

Approved July 18th 2023

Zion Lutheran Church Minot
Church Council Meeting
Date: June 27, 2023

- Meeting called to order by President John Butgereit at 6:33 PM
- Check in. Devotion & Prayer by Pastor Natasha
- In attendance at this meeting: John Butgereit, John Thompson, Matt Sundahl, Kristi Asendorf, Rich Jensen, John Gruenberg, Erica Atkinson, Pastor Elaine Sveet, Pastor Natasha Woitzel-Kolles.
- Approval of Agenda. Motion by Matt Sundahl to approve the agenda, second by Kristi Asendorf. Motion approved.
- Recognition of Visitors. There were no visitors.
- Meeting Minutes. Motion by Kristi Asendorf, second by Matt Sundahl to approve the minutes with corrections. Motion passed.
 - Corrections to the minutes:
 - The title listed the last council meeting as a special meeting. It was a regular meeting.
 - Under New Business:
 - Adding signers to the Edward Jones investment account, we need to name the signers. President John Butgereit, VP Melissa Helgeson, Treasurer Erica Atkinson.
 - Adding signers to the General Account, we need to name the account, the First Western Bank and Trust General Account, and to name the signers. President John Butgereit, VP Melissa Helgeson, Treasurer Erica Atkinson.
- Reports
 - Pastor's Reports
 - Pastor Elaine – report was given in writing. She has a request for vacation time, July 10th through 16th and July 31st through August 3rd; and continuing education time July 17th through 20th. The Council approved all requests by consensus.
 - Also, in the fall she is looking at seeing if there us an interest within our congregation for people to help with pulpit supply around our area because there is such a shortage of supply. There is compensation by the congregation being served for people who will do this. The idea is to see if people can do “One Good Sermon”, and that’s what we would title the program.

- The Dream Box feedback is coming to an end for now (as of end of May). Suggestions include the possibility of an evening quilting group that could also be teaching of how to quilt, starting a coffee time and location for Sunday worship, to include pew bibles (that's completed), to do Life Groups again, to get flowers outside the church (completed), do yard clean up projects at the homes of senior members of the church using confirmation students, add a weekly calendar to the bulletin being handed out at worship, and to look at building a sanctuary. Regarding the sanctuary addition, staff will begin a room use assessment of building use. That will include the Building and Grounds Committee. Secondly, to include the Stewardship Committee to look at plans to finance such a project. This is just a beginning look so we can see if we could look at pursuing it.
 - Pastor Natasha – her report was also in writing.
- Faith Formation Report was in writing
- Committee Reports
 - Building and Grounds Committee report submitted by Rich Jensen. Committee report was written. Two items in that report will be covered under New Business.
 - Personnel Committee – This report was written but not complete. At the next meeting they plan to update the employee handbook and to look at the protocols in place for new hires. The next meeting of this committee is Wed. July 12th.
- Financial Report
 - Jen is looking at the cost of having a full audit done. Waiting for information.
 - Jen is working on getting the correct signatures on our investment account.
 - Safe access – people with access to both safes have been identified.
 - Looking at giving numbers:
 - Giving is down based on history, down \$44,000 from a year ago, yet attendance is up. It is something we need to take note of and take a look at what expenses from this year can be delayed or put off. We've looked at the reasons for the lower giving, from lack of envelopes early in the year, to the impact of inflation on families, to the death of givers in 2022/2023. We had planned on doing two fundraisers for this year, but to date nothing is planned. It's also information we should sharing with the congregation through the newsletter. Also, to have a plan in place on how we can be more welcoming as a church to help attract new members. Our online viewing is up considerably so we need to look at ways to have those watching online to donate.

