**Salem Lutheran Church Council Meeting Minutes, Thursday, March 3, 2022 – 6:30 pm**

President Shannon Bruhns called the meeting to order at 6:30pm.

Members present: Drake Abbey, Marci Adeogun, Shannon Bruhns, Sondra Nelson, Mary Peterson, Al Skellenger, Pastor Joel Guttormson and Cindy Haugsdal.

Member absent: Sue Langerud

Pastor Joel led us in devotions and prayer.

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

Sondra moved to accept the minutes, seconded by Al. All approved.

Communication and correspondence – None

**Treasurer’s Report:** Drake provided a written and verbal report.

Total income for February 2022 $18,698.10

Total Expenses for February 2022 $22,064.75 (Income less expense -$3,366.65)

Checking account balance (2/28/2022) $38,986.94

CD’s at FTSB (2/28/2022) Reserves $26,014.17/Ness Estate $10,614.41

CD at MBT (2/28/2022) Ness Estate $52,215.45

**Financial Secretary’s report:** Sondra provided a written and verbal report

2022 YTD total offerings (2/28/2022) $29,752.00

2020 YTD total offerings (2/28/2021) $35,998.00

Al moved to accept Treasurer and Financial reports, seconded by Mary. All approved.

**Board Reports**

**Board of Worship and Music:**  Mary provided a verbal report – Working on Lenten soup/study and services, Palm Sunday, and Easter; the board will continue to recruit readers and liturgical choir participants; march Pastor schedule/replacement in his absence was reviewed; Easter Resurrection Garden will be repeated this year – information will be included in future Worship bulletins.

**Board of Life & Growth:** Sue provided a written report. The board compiled a list of activities conducted at or by Salem Church to be posted on Facebook and in a letter to the Graphic; reviewed board responsibilities as described in the constitution; supplying and serving the Wednesday evening New and Renewing Membership soup/study meal during Lent.

**Board of Stewardship and Social Ministry:** Al provided a verbal report – planning an educational activity focusing on thankfulness, generosity and gratitude on Sunday, May 1 worship service with a meal after the service.

**Board of Property and Management:** Shannon shared minutes from the meeting held on Wednesday, 2/23/2022 with all but one member in attendance. Members agreed to meet monthly onsite; discussed the concept of a “walkabout” to identify areas of need; 2 areas in need of significance are tuck pointing and roof repair; water and furnace filter schedules as well as water softener salt delivery will be arranged; use of the building for ministry and how that correlates with the need for repairs/upgrades needs to be a consideration on setting priorities; the membership and responsibilities of this board according to the constitution are being reviewed; a Loss Control report from Grinnell Mutual with a listing of recommended actions is under review; developing a plan to review incoming bills in order to approve expenditures from the board budget, excluding normal monthly expenses.

**Board of Youth:** Jen and Marci provided a written report. Marci led discussion of items in the report that included: First Communion Class schedule/details being sent home to the 5th grade families; Children singing at Sunday service on March 13, April 10 and May 8; Confirmation Retreat April 2-3; Confirmation Faith Statement Night is May 11 with pictures and pizza before; Confirmation on Sunday May 15; 7th grade Confirmation students will have an end of the year pizza party/games on 5/18 after school; Graduation Sunday is May 22 and seniors will be invited to be recognized at worship and a breakfast celebration following the Sunday service; Bingo and breakfast/rolls planned for all ages after the Sunday Church service on 3/13; Bake Sale fundraiser for youth activities on Saturday 4/9 and Sunday 4/10; Youth board will “egg” houses for Easter celebration – requesting donations of plastic eggs and candy; VBS meeting was held 2/27 at Winnebago and board will be assisting with the set design for the week; Registration for Summer camps with deposit deadline is 6/5/2022 – Board will write a letter to Enduring Gifts to request financial support for remaining costs.

**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 February and accounting for vacation and continuing education days/Sundays used and planned. Additional topics in his report included:

* Vacation/Renewal – planning a week of vacation (including 1 Saturday and 1 Sunday) in June after VBS and Synod Assembly.
* Jury Duty – Pastor has been called for Jury Duty, current trial dates are 4/22, 5/4 and 6/1.
* Administration and Planning – 24 worship liturgies were planned last month (includes funerals, midweek services, Sat/Sun services for Lent) and working on finishing up planning through Easter.
* Confirmation – Riverside Retreat preparation continues, Hannah Sterrenberg and Maddie Mannes will attend as Junior leaders; will finish the year with planning/preparing stoles, faith statement preparation and pizza party.
* VBS scheduled June 6-9 at Winnebago; Salem will host the closing celebration with an ice cream social.
* Altar Guild – decreased membership and participation has generated discussion of alternative strategies to prepare and serve communion regularly. Discussion of options and what this would look like are being considered.
* Saturday evening service – the feasibility of continuing the Saturday services will be due for reconsideration in April 2022.
* Living Waters Conference Synod Resolution – A resolution to clarify how lay people are equipped, qualified, supervised and supported is being developed by the Living Waters Conference.
* Pastor Joel shared that Pastor Steve Smith’s mother passed away recently; Cindy will send a sympathy card to Pastor Smith from the Salem Council on behalf of the Salem congregation.

Drake moved to approve Board/Pastor reports, seconded by Marci. All approved.

**Old Business:**

1. Constitution
	1. Review ELCA Model Constitution and Guidelines – Constitution, Bylaws and Continuing resolutions were each defined, and Shannon and Pastor Joel led a discussion on each of these parts. Shannon is working with the boards to be clear on the responsibilities and membership requirements for each board within the constitution.

**New Business:**

1. IRS notification – Drake provided clarification regarding 2 notices from the IRS (notice CP080) regarding federal income taxes and payroll taxes withheld from employees’ wages (Form 941) in 2020. After investigation into these notices, Drake reported that the taxes were paid at the time and both tax return forms were found and have now been mailed to the IRS. We are awaiting a response from the IRS. Drake also noted the possibility that the two returns may have been filed on time and that the IRS could just be behind in processing them. NOTE: Based on the dates of the two missing returns, it is possible that the return for the intervening quarter (the quarter ending September 30, 2020) may not have been filed but this has not been confirmed. There have been no IRS notices received regarding this time frame.
2. New members – none
3. Transfers/statistical adjustments - none
4. Next meeting will be held Thursday, April 7 at 6:30 pm

Al moved the meeting be adjourned, seconded by Sondra. All approved.

The meeting was adjourned.

We closed with the Lord’s Prayer.

Respectfully Submitted,

Cindy Haugsdal