

All Saints Lutheran Church Council Minutes

Feb. 19, 2019 at 6:30 pm

All Saints Lutheran Church

February 19, 2019

Council Minutes

Council Members: Pastor Eric Aune, Andy Bronczyk, Mike Fasching, Rhonda Fenney, Kim Kurtz (absent), Dan Fero, Tim Sauer, Jeff Schmidt, Al Steinhagen, Shelley Jagow, Mike McPadden, Darcy Gray (visitor), Tom Simmons (ex officio), Cathy Bahls (ex officio), Melissa Barthel (ex officio), Stacy Neubarth (ex officio), Lois Panning (ex officio)

- I. Call meeting to order
- II. Devotions: Eric
- III. Business not related to a ministry team
 - a. Offering Drop: Need coverage for most dates in going forward,
 - i. Online link: <http://signup.com/go/NmBimKg>
 - b. Pastors Report
 - i. Worked on lent planning this past weekend
 - ii. March 13, confirmation conversations. Please reserve it if you're able to meet with a small group.
 - c. 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, Witness, Learning, Worship and Tech. – complete
 2. Generosity – Andy has updated copy
 3. Mutual ministry ?
 - d. Thank you notes/cards?
 - i. Going well.
 - e. Review Action Items
 - f. Council rotation motion. Approved via email vote. Being placed here for documentation purposes.
 - i. When balancing of council terms is required to better maintain team continuity through transition years, the following will dictate the term lengths for incoming/new council members
 - a. Members who have never served a full term on council at All Saints - 3 year term
 - b. Members who have served a full term on council - term will vary depending on need
 - ii. Situation regarding term lengths will be explained to this group of new council members and a request for volunteers to fill shorter terms will be made
 - a. If not enough volunteers are willing to take shorter term, term lengths will be drawn out of a hat (e.g., piece of paper with a number on it).
 - b. Members who do not serve a the full three term will not have that service count against their maximum allowed consecutive term limit.
 - iii. Terms to fill are: qty. 2 1-year, qty. 1 2-year and qty. 4 3 year
 1. Tim volunteered for a 1-year and Mike volunteered for a 2-year
 - g. Congregational meeting, March 17
 - i. Need to vote on the C&B, 11am
 - ii. Jeff and Shelley to count votes
 - iii. Mike F. to take meeting minutes
 - iv. Action Item: Andy to send last meeting notes to Darcy
 - h. Pastor Housing Allowance Designation
 - i. Official motion: That Pastor Eric designates \$60,000 of his 2019 total salary to be allocated as a housing allowance in response to pastor's request. Pastor acknowledges that the allowance so designated will not exceed actual expenses for their home including mortgage payments, utilities, upkeep and repairs, taxes, insurance and furnishings per IRS code 107. Church council has no responsibility determining this number.

All Saints Lutheran Church Council Minutes

Feb. 19, 2019 at 6:30 pm

1. Motion for adoption by Tim, 2nd by Shelley , voted and approved
- i. Discussion regarding proposal of two (free) activity per year committee request. This is to provide opportunities for fellowship outside of Sunday morning, run by each committee.
 - i. **Action Item:** Ministry teams to brainstorm three activities and propose them at next month's council meeting. Examples include potlucks, yard games, volunteering activities, math tutoring, bike outings. Something simple is just fine.
- 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. January reports – motion to approve by Shelley, 2nd by Tim. Discussion. Voted and approved
 - c. November reports to be reviewed at January meeting. motion to approve by Mike F., 2nd by Dan. Discussion. Voted and approved
- VI. Ministry Team Updates –
 - a. **Youth and Family –**
 - i. Ice Fishing event is set for March 10th from 1-4pm. Location TBD. Being led by Mike Swanson and Brian Street
 1. Light snacks will be provided.
 - ii. Sunday, April 28th, 1:30-3:30pm will be our ice skating event at Waconia Ice Arena. Cost is \$300 and this includes skates and skating walkers for those who may need assistance skating. Rhonda will provide a sign up sheet mid-March. Y&F team will determine what snacks/beverages will be provided.
 - iii. Darcy and Jeff should have our budget as that was sent to them a couple weeks ago.
 - b. **Learning Team –**
 - i. Summary of meeting with Sunday school teachers regarding ways to maintain good attendance.
 1. SS swoon is still happening. Last couple of Sundays have been good.
 - ii. New youth position update
 1. Synod recommends considering a full-time spot or an associate pastor
 2. Original team will regroup and possibly include a few senior high parents
 - a. Team met Feb. 11. One more meeting via email and hope to post in March (synod, college, camps...)
 - b. If we get someone interested right away, we'll interview, but need to wait until new fiscal year before any offer can be made to get a better understanding of our financial situation
 - i. No offer can be made until after June 3 congregational meeting as that is when the new budget will be approved by the congregation.
 - c. Team to think about possibly adding a financial goal to the messaging for the annual campaign.
 - c. **Building and Grounds**
 - i. Creating an annual checklist of mandatory maintenance – no update
 - ii. Working weekend update? – no date at this time.
 - iii. Cross is hung
 - iv. Parment cabinet storage discussion
 1. Got a quote for this. Need to requote as there are a few changes to make
 2. Motion: To execute the parment, security door and shelving project for a cost of up to \$7,500 coming from the building fund. First, Mike, 2nd Eric. Voted and approved.
 - v. Review of budget request form
 1. Which expenses come from which account?
 - a. Finance will discuss at march meeting. General agreement at the meeting was that:
 - i. Consumable expenses come from MM Fund
 - ii. Fixed/insurable expenses comes from Building Fund
 - d. **Finance –**
 - i. Meeting March 12 to
 1. Review preliminary budget

