original mortgage is under the \$100,000.00 mark. There is a need for maintenance for repairs and improvement in the facility with a projected cost of approximately \$50,000.00 Our insurance policy is staying the same. We need a capital improvement campaign to insure that the mortgage is not affected. Paul and two others need to work on a compensation package for a new pastor.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Scheduled Date: _____	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Scheduled Date: _____ _April 3	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Scheduled Date: _____	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Name: Jim S	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Copy provide to Council President on:: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
Property	Mat Lewis		<input type="checkbox"/> Yes <input type="checkbox"/> No Scheduled Date: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No Scheduled Date: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No Scheduled Date: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No Name: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No Copy provide to Council President on:: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
Outreach	Lucas Cochran		<input type="checkbox"/> Yes <input type="checkbox"/> No Scheduled Date: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No Scheduled Date: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No Scheduled Date: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No Name: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No Copy provide to Council	<input type="checkbox"/> Yes <input type="checkbox"/> No

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			_____	_____	_____		President on:: _____	
Support of Ministry	Jim Schnellenberger	Draft guidance in form of a Continuing Resolution presented to Council for review and comment at the April Council meeting.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Scheduled Date: _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Scheduled Date: _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Scheduled Date: Month of April _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Name: _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Copy provide to Council President on:: _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No