

Holy Trinity Lutheran Church

February 17, 2014

CHURCH COUNCIL MEETING MINUTES

NEXT REGULAR MEETING: Monday, March 17, 2014

Devotions: Kari Kleven

Refreshments: Kari Kleven

Present: Council members: Jay Carlson, Sara Jensen, Bruce Johnson, Drew Lindorfer, Randy Nelson, Kari Kleven, Jeff Olsen Biebighauser, Anna Brelje, Josh Becker, Lisa Martens, Laura Bolstad, Gerry Berglin, and Sean Gosiewski, Joyce Peterson, Eleni Wolking, Zoe Martinez

Absent: Ingrid Rasmussen, Korla Masters

Call to Order: Jeff Olsen Biebighauser called the meeting to order at 7:05 p.m.

Devotions: Jay read the lyrics to the hymn "Healer of Our Every Ill" and shared his reflections on it. He asked the council to include the church, the community/world, as well as ourselves in our prayers this season.

Check in: Members shared important events from the past month.

Minutes:

After correcting the spelling of Mark Hiner's name, a motion was made and seconded to approve the January 14, 2014 Council minutes. Motion carried, with the abstention of all new Council members.

A motion was made and seconded to approve the January 19, 2014 Council minutes. Motion carried, with the abstention of all new Council members.

A motion was made and seconded to approve the January 19, 2014 Annual Meeting minutes. Motion carried, with the abstention of all new Council members.

New Business:

One-Year Members - Approval

After brief discussion, Lisa Martens, Eleni Wolking, and Zoe Martinez were elected for One-year Council terms. New and current Council members introduced themselves

Reports

Lead Pastor:

- Tanzania trip: Visited church in NW Diocese in order to deepen our connection and friendship with that congregation.
- The travelers who went on the Tanzania trip are contributing a \$500 collective donation to the Retired Pastors Fund that supplements retired African Pastors' modest pensions.
- Ash Wednesday services will be held March 5th in the sanctuary. Holy week services will be in the Barch Room, except for Easter Sunday.
- Summer Bible Camp is scheduled for June 16-19, and will likely be an all-day camp again this year.

- June 19-26 Youth Trip to visit Heifer Project in Arkansas
- Wild Goose Festival in North Carolina (festival dates June 26-29). Sue and Bill Roberts have offered that members can stay at their home nearby.

Associate Pastor: Jay presented Ingrid's prepared report while Ingrid is out of town.

- Pastor Rasmussen attended the 2014 Conference Assembly in Blaine on February 8. The divestment resolution presented by Holy Trinity will be moving forward.
- New member Sunday, _____: A special Adult forum to welcome 14 new members will be in the community room, and there will be treats for all to share.
- The Nurturing Committee is hosting a Game Night on Saturday, Feb. 22.
- Contact Pastor Rasmussen if you would like to be involved in the upcoming Intercultural Development (IDI) discussions.

Treasurer: Presented by Vicki Mann to orient new Council members to HTLC's financial reports.

- Discussed the status of the boiler fund and strategies to raise the final \$21,000 needed.

A motion was made and seconded to accept the financial report. Motion carried.

Secretary:

- No report

Vice President:

- Council members should make sure to take the time to read the reports in advance of the Council meeting
- The retreat on Valentine's Day weekend was a success, with approximately 10 families spending the weekend together enjoying an assortment of fun activities.

President:

- No report

New Business (continued):

One-year Members - recruitment

2 one-year council positions remain unfilled, and the Council discussed ideas for recruiting new members. Council narrowed down the list of candidates by prioritizing the gender, age, and membership length balance of the Council. Sara, Jeff, and Randy, and Josh were each assigned potential candidates to contact.

Exodus Lending

Discussed the relationship between HTLC and the non-profit. Consultant Joy Skjegstad, has outlined standard models churches usually choose from when starting a non-profit: 1. Non-profit is run by the church, 2. Non-profit is separate from the church, or 3) The non-profit is a separate legal entity but maintains an organizational connection to the church. The Council discussed the options and the draft document outlining the relationship between Exodus and HTLC, which follows the third organization model. Anna Brelje answered questions from Council members regarding the details outlined in the organizational relationship document. Several members emphasized that they would like to see the language in the document consistently specify "at least" 30% of the board are HTLC members, plus at least one pastor, and add language requiring a two-thirds majority vote by the board to approve any changes in the mission or strategic direction of the organization.

A motion was made and seconded to state the Council is in general agreement with the direction of the document related to the relationship between HTLC and Exodus Lending. Motion carried.

Mission Investment Fund

Currently only Vicki Mann has administrative web access to HTLC's Mission Investment Fund account. Best management practices recommends that more than one person have administrative access to such accounts to prevent problems accessing the account if something were to happen to the sole administrator. Online account access would not give any new account administrator any new authority over use of funds.

A motion was made and seconded to add both pastors as administrators to HTLC's Mission Investment Fund online account. Motion carried.

Synod Assembly Delegates

The Council identified for candidates (3 adults and one youth) to attend the Synod Assembly on May 2-3 as lay delegates: Meghan Olson-Biebighauser, Sean Gosiewski, Eleni Wolking, and Meagan Fortier. Sean was assigned to contact Meagan about attending the Assembly.

A motion was made and seconded to approve all four candidates as HTLC delegates to the Synod Assembly. Motion carried.

Paid Time Off Policy

Pastor Jay presented a proposal to transition from a vacation/sick time model to a PTO model in order to give employees flexibility and to conform with management best practices. The council discussed the advantages and disadvantages of each option. The council identified __ questions for Vicki Mann to look into and report back on at the next Council meeting: 1. What Short Term disability coverage would staff have? 2. How long will salary be paid until disability insurance payments begin?

Personnel Committee

The council was asked to consider the following questions in order to clarify the role of the Personnel Committee:

1. What Personnel Committee (PC) decisions need to be reported to council, and which do not?
2. Which types of decisions should go to the Council?

After some discussion, the Council decided that rather than articulating any specific guidelines, the Council would like to hear input from the PC. Council would like to ask PC to start the conversation by presenting their own understanding of (1) what kinds of information need to be confidential to PC only, (2) what decisions PC needs to report to council, and (3) what decisions council ought to have a vote in. Council would like to hear both PC's sense of current practice on these questions, and also PC's sense of what would be ideal.

Council outlined a few distinctions that might be relevant:

decisions regarding program staff / decisions regarding administrative staff;
decisions regarding called staff / decisions regarding non-called staff,
decisions within PC's budget / decision that will result in a change in budget
decisions within current staffing structure / decisions that add, remove, increase or decrease a position

Council wants to emphasize its trust in the PC, but also its mutual interest in setting up prudent structure and precedent.

Finally, Council suggests starting a conversation about the composition of the PC. Should we codify the current practice (three long-term members appointed by the pastor, with the three most recent Council Presidents) in the constitution or by-laws? Might it be worthwhile to have the Council approve PC's membership each year? Council President Biebighauser will contact PC to ask for their input to initiate this discussion.

The meeting adjourned at 9:18 p.m.

Respectfully submitted,
Laura Bolstad, Secretary

END OF MEETING NOTES