

All Saints Lutheran Church Council Minutes

August 21, 2018 at 6:30 pm

Council Members: Pastor Eric Aune, Andy Bronczyk, Mike Fasching, Rhonda Fenney, Dan Fero, Darcy Gray, Shelley Jagow, Kim Kurtz, Mike McPadden, Tim Sauer, Jeff Schmidt, Lindsay Schroeder, Al Steinhagen

Congregation Members: Chris Starr & Mark Frost

- I. Call meeting to order
- II. Devotions: Eric
- III. Business not related to a ministry team
 - a. Offering Drop: Need coverage on 2nd
 - i. No coverage needed on 8/26
 - ii. Online link: <http://signup.com/go/NmBimKg>
 2. Will need coverage for normal 3 shifts starting on Sept. 16
 3. Schedule updated through December
 4. **Action Item:** Darcy/Eric to email Lindsay with special services dates
 - b. Pastors Report: Pastor Eric
 - c. Rally Sunday (Sept. 16)
 - i. Worship at church on 9/16, go up to high school for all other activities)
 2. If bad weather, do rally in the gym? (talk with Julie Kuenzel to reserve the gyms)
 3. Do carnival activities in the school parking lot?
 4. **Action item:** Darcy will contact Julie about using school parking lot/gym for carnival
 - ii. Council serves pork chops
 2. Eat in fellowship hall at church, cook pork chops outside
 3. In cafeteria of lunchroom at school?
 - iii. Food/supply list?
 - iv. Pork chop donation status?
 2. Taken care of/being ordered
 - v. **Action item:** Lindsay to do offering drop for Rally Sunday
 - d. Opportunity for feedback from Mark Frost and Chris Starr
 - e. Charter review/Update
 - i. All charters are due for a review/update. Please schedule a meeting with your team and do so.
 1. Finance, Learning, Youth and Family
 2. Proposal to send out/review/approve electronically by Andy, 2nd by Eric, voted and approved
 - ii. Also, come up with 2-3 goals for the fall (e.g., something new or what big tasks does your team need to do).
- IV. Motion/Discussion/Vote to approve minutes from last meeting: Completed electronically
- V. Treasurer's Report
 - a. Review of graphic annual summary provided by Jeff
 - i. M&M profit of \$7k for month of July
 1. Moving the right direction – hopeful for trend to continue
 2. August may be down due to Stiftungsfest Sunday (we are sponsoring worship this year)
 - ii. Building fund – hit target of \$10k per month this month again (2nd in a row)
 - iii. M&M fund balance at end of July was down ~\$13k
 1. Unrestricted Savings account funds balance of ~\$12k as of today
 2. Restricted Savings account funds balance made up of ~\$25k for the new sanctuary chairs
 3. In September, will add line to report for 2018 borrowed amount (and break out legacy amount and 2018)
 - b. July report – motion to approve by Al, 2nd by Mike M. Discussion. voted and approved
- VIII. Ministry Team Updates –
 - a. **Youth and Family** –
 - i. Reviewed charter. Ready for council approval
 - ii. Still need to make some goals for the fall

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- iii. NYA Pool review
 - 1. Pretty big hit – filled the pool! ☺
 - 2. Comments of asking to do it again
- iv. Pancake breakfast this year?
 - 1. Dedication Sunday? 10/28
 - a. Do a hayride again on that day?

b. Building and Grounds

- i. Al met with Miller – they had ~\$20k available in their funds for landscaping
 - 1. B&G team made some changes to landscaping
 - ii. Front of church planted with plants
 - 1. Would like to continue with additional landscaping
 - a. Do the 'U' shape part and continue around the side
 - b. Looking to do more on Saturday 8/25, and would like volunteers to help
 - c. Also looking for helpers to water plants
 - d. Mike Eggers is running the schedule for this
 - iii. **Action item:** Dan to add all members of B&G to the charter
- c. Finance – Deferred to September meeting
- iv. Review of buckets of income (using the tool agreed upon by team). Darcy provided the latest data from last month
 - v. Discuss simplifying the books (e.g., are there old accounts that could be collapsed to simplify Darcy's job?)

