

Zion Lutheran Church, Minot
Church Council Meeting, July 15th, 2025

- Meeting called to order by President, Joe Stenvold, at 6:29pm.
- In attendance at this meeting: Joe Stenvold, Amanda Winkels, Sherry Broderick, Nicole Martin, Harry Summers, Pastor Elaine Sweet, and Kinley Gruenberg.
- Check in and devotion: Pastor Elaine read a few scriptures before the devotion from her “100 Days of Prayer” book, the chapter/section titled ‘Living with Unknowns.’ Pastor Elaine then shared a prayer.
- No introductions or executive session needed tonight.
- Agenda: Harry Summers made a motion to approve the Agenda. Seconded by Nicole Martin. Agenda approved.
- Visitors, Chris Torgeson and Mike Uran (Treasurer), were recognized.
- The Consent Agenda was reviewed, including meeting minutes from June, pastors’ reports, faith formation reports, and staff/committee meeting notes. A motion was made by Nicole Martin to approve the Consent Agenda (without the financial report at this time). Harry Summers seconded the motion. The Consent Agenda was approved.
- Discussion was held regarding the Financial Report: Mike Uran, Treasurer, went over the Financial Report and called attention to the following items ~
 - Line item #531: Advertising/Print Media ~ \$1,483.32 for Directory costs ~ this will be paid back as the printed Directories are purchased.
 - Line item #728: Background Checks ~ \$1388.15 is for 2 years of background check services. Zion is now being billed every time the background check services are used. We will need to start budgeting \$700-750/year for these services. All staff/volunteers are required to have criminal background checks every three years. For individuals that transport kids, motor vehicle background checks are required yearly.
 - YTD, we currently have a surplus of \$1,348.76.
 - Discussion was held regarding when Pastor Natasha Kolles’ and Kortni Plorin’s contracts/ salary payments would come to an end. Pastor Elaine shared that since they have both moved on to other positions, there will be no financial obligation for Zion once they are done in August. In the fall, when Zion is not paying salaries for these staff positions, there will be savings for the church. Kortni’s last day is August 14th and Pastor Natasha’s is August 20th.
 - Nicole Martin made a motion to accept the Financial Report; it was seconded by Harry Summers. Financial Report approved.
- New Business:
 - A. No Funeral Home-Funeral Fees: Amanda Babcock will now serve as Zion’s Funeral Coordinator. A fee of \$100 (\$125 on Saturdays) will be added for the Funeral Coordinator. A fee for programs (\$50 for 100 programs with an extra \$10 for color programs) will also be added. Amanda will create the programs as part of this position. A motion to approve this change/addition of fees was made by Amanda Winkels. Seconded by Sherry Broderick. Motion approved.
 - B. Preschool: Joe Stenvold spoke with Shaun Brentrup from Children’s Garden Preschool. Shaun stated that he would like to be reimbursed or work out free rent for the \$5,400

cost of the handicap accessible door they previously paid for at Zion. Shaun has now taken a job at Washington Elementary and Sara will be back teaching preschool in the fall. Their current yearly rent (with the 10% increase) is \$3,527.50 for one classroom.

- Joe will talk to Shaun or Sara again about free rent for the upcoming school year and the option of future free rent or a payment for the difference. If they want a check/ payment for the difference, it will not be available till December (or after). Joe will update Council following future conversations.
- Harry Summers made a motion to offer free rent for the Preschool for the upcoming school year with future negotiations to be held regarding the difference in money owed. Amanda Winkels seconded the motion. Motion approved.

- C. South Landscape Project: Joe Stenvold recently met with the Building and Grounds Committee. There were issues with some heat pumps. The heat pumps were serviced successfully; no new heat pumps were needed which was good news.
- Lowe's Garden gave Zion a quote of roughly \$13,000 for the landscaping project. This is for landscaping along the south side of the building ~ removing all the rock and old landscaping and putting in new. There are areas of weeds, bare spots, and dead plants. This project is more involved than something volunteers can help with at this time. Building & Grounds will need to come up with a plan and then we can try to figure out ways to fund it. This might be something the Trust Committee could assist with. Trust meets the end of July and again the end of October. Mike Uran shared that he feels this is a project appropriate for Trust.
 - Joe Stenvold will talk to Building & Grounds about making a request to Trust for assistance with funding this project. If Building & Grounds wants to fill out the request form for Trust, Council can do an email vote on this request if necessary.
 - Building & Grounds will work with/talk to Erik about the planned landscaping as he will be responsible for the upkeep. We could also get a second bid from TC Nursery in Burlington.
- D. Synod Follow-up Meeting: Joe Stenvold called and found out that the Bishop has been very busy, so this will have to be moved into August (hopefully). Joe will see if the Bishop is available to do a Zoom meeting prior to the regular Council meeting on August 26th. If so, this Zoom meeting would start at 6:00pm on the 26th.
- E. Future Staffing: There is a scheduled meeting tomorrow, July 16th, at 5:30pm to discuss future staffing needs. This meeting will include Pastor Elaine, two members of the Finance Team, two members of the Personnel Committee, and the Council executive team.

○ Old Business:

- A. Lutefisk: Joe shared that the team had a meeting earlier today. They ordered 900 pounds of lutefisk in June. They are getting quotes for lefse and ground beef from MarketPlace Foods. **The date is set for September 20th from 3-7:00pm.** They will be looking for donors for the assisted living facility resident meals. Volunteers will be needed in all areas ~ kitchen, greeting/seating, parking assistance, take-out orders, clean-up, desserts, etc. There will be a music sign-up sheet. Kinley Gruenberg will be helping to get student volunteers. That Saturday church service will still be offered. Last year it was held in the North conference room and it worked well. There will need to be a plan for the church service again this year.
- B. Kortni & Natasha's Going Away Party: Chris Torgeson and Amanda Winkels shared what they have done/planned so far. There will be a pulled pork meal (provided by Brian Dokken). Myrna Demers is making bars. Council members are asked to bring

salads, sides, or bars and will help set up, serve the meal, and clean up. Council will do an official thank you and present gifts to Pastor Natasha and Kortni. Kristi Asendorf is planning a fun game for everyone. The party is planned from 4-6:00pm. Amanda Winkels is making blankets for both Pastor Natasha and Kortni, and Nicole Martin purchased an embossed leather portfolio for Pastor Natasha. Nicole and Amanda will let Council know what is owed for the gifts so that Council can reimburse them. Cards for both will be signed by Council.

- C. Zion Leaders Orientation (Leadership Launch & Learn): The date has been changed to August 13th. Harry Summers, Chris Torgeson, Pasta Elaine, and Amanda Babcock are working on this. It will start at 5:00pm with a potluck supper.
- Amanda Winkels made a motion to adjourn. Seconded by Nicole Martin. Meeting adjourned @ 7:46pm.
- The next council meeting is scheduled for August 26th, 2025, at 6:30pm (6:00 if the Bishop is available for a Zoom meeting).
- The Lord's Prayer was prayed together.

Submitted by Sherry Broderick
Church Council Secretary
Zion Lutheran Church