

Zion Lutheran Church, Minot
Church Council Meeting, August 26, 2025

- Meeting called to order by President, Joe Stenvold, at 6:32pm.
- In attendance at this meeting: Joe Stenvold, Amanda Winkels, Matt Sundahl, Rondi Deaver, Harry Summers, Nicole Martin, Pastor Elaine Sveet, Sherry Broderick
- Check in and devotion: Book Study discussion and reflection
- Agenda: Item C ~ New Fall Programming and Item D ~ Cub Scout Pack were added to the Agenda. Harry Summers made a motion to approve the updated Agenda. It was seconded by Matt Sundahl. Agenda approved.
- Visitors were recognized: Chris Torgeson and Mike Uran (Treasurer) were in attendance. No introductions needed; no executive session needed tonight.
- The Consent Agenda was reviewed, including meeting minutes from July, the pastor's report, faith formation report, and staff/committee meeting notes. Amanda Winkels made a motion to approve the Consent Agenda (without the financial report at this time). Seconded by Harry Summers. Consent Agenda approved.
- Discussion was held regarding the Financial Report: Mike Uran briefly went over the Financial Report.
 - Line item #401.1 Regular Offering ~ We are \$30,000 ahead of budget which is great.
 - Total income is \$31,000 ahead of what was budgeted which is good. About \$21,000 of that is from the large donation of \$50,000 that was received a month or two ago.
 - Line item #528 Food, Faith, Family ~ no budget amount, income was almost \$4,000, expenses to date of \$2,856.50
 - Line item #709 Snow Removal/Ground Maintenance ~ over budget, but \$1,500 was for crack sealing in the parking lot
 - Line item #711 Annual Inspection (I think, unsure of line item #) ~ slightly over budget due to fire extinguisher certification of \$361
 - Overall a deficit of \$3,517.27 which is not too bad for this slower time of the year (summer).
 - We may want to consider discontinuing the building fund transfers once we are in a better place financially (when not paying for two staff positions starting in September).
 - Amanda Winkels made a motion to approve the Financial Report. Seconded by Rondi Deaver. Financial Report approved.
- New Business:
 - A. Daycare/Preschool: Joe Stenvold talked to Shaun Brentrup regarding the money owed to them for their previous donation of \$5,400 for the handicap accessible door. Joe shared that Zion was offering to forgo this school year's rent of \$3,527.50 as part of that repayment. Shaun was happy with that. Zion will write a check for the remaining balance, which Shaun said they can work out at the end of the year. Shaun reported that they are hoping to grow the daycare/preschool so they can add a second classroom again. A motion was made by Nicole Martin to forgo Children's Garden Preschool's rent for this school year (2025-26) and write a check for the remaining balance by the end of 2025 (if Zion is financially able to do so at that time). Sherry Broderick seconded the motion. Motion passed with all in agreement. Pastor Elaine suggested that we make sure and note this once it's done in the December.

- B. Leadership, Launch, & Learn: This event was successful. Thanks were given to Chris Torgeson for all of her work organizing this event. **An ongoing piece of this is the PSWOT (passion, strengths, weaknesses, opportunities, threats), which should go on September's Agenda.** Also needing to be done are: job descriptions for council members and committees, a council covenant/expectations, & a mutual ministry team. Zion's Mission is also something to look at going forward. Maybe taking one thing at a time or during each council meeting would be a good plan of attack.
- C. New Fall Programming: Two events being put in the newsletter include:
1. Camping Event on the north lawn ~ Saturday, September 27th, from after Saturday worship until worship on Sunday (6pm Sat to 10am Sun) with a light breakfast provided. Tents on the lawn/campers on the north street, games, s'mores, stories, etc. One adult per tent/camper will be required. People/families can also hang out for awhile without camping over. There will be a sign up sheet to see how many families are interested. All were in agreement that it sounded like a fun event.
 2. CYAZ ~ Connecting Young Adults with Zion ~ The formation of a group designed to connect parents of young adults with each other and to connect the young adults with each other and with Zion. This group will gather about 4 times/year off-site. Members will discuss how to support the young adults, ideas for care packages, prayers to write/send, ideas on how to get the young adults involved and providing updates, etc. The first meeting will be at Pastor Elaine's house with a date to be announced soon.
- D. Cub Scout Pack: Zion has chartered Pack #4432 in the past. There are kids interested from within as well as outside the community. This would be a re-charter. There is a recruitment night scheduled for September 11th from 6:30-7:30 at Zion. Pack #4432 is chartered for boys and girls, K-5th grade. Chris Torgeson is their chartered organizational representative at Zion. Chris will give a report of their finances to Council yearly. They have previously done painting, yard work, building, etc on site. They usually meet on Thursday evenings. They will have access to an outside door and a classroom key. Chris believes they have national insurance coverage, but will double check. Zion does not charge them rent; we donate the space. They do pay a custodial fee after big events held at Zion.
- Old Business:
- A. Staffing: Pastor Elaine shared a handout of information with staff that have agreed to help out this year.
- Pastor Rachel Simonson (MSU Chaplain) will provide worship leadership once a month (Sat, Sun, Wed of that week) and confirmation leadership once monthly during that week. She signed her contract today.
 - Pastor Mike Parker (retired Chaplain from Trinity) will provide pastoral care and funeral support on a part time basis (up to 20 hours per month/5 hours per week). He may not be able to give us this much time as he has other family commitments. His main responsibilities would be nursing home worship, backup funerals, widows/widowers support group, and maybe some nursing home visits.
 - We will have pulpit supply preachers once a month.
 - Pastor Daren Erisman (professor at MSU with 25 years experience) has offered one time monthly worship leadership starting in January, 2026. He has previously preached for Zion through pulpit supply.

