

## **Salem Lutheran Church Council Meeting Minutes – Thursday, February 11, 2021 – 6:30 pm**

President Shannon Bruhns called the meeting to order.

Members present: Marci Adeogun, Shannon Bruhns, Scott Hagenson, Sue Langerud, Heather Mannes, Drake Abbey, Al Skellenger, Pastor Joel Guttormson and Cindy Haugsdal (via Zoom)

Member absent: Sondra Nelson

**Devotions and Prayers:** Pastor Joel led us in devotions and prayer.

**Secretary's Report:** January minutes were available for review. There were no additions or corrections. Scott moved to accept the January minutes, Heather seconded the motion. All approved.

Communications and Correspondence – Thank you was received from 2020 After Prom committee for our donation last year; Request for a donation from the 2021 After Prom Committee. The amount donated last year was not available at this meeting therefore donation was tabled and will be addressed at the March Council meeting.

**Treasurer's Report:** Report was available for review.

Total income for January \$27,372.78

Expenditures for January \$19,182.33

Checking account balance (1/31/2021) \$48,385.89

Building Fund (previously Htg/AC Project) balance (11/30/2020) \$791.36

CD's at Farmer's Trust Bank \$26,014.17/\$10,526.47

CD at MBT \$30,000

Drake was welcomed as our new treasurer. He is reviewing the different reports with Mike Swenson and becoming familiar with the system/program. Drake will look into PPP loan options and will investigate if Salem is eligible to apply for additional funds. Cindy raised the question regarding Synod benevolence on a monthly basis to meet budgeted amount. Discussion was tabled and be readdressed at the March Council meeting.

**Financial Secretary's report:** Sondra provided a written report. Sondra was not present this evening.

2021 YTD total offerings (2/9/2021) \$24,078

2020 YTD total offerings (2/9/2020) \$25,797

Heather moved to accept treasurer/financial secretary reports, Sue seconded the motion. All approved.

### **Board Reports**

**Board of Worship and Music** – Heather provided a verbal and written report. The board is making plans for Ash Wednesday (which will include kits with ashes for this service) and Wednesday evening Lent services. Lenten services will be at 7:00 pm.

**Board of Life & Growth** – Sue Langerud provided a verbal report. The Board of Life & Growth has not met in the last month but has been planning for collection of items for health kits; relocating donation baskets for things like eyeglasses, etc; and continuing the opportunity for members to purchase farm animals in support of ELCA Good Gifts.

**Board of Stewardship** – Al Skellenger was welcomed as the new chair of this reactivated board. As we review and update our Constitution and By Laws, specific responsibilities of this board and others will be clarified.

**Board of Property and Management** – Scott Hagenson provided a verbal report. The board is proposing a campaign to raise funds to pay off the remaining Cemetery Loan of \$13,000. Shannon requested that a draft of the letter to the congregation be sent to Council for review. Scott will work with Marci when the letter has been approved. The floor scrubbing machine is in need of repair and the board is looking into this. Next month they will be addressing major building concerns (education building roof leaks/bell tower).

**Board of Youth** – Jennifer provided a written report. Marci led discussion of items in the report that included planning for First Communion on Maundy Thursday, Easter, and Confirmation Retreat in early May, Confirmation Sunday in May, Graduation Sunday on May 23, Summer Day Camp in August, and Baptism bible update. The committee requested information regarding Camp Scholarships. The board was advised to send a letter to Keith Johnson, treasurer of the Enduring Gift Fund Committee, to request funding for Camp Scholarships.

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

Pastor Joel submitted a written report which included Pastoral acts in January and accounting for vacation and continuing education days/Sundays used and planned. Additional topics in his report included:

- Pastor Joel's COVID-19 Journey – Pastor Joel shared that he recently had 2 days of testing at Mayo regarding persistent COVID symptoms.
- Update on Pastor's Call Process and Mobility Papers – In an effort to be transparent with the Council and congregation, Pastor Joel shared that he submitted his mobility papers in October 2020, which were then approved by the synod. The executive council was previously advised that he was working on this process. Pastor Joel indicated that he would not need to, but is willing to address any discussion/questions regarding this process.
- Summer Day Camp – Contract has been signed and registration fee paid for the week of August 3, 2021. Issues that are yet unclear are safe housing for camp counselors with host families or other options considering COVID-19.
- Confirmation Retreat – Planning continues for a confirmation retreat at Riverside in May. There are only 5 students that have indicated interest in attending thus far.
- Worship Preparation – Working on Lenten liturgies through Palm Sunday, including Saturday, Sunday and Weekday worship services. The theme for Lent is "Created for Community". Pastor shared the time/effort required for the preparation of these 20 scripts.
- Faith Formation – First communion class, begun last March (2020) but not completed, will begin again in March. Working on adaptations needed for these classes due to COVID-19. Pastor shared an update on confirmation classes/time involved for preparation and actual classes. There was also a separate discussion regarding the importance of adequate communication with the church office as to use of facilities at Salem in order that there is appropriate cleaning between activities in the church. Scott will communicate expectations based on our Covid Policy with Barb (Custodian).
- Living Waters Conference Meeting – Annual conference meeting will be via Zoom. Pastor Steve Brackett will represent the Synod and discuss the election process for selecting a new bishop. Shared a goal of the conference to retire out "Feeding My Starving Children" bill of approximately \$1,700. Pastor Joel asked if Salem would consider having our Lenten offering and/or a "noisy" offering dedicated to help retire this expense. Sue moved that the Board of Life and Growth work with the Board of Stewardship to organize collection of a "noisy" offering during Lent for "Feed My Starving Children", Al seconded the motion. It was clarified that Lenten services offering would go toward the general fund. All approved.
- NEIA Synod Assembly – The Northeastern Iowa Synod Council has approved moving the 2021 NEIA Synod Assembly to a one-day online virtual event set for Saturday, June 12.

Scott raised discussion related to Pastoral care and outreach to members. Pastor Joel reminded the Council of the responsibilities that he carries as the lead and only pastor at Salem and the list of responsibilities that Pastor Melinda previously managed that have not been taken up by others, but added to his responsibilities. Shannon concluded that the Council will review and look for ways that the Council and congregation members can engage and assist in supporting Pastor Joel to meet the needs of the congregation, but also pointed out that members want to hear from the pastor.

Scott moved to approve board/pastor reports, Marci seconded the motion. All approved.

#### Old Business:

- A. Stewardship Drive – Tabled until March Council meeting as Sondra was not present to give an update.
- B. Computer Upgrade Status – Any upgrades to current computers is on hold for now, as Marci continues to become familiar with her new role and the current computers/programs. The copy machine service provider, Joe Fiala of Fiala Office Products, LTD, will be cleaning up the hard drive on the primary office computer for a fee of \$300. No vote needed to approve as this is considered maintenance.
- C. Council Vice President – This position is still open – we continue to look for a member who is willing to step up and serve the congregation in this role.

#### New Business:

- A. Board of Stewardship – The Board of Stewardship and Social Ministry was renamed as the Board of Stewardship at the Annual Congregational Meeting.
- B. Board Budget responsibilities – Shannon reported that the long term goal is to have all board chairs be responsible for approving board expenditures. This discussion will continue as the roles/responsibilities of the boards are reviewed.
- C. Bank Signatories – At the Annual Congregational Meeting on Sunday, January 24, 2021, Shannon Bruhns was elected Salem Lutheran Council President and Drake Abbey was elected Treasurer. Shannon replaced Stephanie Steffens and Drake replaced Mike Swenson. All signatories have been updated at MBT and are pending at FTSB.
- D. Weather Cancellations – The cancellation procedures have been reviewed – cancellations will be posted on Face Book, KIOU and KIMT Channel 3.
- E. Recycling Fee – Scott looked into the recycling costs through Waste Management. He reported that Salem, as a commercial entity, is not required to have a recycling bin. Scott moved to discontinue the recycling bin through waste management, Al seconded the motion. All approved. Marci will contact waste management.
- F. Continuing Resolutions for 2021
  - a. Constitution/By-Laws – this document requires updating to meet the ELCA template. This is a priority for 2021. Shannon reported that she hopes to involve a cross section of the membership to revise this document.
  - b. Membership – Membership list will continue to be reviewed and updated. The goal is to identify, engage and reach out to members who are not involved/attending and remove those who may have moved or are attending elsewhere.
  - c. Strategic Planning – Shannon reported that she is reviewing past documents for vision and planning for Salem to help guide us in developing a strategic plan.Scott mentioned Thrivent Choice dollars matching opportunities. Shannon will look into this and report at the March Council meeting.
- G. New Members: None
- H. Transfers: None
- I. Visitor Comments/Questions – None
- J. Next Meeting Thursday, March 11, 2021 at 6:30 pm in the fellowship hall.

Scott moved to adjourn, Al seconded the motion. All approved, meeting adjourned.

We closed with the Lord's Prayer.

Respectfully submitted,

Cindy Haugsdal