d. New Building Project –

- i. Phase 1 update
 - 1. Miller is delayed
 - a. May be further delays
 - b. Piano scheduled for 9/13 delivery
- ii. Review of additional Phase 1 scope document
 - 1. No additional problems
- iii. Move in plan
 - 1. 9/10 should be their last day, would get on 11th or during that week
- iv. Utilities cutover? Move out deadline from Carquest?
 - 1. Jeff called Jaguar to discuss cutover to church
 - a. **Action item:** Jeff & Al to discuss the plan for cutover further
 - b. **Action item:** Al will talk to Shawn tomorrow to discuss sound system
 - c. **Action item:** Eric to contact New Life Communication to get packing list of what was sent
 - 2. Plan to be out of Carquest by 10/1
 - a. Can stay longer, per Pete, if needed
- v. New Chairs Discussion
 - 1. 41 chairs still needed as of today
 - 2. \$8,800 in restricted funds that have not been designated and could be used for chairs, per Eric
 - 3. Possibilities to cut costs of chairs
 - a. We currently have card & pencil holders on each chair
 - i. Could cut to every other (saves \$5.88/chair - \$635 total saved)
 - b. Interlocking connection is currently to have the ability to curve the chairs
 - i. If we change to straight interlocking
 - 1. Savings of \$7.00/chair (total savings of \$1,000)
 - c. Every chair will need to be unloaded and opened to make sure there is no damage on delivery, as they don't cover damage
 - 1. **Action Item:** Dan will contact them to see what the straight interlocking is comprised of
- d. Dan reached out to Davis Furniture company out of Wisconsin to get additional quote for chairs

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- i. Company could make the same type of chairs (2 inches shorter)
 - 1. With pencil holders (every other chair), straight locking, books stacked underneath chair
 - a. \$32,696 total quote
 - b. This would be fully funded as of right now (175 chairs)
 - c. Lead time is 90 days – chairs would get here 12/1
 - ii. They also make high top tables
 - 1. Price out 3-5 tables
 - a. Congregation can donate toward this
- 4. **Action item:** B&G ministry will generate a list of additional items that funds could be raised for
- 5. Potential Motion
 - a. Be it resolved that since the Dedication Service for our new building has been set for Sunday, October 28 and the production of our new sanctuary chairs takes 8 weeks and since the congregation has purchased 175 chairs leaving only 41 chairs yet to be purchased that we place our order and initial deposit of 50% of the total for the new sanctuary chairs so they can be delivered in time for our Dedication Service on Sunday, October 28. The remainder of amount needs to be paid upon delivery, and will be borrowed from undesignated memorial funds within the restricted savings account if needed.
 - b. Motion made by Eric, 2nd by Mike M, voted and approved.
- e. **Generosity and Gratitude** – defer to September meeting
 - i. Any new electronic givers?
 - ii. Charter status?
 - 1. **Action Item:** Mike will work on charter and contacts
 - iii. Contacts on website status?
- f. **Learning Team** -
 - i. VBS review
 - 1. 31-WOW
 - 2. 109-Sunday School
 - 3. 68-Confirmation
 - ii. Learning ministry team meeting review
 - iii. Contacts on website
 - 1. **Action item:** Lindsay will send information to Andy
 - iv. **Action item:** Eric will have meeting with team to review
- h. **Witness Ministry Team** –
 - i. Charter status?
 - 1. Becca working on
 - ii. Contacts on website status
 - 1. Andy got list of contacts from Becca
 - a. **Action item:** Andy will send listing to Darcy
 - iii. Organize & update kids' bags for church
- i. **Worship Ministry Team** –
 - i. working on prep for September & October
 - ii. video tutorials
 - 1. Looking to start in October
 - iii. investigating improvements in Easy Worship projection
 - 1. Looking to stick with same Easy Worship projection, just purchase some additional backgrounds
 - 2. Won't be able to project on screen until the final walk through approval
 - iv. Summer Monday night worship review
 - v. Charter status
 - 1. **Action item:** Tim will work on this

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j. Mutual/Personnel Ministry Team –

- i. Eric – description of process/plans to fill Christin’s role. Long-term plan to fill Christin's role
 - 1. Discussion/questions/council feedback
 - a. Looking to fill 2 different roles, as part-time employment
 - 2. 1st role to fill Children’s Ministry Coordinator/Director (hope to have this filled by end of December/beginning of January)
 - a. Sunday School
 - b. WOW
 - c. Vacation Bible School
 - d. Remember the Promise Program
 - e. Assist Pastor in Teaching for Baptism and First Communion
 - i. Lindsay, Rhonda, Tim Sauer, Mike F, and Tim Simmons to be on team to look at filling role (as well as others from congregation that have asked to be part of this team)
 - ii. Darcy will lead WOW
 - iii. Eric will teach confirmation & guides will administer the program
 - 3. 2nd step would be to fill Youth and Family Coordinator/Director
 - a. Confirmation (Middle School Youth)
 - b. Senior High Ministry
 - c. Young Adults Ministry
 - 4. Any additional help from council needed?
 - a. Review meetings on Monday 8/27 for WOW, Sunday School & Confirmation
 - 5. If we have potential new hire, council will have special meeting with congregation to get input/approval to hire
 - a. Will need to address benefits of part-time position to include with job description
- ii. Need to also address potential of getting Associate Pastor at some point in the future, when Eric retires
- iii. Charter status
 - 1. Sent to Andy
- iv. Contacts on website status
 - 1. Sent to Andy

- IX. Review of new action items
- X. Adjourn Meeting with Lord’s Prayer
 - a. Motion by Lindsay, 2nd by Mike M
- XI. Next Meeting: Sept. 18, 6:30 pm
 - a. New All Saints building!

