**Salem Lutheran Church Council Meeting Minutes, Thursday, November 4, 2021 – 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, Pastor Joel Guttormson and Cindy Haugsdal.

Members absent: Scott Hagenson, Heather Mannes, Al Skellenger

Pastor Joel led us in devotions and prayer.

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

Sondra moved to accept the minutes, seconded by Sue, all approved.

Communication and correspondence – Request for participation in the Holiday Drive through Light display from LM Chamber – Marci will present this event to the Board of Youth to see if they are interested.

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

Total income for October 2021 $26,007.84

Total Expenses for October 2021 $17,271.13 ($8,736.71)

Checking account balance (10/31/2021) $33,043.99

Building Fund balance (10/31/2021) $181.36

CD’s at FTSB (9/30/2021) Reserves $26,014.17/Ness Estate $10,526.47

CD at MBT (9/30/2021) Ness Estate $52,176.00 (previously two CD’s – now combined)

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

2021 YTD total offerings (11/1/2021) $192,496

2020 YTD total offerings (11/1/2020) $189,566

Marci moved to accept treasurer and financial reports, seconded by Sue. All approved.

**Board Reports**

**Board of Worship and Music:**  Heather provided a written report. Thanksgiving service will be on 11/24/2021 at 7:00 pm in the sanctuary; “Thank you” cards will be provided to those in attendance, encouraging each person to send someone a note of thanks; planning 1 Christmas Eve service w/communion on Friday, 12/24/2021 at 5:00 pm; this service will be taped to be played on KIOW on Sunday 12/26/2021; no services offered on Saturday, 12/25/2021; Regular service on Sunday, 12/26/2021 at 9:00 am; looking for pulpit supply to cover Pastor Joel vacation in March 2022.

**Board of Life & Growth:** Sue provided a written/verbal report. All four 1st graders are paired with a prayer pal; Service ideas were handed out with bulletins on Sunday, 10/31/2021 for God’s work Our Hands; served lunch for youth and families after clean-up/service project 10/31/2021; Samaritan’s Purse Christmas shoe boxes are due 11/14/2021; working on Advent preparations; considering a birthday list of members; discussed subscriptions to the Lutheran Standard paid for by Salem. Sue moved that for non-contributing members the subscription will be discontinued, Drake seconded the motion. All approved.

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

**Board of Property and Management:** Scott provided a written report. Heating system is functioning well throughout the church; Johnson Heating/AC came back and worked on issues in the Narthex; waiting for a bid on some extra heating and cooling for the foyer area due to freezing of pipes in the ceiling last winter; Total Lock and Glass will be coming to service entrance doors in Foyer and southwest educational unit; looking into issues regarding lighting in the sanctuary. Cleaning the carpet in the fellowship hall was also discussed.

**Board of Youth:** Jen and Marci provided a written report. Marci led discussion of items in the report that included: “God’s Work, Our Hands” Sunday, 10/31/2021 was a success with 75 people attending lunch following cleanup activities; Christmas Program scheduled 12/12/2021 at the 9:00 am service; Christmas Caroling event for members and nonmembers planned on 12/19/2021.

**Pastor Reports – 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:

* Portico Services – completed enrollment process for Silver + Plan for 2022.
* Housing Allowance resolution 2021 – Requesting a motion to approve increasing my housing allowance to $36,000. This is an adjustment for allowable tax deductions and not an increase in my total combined compensation. It would reflect a decrease in salary of $20,785 and an increase in housing allowance of the same amount. Housing expenses/improvements are deductible, which this year includes residing painting the garage and installing tow new garage doors and openers. Sue moved to approve Pastor Housing allowance resolution for 2021, seconded by Drake. All approved.
* Bible Study – continued participation in the One-in-Christ bible study in Salem’s fellowship hall Wednesday mornings. Led the last two studies for Pastor Peters during his recent illness.
* Pastor’s Fellowship Breakfast – the 4th Breakfast will be held on Friday, 11/12/2021 from 8:00-10:00 am. Cost of groceries is $60, 5-6 hours of prep, serving and clean up with approximately 20 in attendance. Last month Al Skellenger provided a Thrivent Action Grant Card to fund purchase of food. Many that attend are shut-ins that would be seen monthly in homes. Raise about $70-100 towards youth activities at each breakfast. Future youth activities to be funded are UNI lock-in (cancelled for this year), ELCA Youth gathering summer 2022 (no Salem youth have expressed interest) and May 2022 Confirmation Retreat at Riverside.
* Monthly Communion Services at Mills Harbor and Care Center – scheduled the 4th Wednesdays of the month; no services in October at the Care center due to increased Covid cases; held communion service for the first time in 2 years at Mills Harbor; received assistance from Sondra Nelson and Ruth Sheldon.
* Thanksgiving plans with family in Minneapolis – Sondra will provide pulpit supply on Saturday, 11/27/2021 and Pastor will be back for Sunday service 11/28/2021 – First Sunday of Advent.
* Confirmation Classes – Sunday class schedule is going well; seeing increased attendance by confirmation students and families in Sunday worship and children’s time; nearly 100 youth and families participated in the God’s Work Our Hands on Sunday 10/31/2021; families that are attending Crossroads have decided that Sunday Confirmation Class doesn’t fit their schedule.
* Baptisms – Pastor has received two requests for private baptisms for infants of parents who are confirmed members of Salem.
* Provided an observation on his reflection/prayers about how best to respond to congregational member criticisms.

Sondra moved to approve board/pastor reports, seconded by Sue. All approved.

**Old Business:**

1. Budget Reporting – Drake, Shannon, Marci and Sondra continue to review the following reporting practices.
   1. Continued review Income/Expenses/Dedicated Accounts
   2. Establish Dedicated Accounts Development Guidelines
      1. Include Council review criteria/Financial Secretary discretion
   3. Develop description of Dedicated accounts for clarity
   4. Review Undesignated Memorials process
      1. Establish guidelines for Council review criteria/Financial Secretary discretion
   5. Financial Secretary reporting for Council – Sondra presented the following:
      1. Received a grant from the Robert and Gail Lande Foundation for $250 in memory of Martin and Mabel Lande to be spent wherever needed most. Sue moved that the grant funds be deposited in the general fund, seconded by Marci. All approved.
      2. Memorial received from the Jerome Hermanson family for $350 – designated $175 to Youth and $175 to Building Fund. Michael Gardner memorial received for $60 to the Hurricane Ida Disaster relief fund.
2. Nominating Committee Meeting
   1. Open Positions – Discussed open positions in 2022.

**New Business:**

1. 2022 Budget
   1. Board Chairs will be asked to review budget expenses in 2021 to use as a template for projections in 2022. Marci will provide chairs with information.
2. Any other new business – Life Serve Iowa blood drive dates for 2022 were reviewed.
3. New members – none
4. Transfers/statistical adjustments – none
5. Next meeting Thursday, December 9, 2021 at 6:30 pm

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