

09/20/22 – Council Approved Minutes

Zion Lutheran Church Council Meeting

8/16/22

Present: Bethany Jensen, Erica Atkinson, Rich Jensen, John Thompson, John Butgereit, Pastor Natasha Woitzel-Kolles, Roger Guttormson, Derek Buss, Melissa Helgeson
Absent: Charlsie Burud, Annlea Eskelson, Pastor Steve Sathre
Guests: Jennifer Barta (Operations Director) and Chris Torgeson (Christian Ed)

Meeting Called to order at 6:35pm by John Butgereit

Opening devotion by Pastor Natasha.

Approval of Agenda: Rich motioned to approve agenda; Erica 2nd approval. Motion carried

Recognition of visitors - Chris Torgeson

Secretary Minutes: Roger motion to approve minutes, Derek 2nd. Motion carried

Pastor Reports: Pastor Natasha - August 2nd first day back. One funeral, one baptism, and one wedding performed. Pastoral care visits done while back. Program planning for fall/spring being done. Brian is back in the office to plan for music for the coming year. Sabbatical went well and future plans for LeaderWise CE for both Pr Natasha as part of her Lilly Grant and congregational growth will be in the works.

Faith Formation Reports: Chris reported that Kortni has been busy with Montana trip with youth, High ropes for Zion kids up at Metigoshe the first week of August, and backpacking renewal and is back in the office as of this week.

Church school registration will open at the end of August-Sept 14. Any late registration will have late fee unless they are new family to church school or may be waived if parent was willing and able to serve. Bible workshop scheduled at end of Sept. Two summer family fun and worship nights remaining Aug 17th and Aug 31st. Nursery care will return in fall. John Thompson agreed to help purchase food for FFF if Chris can continue to put the order/how much together. All teams will be contacted by Aug 15th and hope to recruit a few more teams so teams only have to serve 2-3 times per year.

Moms on Mission and SOUL sisters will reconvene in Sept. Will consider adding 2 additional groups (Men's Group and Young Adult Group) for adult faith formation and will be exploring ways to get involved. Reconciling in Christ group is hoping to start another book for discussion this fall.

Treasurer's report - Overall \$406 late fee for IRS fees. Check into QuickBooks/Icon with Karen (Jen) and let us know what feeling is in house.

John T motion to approve, Roger 2nd. Motion carried.

Old Business:

- A. Fall Stewardship - Jen, Rich, Bethany, Pr Natasha, (Including family education piece) -
- B. Zion's 125th anniversary in Dec 2022 - Display of older tokens of church, cake/cupcakes on Wed/Sunday. Decision to be made in October.

- C. Constitution - No one has stepped up to help. Murray will help after September. To be discussed.
- D. Call Committee Update - Aug 31st at backpack blessing hard copy survey will go out. Sept 10, 11 2nd copy of hard copy of survey to be sent out Sat/Sun.
- E. Old Copier -It was confirmed that the copier is not cost-effective to fix and is not in working order. Consensus to allow donation of old copier to rage room by council.

New Business:

1. Employee Handbook - John Butgereit said he would ask Charlsie, Carrie, Kristi, Pr Steve to reconvene with Jen to look at Vacation set up with QuickBooks for our Employee handbook. Set up does not currently match our employee handbook in regards to vacation time distribution.
2. Outdoor Enhancement - Chris said they will begin to solicit people with certain skill sets and have build-day plan for starting. Temple Talks and tables planned to gain excitement. Chris will be staff liaison. Hope to have picnic tables and a three sided house done this fall and plans for dirt/concrete work in spring. We have completed our initial hours with Houston Engineering and Chris said she would return with information on cost for any additional consulting with them.
3. Safety and Security team - Chris said they will come with plan in Sept for additional cameras for safety. However, our current locks in classrooms and preschool can only be locked with a key. Recommendation from committee is to transition to Button locks (Schocks looked at our current locks and made recommendation for similar type for 10 additional doors (preschool) \$110 a piece (current locks cost ~\$400/lock per Schocks). Schocks would key to existing master and keys but could be installed by our current staff. Bethany made a motion to approve 10 door locks \$110/lock (1 office, 2 preschool, 5 classrooms) from building fund. Erica seconded. Motion approved.
4. Budget Time Frame - Will revisit with Jen as it was advised by Pr Steve for her to start preliminary budget by Dec.
5. Office resignation - Karen last day will be Aug 26th. Job description was reviewed and job posting approved. Melissa made motion to approve job description, John T 2nd. Motion approved. Salary range approved by council of \$15-19 based on experience. Melissa motion to approve salary. Derek 2nd motion. Motion approved. Melissa, Jen, Pr Steve to post job. Staff will discuss with Karen about what can be covered by current staff in interim. Exit interview can be done with Jen, John B, Pr. Steve.
6. Will revisit Mud-jacking and awning next meeting.

8:07pm Adjourned meeting with Lord's Prayer

Respectfully Submitted,
Bethany Jensen (secretary)