

## All Saints Lutheran Church Council Minutes September 18, 2018 at 6:30 pm

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

- I. Call meeting to order
- II. Devotions: Eric
- III. Business not related to a ministry team
  - a. Offering Drop: Need coverage for most dates
    - i. Online link: <http://signup.com/go/NmBimKg>
    - ii. Will need coverage for normal 3 shifts starting on Sept. 16
  - b. Pastors Report
    - i. Opening day went well. Positive response.
    - ii. MIF came inspected the building today. Really liked the building.
  - c. Rally Sunday Review/ lessons learned
    - i. All 200 chops went, we ran out of food.
    - ii. ~260 plates
    - iii. 5 people per shift was just right
    - iv. 103 kids at the carnival
  - d. Charter review/Update
    - i. All charters are due for a review/update. Please schedule a meeting with your team and do so.
      - 1. Finance, B&G, Youth and Family – complete
      - 2. Learning – waiting for review
      - 3. Generosity, Mutual ministry, Witness, worship/tech - ?
    - 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).
  - e. ASL Constitution and Bylaws updates
    - i. Let Andy know if there are changes that should be made
      - 1. C4.04.02.b – delete new building team
      - 2. Updated org. charge to remove “New Building”
      - 3. C12.05.01 - Budget cycle month update
      - 4. C12.01 – remove faith formation director.
        - a. How to address even number?
      - 5. C12.01.01 – remove faith formation director
      - 6. C12.02 – remove faith formation director
      - 7. C8.05.01 – typo. Extra “d” at the end
  - f. Review of Church Norms – Tim
    - i. Action Item: Tim to send to Andy for inclusion in council member handbook.
  - g. Review Action Items
  - h. Proposed motion: For congregational members wishing to address council at a council meeting, the topic(s) of the discussion must first be shared with the Pastor and council President three days prior to the council meeting.
    - i. **Action Item:** Council to review for next month’s meeting.
- 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 and ASL\_Income\_Definitions.xls for the year
  - b. Income Summary

Income Summary YTD			
	31-Jul	31-Aug	+/-
<b>Pledged</b>	(\$14,945)	(\$17,199)	(\$2,255)
<b>Non-pledged</b>	(\$14,449)	(\$17,338)	(\$2,890)

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Anticipated pledged	(\$28,496)	(\$32,602)	(\$4,107)
<b>Total</b>	<b>(\$57,889)</b>	<b>(\$67,140)</b>	<b>(\$9,251)</b>

c. August report – motion to approve by AI, 2<sup>nd</sup> by Tim. Discussion. voted and approved

VIII. Ministry Team Updates –

### a. Youth and Family –

- i. We have a wagon and bales for our hayride on 10/28. Waiting to hear from Clinton if he is available and willing to use his tractor again. Kids sign this day. Possibly have kids wear Halloween costumes this Sunday?
- ii. Once I hear from Clinton, a sign-up sheet will be sent to Darcy and announcement made in weekly email.
  1. Goals?
    - a. Have a Fall event = hayride details in progress
    - b. Encourage more families with younger kids and high school aged kids to join our events by hosting fun/creative events.
  - c. Assist other ministry teams

### b. Building and Grounds

- i. Helping “new building”
- ii. Been trained on how the new church works (HVAC, sprinklers...)
- iii. Creating an annual checklist of mandatory maintenance
- iv. Met with insurance adjusters and all is figured out
- v. Stage plans
  1. Moving forward, working with Dan Z., new life and citywide
- vi. **Action Item:** Create key policy. What to do for people without a key, but they have the code (rocks scuffing the door).
- vii. Discussion regarding miscellaneous materials (garbage cans, paper towels, coat rack...)

### c. Finance –

- i. Loan status/next steps
  1. First PMT due Nov. 1
  2. MIF will contact us.
- ii. Discuss simplifying the books (e.g., are there old accounts that could be collapsed to simplify Darcy's job?)