Carry Over Action Items Needing Closure

Responsible	Action Item	Due Date
All	Continue to think about new ways to engage new members to increase their stewardship	On-going
Worship team/Eric	Work together to organize strategic planning in August or will meet in new fellowship area after a service in the fall	September Council Meeting
Worship/Witness	Brainstorm on new ideas for incorporating new church members	On-going
ASL Council Members	Discuss starting up the mini-ministry fairs in Fall	September Council Meeting
Al	Get a ‘firm’ data for moving back into the church	ASAP

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Responsible	Action Item	Due Date	Completed?
All	Council to discuss in August proper document for recording and preserving policies/motions such as these.	September Council Meeting	
All	Discuss the change of how the pledged/non-pledged amounts are categorized and communicate to the congregation	August Council Meeting	
Finance	Determine what the average pledge per new family is over the past 5 years. <ul style="list-style-type: none"> ▪ This will help us estimate how much new income we could assign to new member growth each year. 	August Council Meeting	
Finance	Determine what our average per family pledge is for pledge families. <ul style="list-style-type: none"> ▪ Synod shared that a previous church they worked at, of similar size to ASL, had an average of around \$500 per pledged family 	August Council Meeting	
Eric	Call the top 10 families who are behind on their pledged giving to understand if a life altering event has occurred. If so, find out what we should change their pledge to.	August Council Meeting	
All Ministry Chairs	Review charters with respective teams and bring updated document to council meeting for review/approval.	August Council Meeting	

New Action Items From This Meeting

Responsible	Action Item	Due Date	Completed?
Eric/Darcy	Get schedule to Lindsay for all special services, to add to offering drop schedule	September Council Meeting	
Darcy	Contact Julie Kuenzel about using the Highschool parkinglot (and possibly the gym) for the carnival on Rally Sunday	September Council Meeting	Closed
Lindsay	Set up offering drop for Rally Sunday	ASAP	Closed
Dan	Add all member of the Building & Grounds ministry team to the charter	September Council Meeting	
Al/Jeff	Discuss the cutover plan regarding Jaguar in more depth	ASAP	
Al	Talk with Shawn regarding the sound system	ASAP	
Eric	Contact New Life Communication to get a packing list of everything that was sent for the sound system	ASAP	
Dan	Contact (?) to find out what the straight locking mechanism entails	ASAP	
Building & Grounds Ministry Team	Generate a list of additional ideas that funds could be raised for	September Council Meeting	
Mike M.	Work on charter and contact list for Gratitude and Generosity Ministry team	September Council Meeting	
Lindsay	Send contact information to Andy for Learning Ministry team email address information to post on All Saints website	September Council Meeting	
Eric	Meet with Learning Ministry team to review/update charter	September	

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Andy	Send Witness Ministry contact information to Darcy, to update website	September Council Meeting	
Tim	Work on Worship Ministry team charter	September Council Meeting	

Action Items Closed Last Month

Responsible	Action Item	Due Date	Completed?
Darcy	Provide updated reporting to Finance Team, to reflect updated giving amounts	ASAP	Closed
Al	Work with Miller's to get a possible date to have the picnic at church	ASAP	Canceled
Finance	Finance team to create a template showing the actual methods to calculating income for the various categories (i.e., pledged giving, anticipated pledged giving, non-pledged giving).	August Council Meeting	Closed
Darcy	Send quote for new chairs to Lindsay to add in with meeting notes	ASAP	Closed

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Priority	Phase 1 Project Task Description	Funding Source	Estimated Cost to Church	Additional Notes
1	Maintaining a balanced M&M budget	Congregation pledges from 2017	~\$32k per month	We have been behind every month thus far in 2018
2	Maintaining a building fund of \$10k/month	Congregation pledges from 2017	\$10k per month	We have been behind every month thus far in 2018
3	New chairs for the sanctuary	Need to run a new campaign for funding?	~\$40k	Each chair costs \$187, 216 chairs Need the chair fund to total ~\$40k Need to order chairs by June 25 th to get in time. Special council meeting needed by June 3 to recommend purchase of chairs to congregation. Congregation needs two week notice for a congregational meeting.
4	New platform for front of sanctuary	Material and labor donated by Citywide Flooring and Dan Zoellmer.	\$0	Donations arranged by Eric
5	Tables for new fellowship/coffee area?			
6				
7				