



# July 18, 2018 Council Meeting

## St. Paul Lutheran Church

COUNCIL MEMBERS IN ATTENDANCE			
X	Pastor Grant Applehans		X Chris Clark, Member at Large
X	Tom Miller, President		Julie Hyrkas, Member at Large
X	Shirley Zierke, Vice President	X	Tyler Kroschel, Member at Large
X	Katie Fetterly, Treasurer		Arlie Post, Member at Large
X	Julie Coozenoy, Secretary		Jon Quale, Member at Large
X	Brent Eidenschink, Guest		

Meeting called to order at 6:32 pm by Tom Miller. Katie Fetterly opened meeting with devotions.

**Brent Eidenschink, member of our congregation and with Thrivent Financial** presented options on financial classes/workshops to present to the congregation. These classes will range from Tips for Living the Generous Life, to estate planning, young family and children/teen finances. The first class will be held on October 28, 2018 hosted by Brent of Thrivent Financial.

### CONSENT AGENDA (Agenda, Finance & Committee Reports) Eidenschink

- **A motion was made by Shirley Zierke to accept the Consent Agenda (July agenda with revisions, Finance & Committee Reports). Seconded by Katie Fetterly and unanimously approved.**

### JUNE MINUTES

- On June 24, 2018, via email, a motion was made by Julie Coozenoy to approve the June Meeting Minutes. Seconded by Pastor Grant and unanimously approved.

### CORRECTION OF MAY & JUNE MINUTES

- June Church Council Minutes: Mortgage balance reported at \$496,486; should have been \$486,387
- May Church Council Minutes: Children’s Ministry section reported they tithed to the church from their annual plant sale. That fundraiser did not tithe.
  - **A motion was made by Tom Miller to approve the corrections to previous Church Council Minutes. Seconded by Chris Clark and unanimously approved.**

### FINANCIAL REPORT

JULY 2018	ACTUAL
<b>General Fund Offering</b>	\$32,220
<b>Total Revenue</b>	\$36,113
<b>Total Expenses</b> (before mortgage)	\$17,334
<b>Net Income</b> (after mortgage payment)	\$13,451
<b>Mortgage Balance</b>	\$482,579
<b>Edward Jones Balance</b>	\$34,710

- Finance Team worked with our Edward Jones rep regarding the fixed portion of the Endowment Funds. The current CDs matured on June 25<sup>th</sup> with a return rate of 1.35%. Deposited the Judy Gatzow memorial funds into the account. Those funds, as well as the matured CD amounts, reinvested into new CDs totaling \$20,000 and are now earning 2.45%. These CDs must be purchased in \$1000 increments so that left us \$206 in a cash account which is basically a commercial savings account earning 1% until we reach another \$1000 threshold.
- Finance Team worked on assigning budget line items to the various groups/individuals who utilize that line item. We will be reaching out to each of the team leads to discuss our approach of taking ownership of the items to both make sure we can stay in budget, but also start the discussion as to what a realistic budgeted amount is for

each of the line items for the 2019 budget. We would also like to get a good idea of what each line item actually pertains to so we can be more accurate with our recordkeeping. There was a question of how much of this discussion should be done with the finance team and whether a council member should be involved as well.

- Claudia and Council Treasurer worked on guidelines regarding reimbursements. These guidelines have been discussed by the finance team and are ready for council to approve.
- We received final counters guidelines which are now ready to approve. Once approved, finance team will look to incorporating those guidelines into the overall money handling guidelines to be used for fundraising. We hope to have this by the August meeting.
- From a finance standpoint we are doing some house cleaning in the books. It won't change the bottom line, but will hopefully make the bookkeeping more transparent as to what is coming in from where and where that money is going out. An example is money that comes in for VBS is tagged with our VBS line tag on the revenue side and when expenses are paid for VBS, those expenditures are tagged with the VBS line tag as well. Not all income/expenditures have been done this way in the past and it is confusing and hard to determine what to code certain expenses. We'd like to know what the Council would like to see on the monthly reports.
- We set up the Scrip fundraising and it is ready to be implemented with the congregation.
- A financial snapshot letter has been written to go out with the quarterly statements and letter to update the congregation on where we are as of the end of June. We also put together a handout with "ways to give" that shows the current ways to give back to SPLC as well as introduces Scrip and the matching contributions drive.
- The \$2000 pledged to our Tanzanian congregations has been disbursed.
- Insurance is being reviewed.
- We received a \$5,000 donation from Rice industries. Many thanks for their generosity!