- We have to watch the spending we do, particularly on projects around the building that are not critical at this time. An exception will be the heat pump/air conditioner that has been a problem.
 - Currently we are moving money from a savings account to cover the cost of building utilities and maintenance, and we need to find a way to fund these costs through the general giving.
 - Look to the Stewardship Committee to look at ways to make giving easier, and to explore the fundraising opportunities. Asking everyone on the council to continue to think of ways to create awareness of the needs of the church. Our entire society has gone digital, so we can look for ways to offer multiple ways to give.
- Financial Reports – there is an error in the reporting that is showing expenses for Building and Properties higher than actuals, so the ending net for the month is off by \$12,000 approx.
- Motion by John Gruenberg to accept the Treasurer’s Report. Second by John Thompson. Motion carried.
- Old Business
 - Meeting with Kent Kirkhammer moved out to a future time. To be determined.
 - Safety and Security Task Force Update – nothing at this time.
 - Outdoor Enhancement Update – Kristi Asendorf reported the sidewalk has been poured and hopes the stage will get done this coming weekend so we can hold a worship service there on July 5th. The committee had the opportunity to talk to the property owner to the west of the church about finding an agreement to allow us to use a little bit of the property that he owns but we are currently taking care of. The property lines were not done in a straight line years ago. He has come back and proposed a land swap where we give up a few feet and he gives up some space to make this a more understandable property line. However, his offer was that Zion has to pay for all the legal work. That could amount to a few thousand dollars, so the Outdoor Enhancement Committee has decided to pass on his proposal and change the design of the area slightly to make it work by moving the fence in a few feet.
- New Business
 - Music Edward Jones Transfer, Jan – May. Need to look further into the accounts to use to make this transfer. This time was tabled.
 - Office safe combination change. To get the safe combination changed will cost about \$170. Motion to Kristi Asendorf to approve this, second my Matt Sundahl. Motion passed.
 - Heat Pump/AC Repair/Replace – Rich Jensen brought a report from the Building and Grounds Committee. The heat pump that serves the sanctuary has reached the point where it needs to be rebuilt or replaced. One bid estimate came in at

\$75,000, but Eric feels this is high and we should more likely look at \$30,000. We are still waiting on bids. Discussion on where the funds might come from, i.e. Trust Committee, General Funds, Investment Funds, a bank loan, a fundraising drive, etc. We want to be aware that a fundraising effort will generate money, but that normally means the general giving goes down. This needs to also be sent to the Stewardship Committee to look at funding methods. Another alternative is use some money from the Building Fund (currently has \$1.3 million). When bids are received, the Building and Grounds will make a recommendation to the council and ask for a decision. Until then, we are on hold. Item tabled.

- SW Door Awning – we made a commitment to the pre-school two to three years ago that this project would be completed. It's necessary to keep snow away from those doors. Discussion on whether this is a critical item or if just something that would nice to have. One of the reasons this not been addressed is because there wasn't a specific committee to follow up and make it happen, it was mostly left to staff. One thought was to wait and look at it down the road. Another was to find a way for us to keep the promise we had made. Could it be done by a volunteer force? That would be doubtful since it is an addition onto a commercial building and requires building permits and inspections. Currently we have no bids submitted since it is not a large job and local contractors are not interested. The cost of this project could be sent to the Stewardship Committee for work on fundraising, perhaps. Once we get a bid or more, we can bring it back. Until then, it is tabled.
- Congregational Renewal – We will be working with LeaderWise Church Consultants out of Minneapolis. Cindy Halverson and Becca Fletcher with this firm will work with us to ponder our past, present and future. Almost all of the cost of this program will be from the remainder of Pastor Natasha's sabbatical grant and from the Continuing Sabbatical Fund in our budget. This will involve Zoom meetings and in-person meetings. In the process, we will need to name 20 church members to interview. It will involve learning sessions, reporting sessions, and planning by naming an Action team of 4 to 6 people. Motion by John Gruenberg to approve using up to \$3,800 in the Continuing Education Fund for this project. Any remaining costs could come from the General Fund. A second to this motion was made by John Thompson. Motion passed.
- Synod Assembly Report – a couple highlights where the adoption of the recommended compensation guidelines for the upcoming year, and to recommend churches to increase their pulpit supply pay to \$175 plus mileage at the IRS rate.
- Next meeting is July 18th at 6:30 pm
- Meeting was adjourned at 8:25 pm

Submitted by Rich Jensen
Church Council Secretary