### d. New Building Project –

- i. We're in! Feedback from Sunday?
  1. Good response. Many people said it was “right sized”. “Amazing” was also heard.
- ii. Next steps
  1. Will be moving in over the next couple of weeks
  2. Working on the punch-list. Hope to be done in a couple weeks.
  3. Create a list of needed donations or donations that are already coming. Send to Chris Starr?
    - a. Bookshelf, mini-fridge, exhaust fan, high-tops, patio furniture, coat rack, white boards, office furniture...
    - b. Will put a booklet together for dedication Sunday
- iii. Utilities cutover? Move out deadline from Carquest?
  1. Need to be out Oct. 1
- iv. New chair update
  1. Need 4 more chairs donation, plus 11 are pledged (awaiting PMT)
  2. Coming in ~Oct. 22

### e. Generosity and Gratitude

- i. Mini-ministry fair?
- ii. Charter status?
  1. Adding new “stewardship” sub-committee to help Darcy record pledges during campaigns
- iii. Plans to address “anticipated pledged giving” shortfall?

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1. **Action Item:** Team to come up with a communication plan for congregation as to how to explain anticipated pledged giving. Latest agreed to calculations in ASL\_Income\_Definitions.xls show it is the majority of our giving deficit. Plan to be shared with council at Oct. meeting.

**f. Learning Team –**

- i. Sunday School update
  1. 112 kids (71/41 split)
- ii. WOW update
  1. Starts tomorrow – 34 kids
- iii. Confirmation update
  1. Orientation tomorrow – 68 kids
- iv. New youth position update
  1. Met with a small team last week
  2. Got good feedback from congregation members at the meeting
  3. Next steps – pull together the questions, will meet again

**h. Witness Ministry Team –**

- i. Sent charter to Andy. Will review

**i. Worship Ministry Team –**

- i. working on prep for September & October
- ii. hope to project this Sunday on the wall
- iii. Have some things to possibly add to the wish list
- iv. Working to get sermons online again
- v. Cameras and projector to be installed this week

**j. Mutual/Personnel Ministry Team –**

- i. Progress regarding employee handbook
- ii. Exception time tracking tool discussion (i.e., vacation/sick time)
  1. **Action Item:** Jeff to train Darcy how to enter this information in Quickbooks.

IX. Adjourn Meeting with Lord’s Prayer

a. Motion by Al, 2<sup>nd</sup> by Dan

X. Next Meeting: Oct. 16, 6:30 pm– All Saints Lutheran

**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	August 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	Oct. Council Meeting

**New Action Items From This Meeting**

Responsible	Action Item	Due Date	Completed?
All	Council to discuss in August proper document for recording and preserving policies/motions such as these.	August meeting	
Gratitude	Team to come up with a communication plan for congregation as to how to explain anticipated pledged giving. Latest agreed to calculations in ASL_Income_Definitions.xls show it is the majority of our giving deficit. Plan to be shared with council at	October Council Meeting	

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	Oct. meeting.		
Finance	Determine what the average pledge per new family is over the past 5 years. <ul style="list-style-type: none"> <li>▪ This will help us estimate how much new income we could assign to new member growth each year.</li> </ul>	August Council Meeting	
Finance	Determine what our average per family pledge is for pledge families. <ul style="list-style-type: none"> <li>▪ Synod shared that a previous church they worked at, of similar size to ASL, had an average of around \$500 per pledged family</li> </ul>	August Council Meeting	
Eric	Call the top 5 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.	Oct. Council Meeting	
All Ministry Chairs	Review charters with respective teams and bring updated document to council meeting for review/approval.	August Council Meeting	<b>In process</b>
Tim	Tim to send norms to Andy for inclusion in council member handbook.	October Meeting	
All	Review C&B updates and let Andy know if there are any additional changes that need to be made.	Nov. Meeting	
All	Review proposed motion for new process for congregational members addressing council.	Oct. Meeting	
Building and Grounds	Create a key policy. Includes what to do for people without a key. Present to council.	Oct. Meeting	
New Building / Eric	Find a new building lead to create a list of needed donations. Start creating the list.	Oct. Meeting	
Jeff / Darcy	Jeff to train Darcy how to enter vacation/sick time in QuickBooks.	Oct. Meeting	

**Action Items Closed Last Month**

<b>Responsible</b>	<b>Action Item</b>	<b>Due Date</b>	<b>Completed?</b>
Al	Get a 'hard' date for moving back into the church	ASAP	<b>Closed</b>