### **PASTOR'S REPORT**

Greetings in the LORD! This is a summary of my activity during the June/July period. Please let me know if you have any questions or would like more information.

#### Worship:

- We celebrated indoors and out. We blessed animals in place and invited them up for an anointing if their people were comfortable leading them up. We had treats for during communion, which were a good idea, but seemed extraneous during distribution.
- Wendy Hazzard preached on July 1st, and was well received in her debut. Jim Mericle preached on the 8th and was also well received.
- We will be baking bread next week for the experiment in communion during August.

#### Education:

- Sunday Bible study continues to focus on the book of Romans using the "Book of Faith" materials. We will be taking August off and restarting in September.
- I will be taking August to plan for education opportunities in the fall.

#### Congregational Care:

- Continued with pastoral visits to home and hospital and conversations in my office as well as telephone communications.

#### Visitation Team:

- The Visitation Team is doing quite well in their coverage and so has freed me to visit everyone quarterly and folks with pressing needs very regularly. During this time all direct requests for pastoral care were embraced, encouraged, and swiftly acted upon.

#### Administration:

- The communication team met to continue on our goals including launching the external communications team which is now meeting and working out scope and priorities of their work.
- I am finishing-up annual reviews with the staff.
- Softball league is underway at Ki-Chi-Saga Fields in Lindstrom on Tuesdays 6:30-dark. We are having a good time, with sufficient numbers participating. we've even won a few games :-)

- I have been meeting with Claudia Nelson in a summer/fall project to identify and address questions and inefficiencies in our recording and reporting of finances.
- The Narthex and Nursery team is forming and looking forward to its work of refreshing these spaces.

**COMMITTEE REPORTS**

**150<sup>th</sup> Anniversary**

- Did not meet

**All God’s Children Preschool**

- We had a board meeting on Friday to go over the new budget set up by Katie. It was decided that because of the low enrollment the preschool would only be able to run 3 days a week this year. I am in the process of contacting T-TH parent's and Jessica, the other teacher to see if this will work for them. So far, I have heard back from two of the parent's and they are good with it, and actually one of them asked to have their child come the 3 days instead of 2. I am waiting to hear back from one more parent who has twins enrolled.
- When we get the information and updated numbers the preschool board will then vote on the budget and then present it to the council for final approval. We have our next meeting on August 2nd.
- Updated numbers on children as of now for fall:
  - 3 days a week - 10
  - 2 days a week - 3
- I have made up fliers and posted them around the church. I also have fliers made up for the preschool board members to take and hang up in the community. We are looking into paid ads on Facebook to try and target the people we are interested in reaching out to. Wendy has added that the preschool is accepting registrations on the church website and on the constant contacts.

**Building & Grounds**

- No Report

**Children’s & Youth Report**

- Sunday School/ SPLASH/ Confirmation: Sunday School, SPLASH and Confirmation are completed for the Summer Break. SPLASH will start again on Wednesday September 19<sup>th</sup>, Confirmation on Wednesday September 5<sup>th</sup>, and Sunday School will begin again on Sunday September 9<sup>th</sup>.
- Mission Trip: Our 2018 Mission Trip is in the books. They were gone Friday June 22 to Sunday July 1<sup>st</sup>. They went to the Adirondack Mountains of New York, with stops at Niagra Falls on the way there, and the Rock and Roll Hall of Fame on the way back. There were 19 Youth and 6 Guides on this trip-

