

Approved on May 23, 2023

Zion Lutheran Church Minot  
Church Council Meeting  
April 18, 2023 6:30 PM

- The meeting was called to order by John Butgereit at 6:30 PM.
- Pastor Natasha shared a devotion.
- Present at this meeting: John Butgereit, John Thompson, Matt Sundahl, Melissa Helgeson, Kristi Asendorf, Rich Jensen, Sherry Broderick, Erica Atkinson, Annlea Eskelson, Pastor Elaine Sveet, and Pastor Natasha Woitzel-Kolles. Not present: John Gruenberg.
- Agenda was amended to include a second building request. Motion to approve the agenda with the amendment by Kristi Asendorf. Second by Matt Sundahl. Motion carried
- Visitors recognized: Chris Torgeson, Education Director & Eric Burckhard.
- The minutes of the March 21<sup>st</sup> meeting were reviewed. The title of the book Pastor Elaine used for the devotion was added. In Pastor Elaine's report, the words "small paper handout" was changed to "announcement handout". A motion to approve the minutes as amended was made by Melissa Helgeson. A second came from Sherry Broderick. Motion carried.
- Pastor's Reports:
  - Pastor Elaine's report was in writing, was received and placed on file. She noted the request for time off for vacation and for continuing education was included in this report. Vacation May 24<sup>th</sup> through May 30<sup>th</sup>, and June 17<sup>th</sup> through June 23<sup>rd</sup>. Continuing education July 17<sup>th</sup> through July 20<sup>th</sup>. The Council approved all requests for time off by consensus. She added to her report on how pleased she was with the choir efforts done during Holy Week and hoped that would continue. Also, she was thankful for the success of the Corn Hole Tournament. The bible study just started last week on the upcoming lectionary will be weekly year round. Zion Walkers will begin in May. And then, the council packets include a report from the Dream Box. Staff goes through these to put this report together. Note – someone has volunteered to take on a new photo directory. Also, the suggestion the artwork with grapes in the sanctuary had a request to make these grapes purple. As it turns out, the artist who did these items intentionally wanted everything to be without color except for the green leaves the dove is holding, symbolizing life.
  - Pastor Natasha's report was written and included. Highlights were the work being done with the music committee and the beginning of efforts to look at a music director. And a plan is in the works to have a boundary training for staff. It should be done every three years. She and Pastor Elaine are

going to meet with a Cindy Halverson of Leaderwise to discuss the possibility of doing a Congregational Renewal.

- Faith Formation Reports. Chris Torgeson submitted a written report that was received and placed on file. She has written a request for pop up tents to be used for outdoor worship in the summer. Discussion from the Council to encourage her to add weights for the tents in her proposal. Motion by Rich to send to Trust Committee as presented, but with added accessories of weights as discussed. Second by John Thompson. Motion passed.
- Committee Report, done by Chris regarding the Children's Ministry Committee. Work is being done to stage a celebration potluck after Kids' Sabbath on April 30<sup>th</sup>.
- Treasurer's Report was made by Jen Barta and Erica Atkinson. Discussion held about looking at current CD rates for some of the money have in our account now. Also discussed the level of giving through the first quarter of the year. Work needs to be done on giving history to see when we should expect gifts during the year. Motion by Melissa Helgeson to accept the treasurer's report. Second by Matt Sundahl. Motion carried.
- Old Business
  - Building and Grounds Committee being organized. Need a person from the council to volunteer to be the liaison to this committee. Rich Jensen will serve in this role. After discussion, the consensus of the council was to allow this committee to have the authority to approve building usage.
  - Safety and Security Update. Working on getting additional equipment scheduled for installation.
  - Outdoor Enhancement Update. This committee will be meeting on April 26<sup>th</sup> to look at bids for work to be done, and will be ready to recommend contractors. They ask for the Church Council to meet for a special meeting to approve and sign contracts. A special meeting was set for Wednesday, April 26<sup>th</sup> at 5:30 in the new conference room.
- New Business
  - Lawn Fertilizing Bids. Eric Burckhard solicited two bids for fertilizing the lawn. It's been neglected for a couple years and it's showing. Discussion held looking at a number of options. Motion by Erica Atkinson to accept the bid from Mr. Lawn "Silver Package" that includes four applications with the 5% discount. Second by Melissa Helgeson. Motion carried.
  - Mineral Interest. A letter was received from Windmere Resources with an offer to purchase the mineral interest Zion Lutheran has in Williams County. The offer was denied because the income received by the church is large enough that it would be better to continue as we are.
  - Church Mutual Insurance. Church Mutual switched all policy holders to a Premier Policy. Jen Barta had Pete Fisk look it over and talk with the representative from Church Mutual. Pete recommended we add back in

“Abusive Behavior” since it was not in the new policy. The cost would be \$54 annually. He also recommended we look at Business Income To Extra Expense to keep the organization running should we have a catastrophe that interrupts the operation for a period of time. Cost to have \$250,000 coverage would be \$700 per year. Motion by Rich Jensen to add in the Abusive Behavior coverage and the Business Income To Extra Expense coverage for \$250,000. Second by Kristi Asendorf. Motion carried.

- Health Insurance. When we offered a contract to Pastor Elaine, it included medical coverage for her and her family. Since that time, we learned her coverage, through the Presbyterian Church, did not include a dental package. That dental coverage would be an additional \$1448.16 per year. There was discussion on adding to the cost of Pastor Elaine’s total package. It was noted the staff is the most expensive cost of our operation, but also our most important asset. Also noted; we have a set cost we established to make this position work for us, and a question on our fiscal responsibility to the congregation. Motion by Rich Jensen to add this amount in her package and make it effective 1/9/2023. Melissa Helgeson made a second to that motion. Motion carried with one opposed.
- Health Insurance. For the current fiscal year, the congregation had approved a budget that included health insurance for the staff. After a great deal of research, Jen Barta reported the only way we could make it work was to do individual coverage through Marketplace. We looked a few options on what to do since the cost of this insurance was significantly less than was planned. Erica Atkinson made a motion to continue to offer the insurance to the staff with the church paying 50% of the cost, and to make this effective as of 01/01/2023. The employees will turn in receipts for their insurance costs through Marketplace and will be reimbursed. John Thompson seconded that motion. Motion passed.
- Approval of quarterly transfer of building costs from savings, accounts 701,702, 704-712 for \$14,386.70. Motion by Erica Atkinson, second by Melissa Helgeson to approve the transfer. Motion carried.
- Building Use Requests
  - Boy Scouts use of the building for Pinewood Derby
  - Boy Scouts use of the building for a spaghetti dinner
  - Motion by Kristi Asendorf, second by Sherry Broderick to approve both requests. Motion carried.
- Motion to adjourn this meeting by Melissa Helgeson, second by Annlea Eskelson. Motion Carried.
- Conclusion with Lord’s Prayer.
- The next meeting will be on May 23rd
- The meeting was adjourned at 8:00 PM. We closed with the Lord’s Prayer.

Minutes submitted by Rich Jensen, Church Council Secretary