

Salem Lutheran Church Council Meeting Minutes – Thursday, July 15, 2021 – 6:30 pm

President Shannon Bruhns called the meeting to order.

Members present: Drake Abbey, Marci Adeogun, Shannon Bruhns, Heather Mannes, Sondra Nelson, Al Skellenger, Pastor Joel Guttormson and Cindy Haugsdal. Gail Porter attended as representative of Board of Life and Growth.

Member(s) absent: Scott Hagenson, Sue Langerud

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

Secretary's Report: June minutes were available for review. There were no additions or corrections.

Drake moved to accept the minutes. Heather seconded the motion. All approved.

Communications and Correspondence – Thank you notes from Chike and Lincoln; Donation from Gladys Biehl; request for donation for Mini Golf park project from Lake Mills Park and Rec, donation declined at this time.

Treasurer's Report: Drake reviewed the report.

Total income for June \$18,851.12

Expenditures for June \$21,747.05 (-2,895.93)

Checking account balance (6/30/2021) \$37,740.32

Building Fund balance (6/30/2021) \$2,831.26

CD's at FTSB (6/30/2021) \$26,014.17/\$10,526.47

CD's at MBT (6/30/2021) \$30,000/\$151.23

Final distribution from the Ness Estate was received - We received the final distribution of \$24,305.19 from the Ness Estate. Of this amount, 10% will be deposited into the general fund and the remainder will be held in a one-year CD at MBT. This distribution will be combined with our current MBT CD of \$30,000, which is up for renewal on July 28. We also have a \$10,500 CD with Ness Estate money at FTSB. There is an additional FTSB CD of \$25,869.36 of reserve money. Salem will have three CDs to manage between the two banks.

Financial Secretary's report: Sondra provided a verbal and written report.

2021 YTD total offerings (6/29/2021) \$109,711

2020 YTD total offerings (6/29/2021) \$115,224

Al moved to accept treasurer report. Heather seconded the motion. All approved.

Board Reports

Board of Worship and Music – Heather provided a written and verbal report. The Board of worship discussed communion packets/will continue until the Covid management team meets again; the Saturday evening service was discussed including low attendance, recording for Sunday radio and need for council to discuss options for moving forward. Discussion resulted in a decision to monitor attendance at the Saturday service over the next 3-4 months and review at the October Council meeting again.

Board of Life & Growth – Gail Porter provided a written and verbal report. The Board continues to work on contacting members to update on re-opening and membership status; The Virginia Thomas Memorial Hymn Sing with the National Lutheran choir was held July 10, 2021. 140 guests attended the event. The choir consisted of 19 members of the National Lutheran Choir and 15 community members. The organ was tuned, and minor repairs completed prior to the event. Donations for organ maintenance were collected at the Hymn Sing. The children's bags have been laundered and restocked. Lyle is replacing broken dowels on the bag tree.

Board of Stewardship – Al Skellenger provided a verbal report. The Board met and helped stuff envelopes for recent stewardship mailing. Beginning to work on the 2021 Stewardship campaign.

Board of Property and Management – Scott Hagenson provided a written report. Coffee pot has been repaired by 4 Seasons Coffee, but there were problems last Sunday so they will be coming back to work on it

again; Air conditioning is working throughout the church, waiting for the bill from Johnson Heating; Mason City Roofing is working on repairing leaks in the educational unit and chapel, \$1800 estimate – board approved the repairs; \$1000 estimate to concrete between sidewalk and road on south side of church, Turf trimmers will prep ground and Grothe Concrete will do cement work. Board recommends council do this for safety concerns – tabled until Scott or Board representative is in attendance as there were questions by Council members; Bushes were trimmed prior to July Jubilee; Lyle Thomson put new door handle on office.

Board of Youth – Jennifer provided a written report. Marci led discussion of items in the report that included: Working on preparations for Ingham-Okoboji Day Camp will be held at Salem August 2-5 from 9am to 2 pm – Theme is Brand New Auto Shop; future meetings will address plans for Fall Faith Formation and Confirmation; Blessing of the backpacks is scheduled on Sunday, August 22; Rally Sunday is scheduled on September 12.

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

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

- Pastor’s Fellowship Breakfast – Pastor Joel would like to begin to offer this fellowship event/fundraiser for camp scholarships, retreats, UNI lock-in and the 2022 ELCA Youth Gathering. Looking at having the first breakfast on Friday morning, July 30 from 8-10 am in the lounge.
- NEIA Synod Assembly – a synopsis of the Synod Assembly can be found at <https://www.neiasynod.org/2021-synod-assembly/> The Rev. Kevin T. Jones, Mason City, was elected to serve a six-year term as our next bishop.
- The Tri-Synodical Fall Conference will be held at Lutheran Church of Hope in West Des Moines and online Sept. 20-21. Attendance will be available in person and online. The theme is “Leading Difficult Times”. Pastor Joel plans to attend in person, using continuing education funds.
- Membership Roster Review – this process is recommended annually to have an accurate count of our membership. Pastor shared information from the ELCA model constitution regarding definitions of membership. Discussion of combining this process with the calls that are being made by the Board of Life and Growth.

Heather moved to approve board/pastor reports. Drake seconded the motion. All approved.

Old Business:

- A. CD – Due 7/28/2021, the CD will be renewed after an adjustment of withdrawing 10% toward the general fund for 2021. See Treasurer’s Report for more details.
- B. Office Administrator Position Update – (Marci was not present for this part of the meeting) Shannon shared a review of information on Fair Labor Standards Act; Reviewed the office administrator job description in place when Marci was hired; noted the 2021 budget/actual expense for the office administrator. Shannon provided a proposal that recommended: 1) The office administrator position continue to be 36 hr/wk for now; 2) Re-evaluate in Nov/Dec 2021 for 2022 budget with consideration of hours/benefits; 3) Develop a formal time-sheet/review process; 4) Require pre-approval for hours worked over 36 hours; 5) Council oversight recommended; 6) Revise job description. Al moved that we move forward with the proposal presented. Sondra seconded the motion. All approved. Marci returned and was advised as to the proposal and vote.
- C. Constitution and By-Laws – Shannon continues to review the model ELCA constitution and will also be reviewing with members of Salem along with Pastor Joel Guttormson to continue to make progress toward revising Salem’s constitution. We are reminded that our current constitution was not approved by the NEIA Synod.

New Business:

- A. Safe Gatherings – Child Protection Policy – Tabled for this meeting.
- B. Stewardship Drive – updates came from the Board of Stewardship.

- C. Other New Business – Covid management team will be meeting in August.
- D. New Members: None
- E. Transfers/Statistical adjustment: Denise Korn, Ellen Lodin, Madi Lodin, Haley Krull.
- F. Next Meeting Thursday, August 12, 2021 at 6:30 pm in the fellowship hall.

All moved that the meeting be adjourned, Sondra seconded the motion. All approved, meeting adjourned.

We closed with the Lord's Prayer.

Respectfully submitted,

Cindy Haugsdal