Guides:	Katie Galatowitsch	Gretchen Ohr
Julie Hyrkas	Wyatt Games	Josie Olson
Rhonda Tillman	Madison Holihan	Noah Reed
Jamie Hyrkas	Sam Hubrich	Anna Russ
Laura Walesheck	Heidi Hyrkas	Marie Russ
Laura Martinson	Kenny Hyrkas	Grace Solomonson
Marshall Ihfe	Jacob Ihfe	Autumn Tillman
Students:	Talia Martinson	Lily Walesheck
Jack Beaudette	Sydney Nenn	Sierra Walesheck

- While they are away, I am busy stay in touch with them by phone and text- collecting photos, updating contact information, dealing with any issues. It’s a big job. The group will be sharing their trip with us on Mission Trip Sunday September 23<sup>rd</sup>.
- This school year’s Mission Trip Fundraisers. The Fundraisers that are planned for this year so far are:
  - October 12-14 Craft Retreat, January 25-27 Craft Retreat, Feb 90 Spaghetti Supper
  - There will be more added as the year goes on.

- Vacation Bible School: July is all about VBS for me- We've had several Decorating Days, where volunteers from our church come and make decorations- We are ready now to move into the Fellowship Hall, Narthex and Sanctuary, after church this Sunday. Where some people see mess and Styrofoam, I see church members volunteering, gathering, and preparing their hearts to host our neighbors and friends for VBS.
  - Shirts are ready to be picked up, and now we are in a flurry of lists- medical, groups, snacks, stations, Missions getting materials to the right places and having Orientations for Station Directors and our Volunteers.
  - Our VBS is July 30- August 3, and our theme is "Shipwrecked" - rescued by Jesus.
  - During VBS week, we host families at our annual Neighbor's Night Out Picnic on Thursday evening August 2 and we go to FMSC as a group on Tuesday July 31<sup>st</sup>.
  - Our two Missions will be Collecting Kid Friendly food for summer bags for NACE, a food shelf in East Bethel, and Operation Christmas Child. We will be making some items to go in our bags this fall, and challenging families to fill a OCC box during the week.

### **Communications**

- See Pastor's Report

### **Counters**

- No Report

### **Global Missions**

- Migoli congregation recently used money in their general fund to purchase a motorcycle for their pastor, to get to distant preaching points, and to purchase, doors, windows and materials to help finish a church they have been building.
- Creation Vacation Fundraiser scheduled for September 21<sup>st</sup> & 22<sup>nd</sup>, 2018.
- Tanzania Sunday scheduled for October 14<sup>th</sup>, 2018.

### **Loaves & Fishes**

- We continue to work on the Amazing (G)Race which will kick off on October 7th and conclude on November 18<sup>th</sup>. We are also starting to look at a fall pledge drive.

### **Martha's Servers**

- No Report

### **Outreach**

- No Report

### **Prayer**

- Meeting opened with prayer.
- Assignments were made for August worship services.
- As per Wendy Hazzard's request, we discussed the Prayer Chapel and the possible need or desire for this team to use the space. At this time, we do not have a need for the space and agreed it should be used for other purposes. The sign identifying the room should be removed.
- Dee reminded the team of the need to wear their name tags identifying themselves as Prayer Team members when "working". Kathie will make sure that everyone has a Prayer Team name tag.
- Read and discussed an article from Living Lutheran Magazine, "Prayer - the Bread of Life."
- Ended the meeting with intentional prayer.

