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

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

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

Absent: Al Skellenger

Guest: Bishop Kevin Jones

Pastor Joel did not attend the first part of the meeting that was led by Bishop Kevin Jones regarding the Call Process.

Bishop Jones led us in devotions and prayer.

**Special Topic Presentation: \*Call Process Pilot Program** – Bishop Jones will be working with Salem as the representative from the NEIA Synod and shared recommended best practices for the call process. This includes reviewing the Salem Constitutional Guidelines for calling a Pastor. He reviewed important things to consider when selecting the call committee including the size (recommended 6-12 members), diversity and representation (should be a cross section of the membership), Election process (vote to accept membership at a congregational meeting), and the recommended qualities of the committee (supportive of Salem and the community as well as the doctrines of the Lutheran faith). Once the membership is accepted by the congregation, Bishop Jones will meet with the Call committee and instruct them in preparing a Ministry Site Profile.

Bishop Jones left the meeting and Pastor Joel joined the meeting.

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

Drake moved to accept the minutes, seconded by Mary. All approved.

Communication and correspondence – 2 anonymous gifts of $50 each was received and deposited in the general fund.

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

Total income for October 2022 $20,043.61 (5 Sunday month)

Total Expenses for October 2022 $18,799.94 (Income less expense $1,243.67)

Checking account balance (10/31/2022) $42,333.77

CD’s at FTSB (9/30/2022) Reserves $26,014.17/Ness Estate $3,230.02

CD at MBT (9/30/2022) Ness Estate $52,215.45

Drake transferred $7,430.52 from the Ness Estate for annual withdrawal to General Fund. He renewed the remaining funds in the CD for 6 months.

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

2022 YTD total offerings (10/31/2022) $174,958

2021 YTD total offerings (9/28/2021) $192,496

Sondra reported that a total of $627.41 was raised for the Good Samaritan Fund through Noisy offerings collected from September 25 – October 23, 2022.

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

**Board Reports**

**Board of Worship and Music:**  Mary provided a written and verbal report: A welcome message has been added to the hymn boards; Bell choir will have special music November 6 and again in December; Bibles were handed out to 4-year-olds and 3rd graders on 10/30/2022; Thanksgiving Eve service will be held in the Chapel; Faith Formation Christmas program will be 12/18/2022; December special music was discussed; Christmas decorating plans and ordering poinsettias was discussed.

**Board of Life & Growth:** Sue provided a written and verbal report: The board will be making Chrismons 11/9/2022; All 5 1st graders have prayer pen pals; Samaritans Shoe Boxes are due 11/16/2022; Decorating the sanctuary scheduled for 11/26/2022 at 9:00 am; Looking into singers for July Jubilee Songfest.

**Board of Stewardship and Social Ministry:** No report/Al was absent.

**Board of Property and Management:** Shannon provided a written and verbal report: Boiler violation – inspection (clear violation and annual) will be 11/16/2022 with Dan in attendance; no chapel updates; Grinnell Insurance – Shannon arranging with someone to provide AED training; Janitorial responsibilities – Barb has been using a different cleanser for toilets and sinks that is removing rust; Bell Tower – Signed quote and invoice forms mailed to Pajic Tuckpointing with tentative plans to begin work in Spring 2023, with option to move out to June if funding not met by Spring; City of LM water usage report found that water ran for 7 hours on one specific date, Janitor not on site that day, no reason why water was on and then shut off; Donated Wall art will be hung in the Fellowship Hall rather than the Narthex; Discussed a “Congregational Work Day” – date pending.

**Board of Youth:** Jen and Marci provided a written report. Marci led discussion of items in the report that included: Confirmation students attended the UNI Lock-in and went on a field trip to Waverly, Iowa in October; 9 students registered for a Riverside Retreat in November; WELCA made a contribution to pay part of the registration fees and the Youth Activities Fund paid the balance; Trunk or Treat attracted a large turnout expressed appreciation for all who donated baked goods and volunteers who decorated their trunks and passed out goodies; Confirmation students will be participating in a food drive on 11/9/2022; Faith Formation is working on the Christmas Program that will be presented on 12/18/2022 at 9:00 Services; working on plans for a Christmas Party and Christmas Caroling – details not yet finalized.

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

* UNI Lock-in – Pastor attended along with 4 confirmands and Jill Budach.
* Funeral arrangement Issues – Pastor Joel and Pastors Bill, Randy and Ryan Henkel of Emmons met with the Mittelstadt Funeral home staff regarding the changing culture surrounding funeral arrangements and logistics in providing pastoral/congregational/funeral director care.
* Bible Sunday – Pastor Joel has suggested returning to gifting Bibles to 4-year-olds at Rally Sunday and continue gifting Bibles to the 4th Graders on Reformation Sunday. Noted with thanks that Megan Ritter assisted with 3 weeks of instruction for 4th graders and parents in preparation.
* Food Drive – Confirmation students will partner with One Christ to canvas the Lake Mills community soliciting food items for the Community Food Pantry.
* Chess Club – Pastor Joel will be a volunteer for the Chess Club at the LM School on Tuesdays from 3-4:00 pm.

Mary moved to approve Board/Pastor reports, seconded by Sondra. All approved.

Pastor Joel left the meeting following his report.

**Old Business:**

1. Constitution (Continued)
   1. Review ELCA Model Constitution and Guidelines –
2. ELCA Northeastern Iowa Synod \*Call Process Pilot Program
   1. Bishop Kevin Jones attended the meeting and shared recommended best practices for developing a call committee. (\*See Special Topic at the beginning of minutes)

**New Business:**

1. 2023 Annual Meeting
   1. January 22, 2023, at 10:00 am in the Sanctuary
   2. Alternate date January 29, 2023
2. Nominating Committee – Committee met 11/2/2022 and began calling and recruiting to fill open positions. There are some boards that will have the entire board that has completed their term so there is a need consider some adjustments to avoid this in the future.
3. 2023 Budget
   1. Drake is working on the 2023 Budget. Board Chairs will be notified by Marci as to YTD income and expenses. Board chairs should send budget proposals for 2023 to Drake by December 1, 2022.
4. Approved Capital Project – Tuckpointing
   1. Dedicated Account for $65k – Board of Stewardship will be meeting next week to finalize the letter to members requesting donations to the Capital Project – Tuckpointing.
5. New members – None.
6. Transfers/statistical adjustments – None.
7. Next meeting will be held Thursday, December 8, 2022, at 6:30 pm in the library.

Sue 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