

**Long Lake Lutheran Church
Council Meeting Minutes
January 19, 2023**

Attendees: Pastor Sue, Ronda F, Amanda S, John H, Denise S, Julie N, Monica P, Bruce Y, and Margaret B

Meeting called to order @ 6:05 PM by Ronda
Devotions by Amanda- The Gift of God's Word-Acts 2:38-42

Approved Verification of December Council Meeting Minutes via email by attendees

Approval of January Agenda

1st motion made by Julie N
2nd motion made by Amanda S
Discussion-add Personnel update
Council Approved

Staff/Executive/Team Reports

Pastor Sue gave an update regarding how other churches around us provide musicians for a contemporary service.

Staffing

- **Custodian Update-** Pastor Sue shared that Kim's Kleaning is doing well. They come early Mondays and Thursdays and have been doing a great job. Please share any feedback.
- **Interserve Update-** Kari has started. The monthly education/youth meetings are moving to be held when Kari is available. We are glad to have her on board.
- **Business Admin-** Joanna's last day is 1/31. However, she can work some part-time hours 8a-12p until February 8th. Ronda is in the process of placing an ad with Indeed to include a phone interview 1st to weed out uninterested applicants. Pastor Sue has connected with the temporary agencies in the area. She has also placed an ad on the Synod website and will place one on our Facebook page. Pastor Sue will be on vacation January 25th thru February 4th. Pastor Mary Fiel and Pastor Ian Coen-Frel will cover any pastoral duties if needed. A suggestion to update our voicemail to guide members for direction. Ronda will be meeting with Joanna for an exit interview.
- **Associate Minister Call-** Ronda shared the process for the annual meeting to help guide us for a vote of a call committee if approved by the congregation. This will help avoid an additional congregational meeting.

OLD BUSINESS

- **Constitution Review-** Executive team will be meeting 2/16 @ 6 PM. Anyone may join us for reviewing.
- **Master Calendar Review-** Installation of council and new members will be February 12th. Congregational Life will be adding a Family night every 3rd Saturday.
- **2023 Council Rep-** We will need one 2 year chair and three 3 year chair.
- **MinnCo Follow-up & To-dos-** Bruce and Ronda met with MinnCo staff at the end of December. The meeting went very well with lots of learning, processes and areas for growth.

Recommendation from finance to authorize MinnCo Credit Union to allow:

- Elaine Mustari and Ronda Fenlon (council president) access to the Long Lake Lutheran Church checking account for all funds except WELCA.
- Elaine Mustari and Ronda Fenlon (council president) access to the Long Lake Lutheran Church savings account for all funds except WELCA.
- Joan Anderson access to the Long Lake Lutheran Church checking account for WELCA.
- Joan Anderson access to the Long Lake Lutheran Church savings account for WELCA.
- Pastor Susan Olson, Kari Osmek, and John Hass (property chair) to be credit card holders with authority to charge church expenses to the credit card for Long Lake Lutheran Church

- The Long Lake Lutheran Church credit cards be individualized with the following credit card limits: Pastor Susan Olson- \$500, John Hass-\$2,500, Admin Assist-\$2,000, and Kari Osmek-\$2,500 totaling \$7,500 in total credit for the Long Lake Lutheran Church credit card.
- Access to the MinnCo Credit Union online system be granted to Elaine Mustari, all funds and accounts, ability to perform transactions, Fund(s), read only/ability to perform transactions Etc.
- Check Signers are Ronda Fenlon, Amanda Saelens, and Margaret Bauer

1st motion made by Margaret B

2nd motion made by John H

Discussion-None

Approved by council

- **Personnel Compensation-** Ronda presented team with information from six different Minnesota synods (SE- Redwood Falls, NE-Duluth, SW-Rochester, NW-Moorhead, MAS- Minneapolis, SPAS-St. Paul) for salary considerations along with the suggested Synod guidelines. Several options were reviewed.

Recommendation for a 4% salary increase plus COLA additions of \$1,500 (Supervising Staff) and \$1,000 (Solo Pastor) for Pastor Sue

1st motion made by Julie N

2nd motion made by Denise S

Discussion-Team reviewed and discussed different options.

Approved by council

January 2023 FINANCE REPORT

Bruce shared the financial reports for 2022 ending with a positive balance of \$27,491.61 in the general fund. This is a significant improvement from November and even slightly higher than we started 2022. There were several generous donations at the end of the year that contributed to the turnaround of the financial position. A recommendation to add Kim's Kleaning to the reoccurring bill list was approved. The Employee Retention Credit (ERC) that was applied for last summer came through after the first of the year. The church received \$30,716.68. The Finance team recommends moving these funds to the Reserve fund and investing to earn additional income for the church.

2023 Proposed Budget

Recommendation from the Finance team to approve the 2023 proposed budget of \$384,935

1st motion made by Amanda S

2nd motion made by John H

Discussion

Approved by council

Recommendation from the Finance team to move the ERC funds of \$30,716.68 to the General Reserve Fund

1st motion made by Margaret B

2nd motion made by John H

Discussion

Approved by council

Recommendation from the Finance team to place \$30,000 of the ERC money in an investment account

1st motion made by John H

2nd motion made by Monica P

Discussion

Approved by council

NEW BUSINESS

- **Closing Church Policy-Wednesdays and Sundays-**It would be helpful to have a policy as a guide for staff to make decisions when to cancel services. This was discussed at the Education/Youth meeting

due to the last couple of Wednesdays where many calls/texts were being made to discuss. A recommendation for a policy/procedure would be to cancel education services when St Francis and/or Cambridge Isanti schools close or evening activities are cancelled, or if the weather temperature or wind chill is 30 degrees below. There will be times like early this week where none of this was a factor and the roads were very slippery. More discussion time needed to review for cancelling worship on Sundays.

- **Annual Meeting Agenda-** reviewed

HOUSEKEEPING (Procedural Items)

February Council Reps

9 AM Julie N

6 PM Monica P

Devotions Margaret B

Annual Meeting – February 5 following service

Council meeting to follow Annual meeting

Tool Kit- February 11 8:30 AM

Constitution Review- February 16 6-8 PM

Council Retreat- March 3-4 at Camp Onomia

Executive Team Meeting- March 20 6-8 PM

Executive Team Meeting- April 17 6-8 PM

Council Team Meeting- April 20 6-8 PM

Meeting adjourned at 8:40 PM

The meeting was closed with the Lord's Prayer.

Respectfully submitted,

Margaret Bauer