### **SPPRT**

- No Report

**Visitation**

- No Report

**Worship & Music (WAM)**

- No Report

**OLD BUSINESS**

- Ice Cream Social: The church council will be sponsoring an Ice Cream Social on Sunday, July 29<sup>th</sup>; all council members have signed-up or been assigned an item to bring.
- Stagecoach Days: Registration has been submitted for SPLC's booth for Saturday, September 15. We will be looking for volunteers to man the booth as the date gets closer.
- Scrip Fundraising: The program has been set-up and will be kicked off at the July 29<sup>th</sup> Sunday Service. Scrip fundraising is a no-selling program that enables families to raise money for St. Paul Lutheran Church. Scrip is just another way to pay for everyday purchases using gift cards in place of cash, checks, and credit cards. You purchase gift cards from SPLC at face value, and your coordinator orders those cards from Great Lakes Scrip Center at a reduced price. The difference is an instant rebate for SPLC.
  - **A motion was made by Tom Miller to purchase Scrip cards to have available for sale on Sunday mornings (up to \$1000). Seconded by Katie Fetterly and unanimously approved.**
- "Give Back to Pay It Forward" Matching Giving Program. The church council is excited to launch this program to help offset our deficit and to celebrate St. Paul Lutheran Church's 150th Anniversary. St. Paul Lutheran has had a rich history over the last 150 years and we are looking at continuing that legacy well into the future. As a result, we are challenging the entire congregation from, July 29th 2018 through the end of the year, to participate in a matching contributions initiative.
- Technology Team: Is in the process of being formed, members of our congregation are being contacted
- Welcome Center: Pastor Grant has put together a team to work on updating our nursery and creating a welcome center in the Narthex. More information to follow at the August Council Meeting.
- Insurance Claim for Roof: No report back yet from adjustor, expect report back for the August Council Meeting
- Council Retreat Follow-up: Due to time constraints, continued discussion on this will be postponed until the August meeting.

**NEW BUSINESS**

- Patti Lichtscheidl, All God's Children Preschool Director, submitted her letter of resignation. St. Paul Lutheran Church Council accepted her resignation.
  - *Patti has been our All God's Children Preschool Director for almost all of the time it has been in operation. She has given of herself to this program for 18 years. She has worked tirelessly to make sure that the children receive not just a positive learning environment but a solid foundation in God's love. She will be greatly missed.*
- Guidelines:
  - Reimbursement Policy: Guidelines have been set for personal reimbursement of any items purchased for St. Paul Lutheran Church. This includes preapproval for items purchased over \$200. Guidelines will be shared with all team leads. Complete guidelines will be available in "Guidelines" book located in the church office.
    - **A motion was made by Tom Miller to accept the Guidelines for Reimbursement recommended by the Finance Team. Seconded by Shirley Zierke and unanimously approved.**
  - Facebook Use Policy: Guidelines for posting events, pictures, updates, etc. to social media sites (Facebook) has been established.
    - **A motion was made by Tom Miller to accept the Guidelines for Using Facebook recommended by the Communications Team. Seconded by Katie Fetterly and unanimously approved.**

- Credit Card Processing Equipment: The Communications Team has researched and made a recommendation SPLC purchase the equipment necessary to process credit card payments. This equipment will be closely monitored to ensure proper use.
  - **A motion was made by Julie Coozenoy to accept the Communication Team's recommendation to purchase the equipment necessary to process credit card payments. Total cost of equipment not to exceed \$750. Seconded by Shirley Zierke and unanimously approved.**
- Prayer Chapel: The Prayer Chapel is no longer being used as it was originally intended. Discussion was held about future use. Decision was made to discuss with Rod Jasmer, as the Prayer Chapel was originally created after the passing of Rod's wife, Val.
- Global Mission Payment: This payment has been made.
- Council Meeting Schedule: Council meetings will return to the third Tuesday of the month (during the summer months council meetings had been moved to Wednesday's to accommodate our softball team).
  - **Motion was made by Tom Miller to move St. Paul Lutheran Church Council Meetings back to Tuesday evenings (third Tuesday of the Month). Seconded by Shirley Zierke and unanimously approved.**

**Next Meeting: Tuesday, August 21 (executive session BEFORE)**

**Devotions: Julie Hyrkas**

- **A motion was made by Julie Coozenoy to adjourn the meeting. Seconded by Tom Miller and unanimously approved.**

Church Council returned to Executive Session at 9:15 pm

Submitted by:

*Julie Coozenoy*

Julie Coozenoy

St. Paul Lutheran Council Secretary

#### **Summary of Motions Made at July Church Council Meeting**

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- **A motion was made by Tom Miller to approve the corrections to previous Church Council Minutes. Seconded by Chris Clark and unanimously approved.**
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