**Salem Lutheran Church Council Meeting Minutes, Thursday, April 16, 2023 – 10:00 am**

Due to multiple council members unable to attend the scheduled meeting on Thursday, April 13, the April Salem Council meeting was rescheduled to Sunday, April 16 to address Call Committee Report.

On Friday/Saturday, April 14-15, the New business agenda items (see \* below) were addressed via email (note that Mary was not available via email and did not participate in voting).

President Shannon Bruhns called the meeting to order.

Members present: Shannon Bruhns, Doug Bruhns, Laura Gardner, Sue Langerud, Dan Rice, Mike Swenson, Cindy Haugsdal, Pastor Joel Guttormson.

Absent: Marci Adeogun, Mary Peterson, Pastor Joel Guttormson (did not attend as meeting was to address call committee information/discussion).

**Secretary’s Report:** March Minutes were available for review. There were no additions or corrections.

Doug moved to accept the minutes, seconded by Dan. All approved.

Communication and correspondence – Anonymous donations of $200 will be deposited in the general fund. Salem sincerely appreciates these donations.

**Treasurer’s Report:** Doug provided a written report.

Total income for March 2023 $19,407.99

Total Expenses for March 2023 -$27,812.87 (Income less expense $47,220.86) Includes accounting adjustment to close out the dedicated parsonage fund that listed $49,646, however, as noted in previous minutes, there were no longer any funds in this account.

Checking account balance (3/31/2023) $38,591.82

FTSB/Tuckpointing account balance $127,309.00

CD’s at FTSB (3/31/2023) Reserves $26,014.17/Ness Estate $3,230.02

CD at MBT (3/31/2023) Ness Estate $52,215.45

**Financial Secretary’s report:** Laura provided a written report

2023 YTD total offerings (3/28/2023) $46,033

2022 YTD total offerings (3/28/2022) $45,551

Marci moved to accept Treasurer and Financial reports, seconded by Mike. All approved.

**Board Reports**

**Board of Worship and Music:**  Mary provided a written report: Reviewed planning that took place for Palm Sunday and Easter; working on Pulpit supply and Liturgy planning.

**Board of Life & Growth:** Sue provided a written report: Working on Pastor Joel’s Farewell party scheduled on May 14 at 10:00 am.

**Board of Stewardship and Social Ministry:** Dan provided a written report: Reviewed planning for Congregational “Thank you” Barbecue lunch on April 30 which will be prepared and funded by committee members.

**Board of Property and Management:** Mike provided a written report: Quote for steeple repair is $82,657; Johnson Heating coming on Friday to assess the heat situation in the education wing.

**Board of Youth:** Marci provided a written report: Reviewed youth events that took place on Palm Sunday and Maundy Thursday; the board will meet on 4/23 and will be finalizing planning for final Faith Formation, Faith Statement night, Confirmation Sunday and Graduation Sunday.

**Pastor Report – Complete Pastor reports are available for review in the church office.**

**Lead Pastor’s Report:** Pastor Joel shared a written report that included Pastoral acts in March and accounting for vacation and continuing education days/Sundays used and planned. Additional topics in his report included:

* Summer Feeding program – At the March LMAMA meeting Pastor Ryan Henkel was chosen to take over as Summer Food and Fun Administrator. Pastor Joel continues to share information required for providing the meals at Salem.
* Confirmation Students have completed their required work and are prepared to be received into full membership. Faith statement night is May 3 and Affirmation of Baptism (Confirmation) is on May 7.

**Old Business:**

1. Constitution review and revision (Continued)
   1. Ongoing – no update.
2. Call Committee Report – addressed in person on Sunday, April 16 rescheduled Council meeting.
   1. Lead Pastor Duties and Responsibilities – Shannon shared this document to be included in the Ministerial Site Profile (MSP).
   2. MSP Update – Shannon shared the summary of the Ministerial Site Profile that will be presented for congregational endorsement at a special congregational meeting. Salem’s Purpose, Giftedness and Mission descriptions were reviewed. Leadership needs were also reviewed and were based on survey results and small group meeting input.
   3. Special Congregational Meeting April 23, 2023 at 10:00 following services with purpose to vote on the MSP.
   4. Proposed Interim Intentional Pastor – When the Call Committee and Bishop Jones met on 4/2/2023, Bishop Jones offered the potential availability of an Intentional Interim Pastor to Salem. It is noted that previously, Salem had been advised that an interim pastor would not be available. The Call Committee reserved the right to meet to further discuss this new development which was done at the earliest on Wednesday, April 12th. The purpose of the Intentional Interim pastor would be to serve the Salem congregation onsite during this transition and act as an impartial outside resource to help Salem membership address issues of conflict with healthy and loving conversations in preparation for moving forward in the call process and for welcoming and supporting a new pastor. The Intentional Interim pastor would continue to work closely with the Call Committee as they prepare for interviews. The Call Committee members discussed and are in favor of interviewing the proposed Intentional Interim Pastor. The Council needed to approve this and would also be involved in the interview process. The Council had a lengthy discussion, reviewing the pros and cons. Mike moved to proceed with an interview of the proposed Intentional Interim Pastor, seconded by Dan. All approved.

**New Business: \*** (addressed via email – see above notation)

1. Approve Confirmation students
   1. Hayden Wempen, Gavin Paton, Makenzie Budach, Cora Sauer, Tori Sterrenberg, Kaylie Sylvara have completed the requirements for Confirmation. Cindy moved that these students be approved for Confirmation, seconded by Mike. All approved.
2. Facilities Use Agreement Form – This agreement form is required by our insurance carrier, Grinnell Mutual. Mike and Board of Property/Management have approved this form. Marci will be the point of contact for new groups using our facility. Current groups using facilities at Salem will be contacted by Shannon to complete this form. This works in conjunction with the Certificate of Liability Insurance document which most groups have already submitted. The newest group to submit the Certificate of Liability Insurance document is the Food Shelf. This insurance is carried by LMAMA which also then works for the Summer Feeding Program. Cindy moved to approve the Facilities Use Agreement form and to fully implement this program which is required by our insurance carrier, seconded by Mike. All approved.
3. AED/CPR Training and Policy – Grinnell Mutual requires designated AED responders, initial training, refresher training in AED use, maintenance of on-site training records and a description of the training program. Also, all designated responders for AED training complete American Heart Association CPR/AED course. Shannon has arranged for Beth Aschenbrenner to provide CPR/AED training Saturday, May 20th in the Fellowship Hall from 1:00-3:30. This will be included in the bulletins and several members have already agreed to be responders.
4. 2022-23 Thrivent Choice Dollars Allocation – The campaign to allocate Thrivent Choice Dollars to Salem resulted in our receiving $2,422 so far. Dan will have ‘Thank you’ in the April 23rd bulletin. This will allow for any late monies received to be added and also is good news to share the day of the Special congregational vote to approve the Ministerial Site Document.
5. Administrative Assistant Computer Hard Drive – Because the hard drive crashed and needed to be replaced, a text vote to Council members on March 19 requesting money be taken from the Thrivent Choice Dollars to cover these costs. Doug moved to pay for the new computer and any service fees, seconded by Laura. All approved. $1,362.54 was paid from the account to cover the cost of the new hard drive/service fees.
6. New members – None
7. Transfers/statistical adjustments – None
8. Next meeting will be held Thursday, May 11, 2023, at 6:30 pm in the Salem library.

Doug moved the meeting be adjourned, seconded by Dan. All approved. The meeting was adjourned.

We closed with the Lord’s Prayer.

Respectfully Submitted,

Cindy Haugsdal