- Will start the One Good Sermon program again so we will have some lay people within the congregation that could step in and help lead.
 - A Volunteer Pastoral Visitation Team/Home Communion Team Will also be started this fall. Pastor Mike and/or pastor Elaine will train and support these individuals.
 - Chris Torgeson and Pastor Elaine will share confirmation leadership. Chris will organize the calendar and oversee the curriculum.
 - Blake Vetter, a congregation member and current confirmation guide, has offered to teach confirmation once a month.
 - Amanda Babcock has agreed to lead weekly youth group.
 - The confirmation guides will also have larger roles, collecting and tracking sermon notes and worship assistance, and helping coordinate off-sites for their individual groups.
 - Pastor Elaine feels it would be helpful to have a few Lay Leaders trained to assist in worship on Sundays when the pastor is leading worship solo.
 - Kasie Vetter is willing to take on the role of shopping and coordinating for the FFF meals. There is a food prep team in place, and Chris Torgeson is looking for another team to help so they can alternate. A small stipend is proposed for Kasie Vetter's role.
 - Chris Torgeson and Pastor Elaine will alternate leading Hannah Bible Study.
 - Staffing will be assessed in January to determine how we want to proceed long term. Contracts will be good for the school year.
 - Stipends for the Vettters were suggested. For Blake Vetter's confirmation leader position, an amount of \$40/lesson, with 8 lessons for the year for a total of \$320 was agreed upon. For Kasie Vetter's position as FFF coordinator, an amount of \$75/week or \$300/month was agreed upon. These amounts can be reevaluated after a few months and renegotiated as needed.
 - Contracts for the additional pastoral services were also discussed. Rachel Simonson signed a contract today for an annual salary of \$12,000 or \$1,000 per month. Pastor Mike Parker will be paid \$30/hour for up to 20 hours/month.
 - Amanda Babcock will sign a new contract and go on salary so that no overtime will need to be paid and her hours will be more flexible and at a slightly higher rate. Her new title will be 'Interim Youth Group Director & Office Manager.' Her salary will be equal to her current wage plus wages for an extra 5 hours each week. Her contract will be signed now and go through April or May. This will also be reevaluated in January. Amanda will also do the Wednesday night worship music, which is paid separately.
 - Amanda Winkels made a motion to approve all contracts/stipends. Motion was seconded by Harry Summers. Contracts/stipends approved.
- B. Lutfisk: Joe Stenvold shared that everything has been ordered, most through MarketPlace Foods, so that we can use their cooler space again. Flyers are out around town and in surrounding communities. Chris Torgeson suggested Joe and his team contact KHits 106FM, the new radio station in town for additional advertising. Next year, we may want to look at using yard signs for advertising as well. There was some

discussion about having t-shirts available for sale at the dinner. Maddison Holmes is a contact person that makes t-shirts. Brooke Plorin does as well, but is getting married in September and likely too busy.

- Amanda Winkels made a motion to adjourn. Seconded by Rondi Deaver. Meeting adjourned @ 8:29pm.
- The next council meeting is scheduled for September 16th @ 6:30pm.
- The Lord's Prayer was prayed together.

**A reminder was made to put the Annual Meeting ~ February 22nd, 2026, and the Council Meeting ~ February 24th, 2026, on September's Council Meeting Agenda.

Submitted by Sherry Broderick
Church Council Secretary
Zion Lutheran Church