

## Holy Trinity Lutheran Church

April 21, 2014

### CHURCH COUNCIL MEETING MINUTES

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**NEXT REGULAR MEETING: Monday, May 19, 2014**

**Devotions: Lisa Martens**

**Refreshments: Laura Bolstad**

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**Present:** Council members: Jay Carlson, Ingrid Rasmussen, Jeff Biebighauser, Sara Jensen, Drew Lindorfer, Gerry Berglin, Randy Nelson, Kari Kleven, Jeff Olsen Biebighauser, Anna Brelje, Josh Becker, Lisa Martens, Laura Bolstad, Sean Gosiewski, Eleni Wolking, Zoe Martinez, Korla Masters

**Absent:**

**Call to Order:** Jeff Biebighauser called the meeting to order at 7:03 p.m.

**Devotions:** Laura Bolstad read and reflected on 1 Corinthians 12: 8-12 and how it relates to her faith and Holy Trinity.

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

#### **Minutes:**

After correcting the attendance record (Gerry present, Bruce no longer on Council) and correcting the spelling of Howie Patchin's name, a motion was made and seconded to approve the February 17, 2014 Council minutes. Motion carried.

#### **Reports**

##### *Lead Pastor:*

- Holy week went well. Jay is on vacation this week.
- Looking forward to the Heifer Project trip, Boundary Waters trip, and the Wild Goose trip. There are so many people signed up for the Boundary Waters trip that they may need to get a fourth permit. There will be a meeting about the Wild Goose Festival trip on May 4<sup>th</sup> between services.
- Review of communion serving protocol. If you see there are not enough people during the Benediction, please come up to help. If there are too many people simply stay, commune, then go back to your seat.
  - Standard communion at railing: There should always be 5 people in front of the table
  - Intinction: There should always be 4 people, including the pastors

##### *Associate Pastor:*

- Excellent attendance during Lent and Holy Week.
- The Nurturing Committee has scheduled Holy Listening Trainings on May 15<sup>th</sup> and 17<sup>th</sup> to expand our lay ministry.

##### *Treasurer:*

- Actual income is good and trending positively.
- Our expenses have been lower than budgeted.

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

*Secretary:*

- No report

*Vice President:*

- Shared a summary of the Peace With Justice Committee Report.
  - HTLC was not awarded the solar grant
  - Refugee family status update. Smaller items are being collected.
  - April Bread for the World appeal and letter writing

*President:*

- Kairos update
  - Healthy response to CAT survey (130+ respondents)
  - Interviews were conducted. The interviews were well received.
  - Executive Council is meeting with Kairos next week.
  - Leadership Summit to reveal and discuss CAT results on May 13 at 6:30 p.m.

### **Committee Reports:**

- Personnel: Switch to Guide One insurance will save \$6,000 per year, with no significant difference in coverage.
- Outreach:
  - Stopping partnership with Bancroft School—Have not been able to develop the sort of relationship we were hoping to build. Bancroft is not perceived as part of our neighborhood. Looking for a partners that are more nearby.
  - Meeting with Longfellow School.
  - Met with the Public Library staff to discuss sharing common spaces. Having positive activity in the garden will benefit the space, the community, and public safety.

### **Unfinished Business:**

#### *Personnel Committee*

Personnel Committee presented alternative wording point #2 on the proposed policy. Council asked that “can” be changed to “will” report to Council for review. Questions arose regarding the bylaws and Constitution, so Gerry Berglin volunteered to research what those documents outline regarding the following topics:

1. Relationship between lead pastor and the Personnel Committee
2. What tools Jay has as head of staff (e.g. related to hiring/firing)
3. Council’s recourse to request a committee to change one of its actions
4. How the Personnel Committee differs from other committees (“Assist, advise” Pastor with Staffing)

Need to clarify:

- Transparency verses confidentiality
- Role of Pastor verses Input from Committee
- Timing of Communication with and /involvement of Council

Should consider what we learned from our experience with the music position and whether the proposed policy would have prevented the problem. Have learned the value of input from constituencies and that structural changes to positions should involve more than just the Personnel Committee.

A motion was made to explore the relationship between Council and its various committees with the intent of looking at possible changes in operation and structure. Discussion. The motion was amended to include: A Task Force from Council will meet next month to discuss potential changes to the bylaws after Gerry's research has been completed. The motion carried.

Discussion regarding the need for an interim solution for our immediate hiring needs.

A motion was made to present the organist job description for review at the next Council meeting. Discussion. The motion was amended to ask that the proposed organist job description include multiple options. The motion carried.

### *Abuse Policy*

Council members discussed their thoughts about the abuse policy.

Concerns offered:

- The symptoms of abuse (listed in the policy) can exist even if there is no abuse—make sure the wording reflects that.
- Potential liability issues—ask St. Paul Synod about previous legal review of this policy. If none has been completed, it would be worth the investment to pay for a legal review of the policy.
- Make sure the policy is inclusive of same-gender abuse (e.g. page 6)
- Vulnerable adults—how would this apply to Metro Works?
- Cost and timing of background checks—approx. \$8, but depends on the type of background check completed (e.g. multi-state verses MN); online requests are faster. Institute a policy that until the background check comes back the volunteer cannot be with children (or vulnerable adults) without another adult present.
- The policy should outline which background check findings are disqualifying.

A motion was made that Council should email Ingrid any concerns within two weeks. Ingrid will collect our concerns and report back or provide clarification as applicable. The motion carried.

### *Open Council seats*

Zoe is still trying to reach Kathy Ohler because she has been out of town. Alyssa is interested in serving on Council.

## **New Business**

### *Boiler bids*

Received 2 bids: \$250k and \$170k. The higher bid was actually a budget and not a bid. The lower bid is under our original budget, including a 10% contingency. The Property Committee is currently waiting for references and for clarification on the lower bid.

The meeting adjourned at 9:09 p.m.

Respectfully submitted,  
Laura Bolstad, Secretary

END OF MEETING NOTES