All Saints Lutheran Church Council Minutes

Feb. 19, 2019 at 6:30 pm

2. Discuss action plan for if savings hits zero so we can share with council

f. Generosity and Gratitude

- i. 2019 budget to be sent to Jeff/Darcy
 - 1. Drafted
- ii. New electronic giving cards update? –Hope to have them soon.
 - 1. Working on other cards for visitors to put in the offering plate
- iii. Campaign plans
 - 1. Schedule –
 - a. Picking up cards this Sunday, due the following week
 - 2. Messaging/strategy
 - a. Using the “why give” messaging. Will probably continue year round
 - b. Will include information about the new position
- iv. Plans for electronic giving? Darcy helping sign people up. Mike to talk before services advertising
 - 1. Will do when we put the cards out
- v. Charter status – Sent to Andy. Need to send out for council review.

g. Witness Ministry Team – no update

- i. 2019 budget sent to Jeff/Darcy?

h. Worship and Tech Ministry Team –

- i. 2019 budget sent to Jeff/Darcy
 - 1. Need to discuss with the team
- ii. Power Point license purchased and installed?
 - 1. Yes, it was donated. Originally planned to purchase the SW.

i. Mutual/Personnel Ministry Team –

- i. Employee handbook – Team has met multiple times and would like council to adopt it. Entire team agrees to content.
- ii. Action Item: Mike to send out to entire council. Council to read/review it. The intention is just to understand. We won't be changing it. Ideas can be sent to Mike F. for future revisions.
 - 1. Motion for March: To adopt the employee handbook for All Saints. This document will supersede all previous documents which contain redundant information. The external references within this document are still in effect (e.g., call letter).
 - a. motion to approve by x, 2nd by y. Discussion. Voted and approved

VII. Adjourn Meeting with Lord's Prayer

- a. Motion by Mike , 2nd by Al

VIII. Next Meeting: March. 19, 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 March. Analysis of survey results to be included in this effort.	May Council Meeting
Worship/Witness	Brainstorm on new ideas for incorporating new church members	On-going
Mutual Ministry	Review charters with respective teams and bring updated document to council meeting for review/approval.	August Council Meeting
B&G and Darcy	Create a key policy. Includes what to do for people without a key. Present to council.	Feb. Meeting
Gratitude and Generosity	Create a schedule for the mini-ministry fair and present at January meeting.	March 2019
Technology	Figure how where we could put video recordings if we start doing them	?

All Saints Lutheran Church Council Minutes

Feb. 19, 2019 at 6:30 pm

Team		
Jeff/ Andy	look into a survey that can be sent to our congregation asking for input prior to growth planning meeting.	February
Building and Grounds	Create an annual checklist of things that should be done each year.	February
Eric / Darcy	Make two copies of the videos for insurance purposes and put on the jump drives.	December
Ministry Team Leads	Teams to get budget planning meetings on their calendar and/or start conversations via email ASAP. Due February	Feb. 28

New Action Items From This Meeting

Responsible	Action Item	Due Date	Completed?
Andy	Route GG charter for review	March	
Andy	Send Darcy annual meeting minutes from last meeting to be approved at March congregational meeting	March	
Ministry Team Leads	Ministry teams to brainstorm three activities and propose them at next month's council meeting. Examples include potlucks, yard games, volunteering activities, math tutoring, bike outings. Something simple is just fine.	March	
All Council Members	Mike to send out employee handbook to entire council. Council to read/review it. The intention is just to understand. We won't be changing it. Ideas/suggestions can be sent to Mike F. for future revisions.	March	

Action Items Closed Last Month

Responsible	Action Item	Due Date
Gratitude and Generosity	Team to send messaging strategy for both MM and Building fund campaigns prior to sending out to the congregation.	Before cong. message