

Holy Trinity Lutheran Church

June 16, 2014

CHURCH COUNCIL MEETING MINUTES

NEXT REGULAR MEETING: Potluck Dinner Monday, July 28, 2014

Devotions: Not assigned

Refreshments: All (Potluck)

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

Absent: Zoe Martinez, Alyssa Erickson

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

Devotions: Randy Nelson read Mark Ch. 6:1. The disciples were commanded to take only a staff with them. A lesson having the courage to go out without knowing where we are going/what we are doing. Discipleship is an adventure that may take us and our congregation into uncharted waters. Facing the unknown with the confidence of a God that travels with us—God’s hand is leading us and God’s love is supporting us. Take risks to be the kind of neighbor that strives for the wellbeing of others and struggles for justice.

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

Minutes:

A motion was made and seconded to approve the May 19, 2014 minutes. Motion carried.

Reports

Lead Pastor

- Vacation church school off to a good start today. Now have morning classes plus the new afternoon option. Under the Acacia Tree inspired by our Trip to TZ. They made drums today.
- Safeguarding God’s children workshop went well. Participants felt it needs to be offered more broadly to parents and congregation members. The theme is it takes a village to provide a healthy safe environment for children.
- Kairos – Jay and Ingrid will get draft next Mon or Tues. July 1 @6:30 pm special meeting with Council to receive the report. We do not expect that there will likely to be any surprises. Executive Committee will see the report in advance. Drew asked if the report could be shared with the Council in advance. Jay will email it out to the council in advance.
- Jess Olson and Korla Masters: Seminary candidacy support
A motion was made and seconded to have Ingrid or Jay to sign the seminary candidacy support form for Jess Olson and Korla Masters. The motion passed. Korla will be starting a seminary program at Eden Seminary in St. Louis in the fall.
- Update on staffing search

- Custodian – 12 hr/wk 4 nights/week 3 hours/night interim summer position. \$13/hr. Using a temporary custodian for the summer will allow us some time to evaluate what our needs are for the permanent position.
- Exodus – Applications have closed. Interviews will be starting soon. Hope to hire someone in July.
- Musician (organist, choir director, or combined applications) – application closes this Friday. Adult forum this Sunday will discuss the position and plans for moving forward with auditions, etc.
- Nursery help—Relates to new policy that there cannot be one adult alone with children. HTLC made the decision to have staff positions 8:30 – 12:00 shift; \$15/hour. Four positions ideally, with two staffing each Sunday.
- Wild Goose festival. Leaving next Tuesday/Wednesday. Jay will miss that Sunday.

Associate Pastor

- Recently attended St. John’s continuing education event on metaphor writing.
- Outreach:
 - Recent meeting with Broadway school (in Longfellow). Discussed opportunities for cultural exchange, opportunities for volunteering at HTLC. Broadway educates 13-21 year old student mothers. The school currently has 120 students, and the school uses a project-based learning curriculum. They are looking for volunteers with skills to teach—e.g. financial education, photography. They are looking for opportunities for volunteering at HTLC. One idea is for them to help construct the mosaic. Meeting with them again on Monday June 30th at 7 pm.
 - Intercultural development group has been meeting. Have had 5-6 meetings over the last 4-5 months to analyze the IDI results and consider ways to move forward. Will be hosting a viewing of the video *Race: the Power of an Illusion* (Part 1 of 3) on Wed. July 9 at 7 pm.
- Worship leaders training. There will be an article about it in the Community Church. Tuesday, July 15 at 7 pm. Open to children volunteers as well. Stella Townsend is now going to be helping with the scheduling of volunteers for worship.

Treasurer

- Overall the church is on track financially.
- Attendance about 10 above where it was last year.
- We took in a little less money this month than we budgeted—approximately \$4,000. Several factors contributed to that: 1. We got some money from JRLC for Megan’s staff salary. 2. Envelope offerings are down about \$10k from what we budgeted. 3. Expenses—Quite a bit over budget (approx. \$10k) due to the transition in our insurance company. Previous insurance was paid every 6 months at \$9k. The new insurance policy is \$11k/year paid upfront, and we have not gotten a refund yet from the old policy (\$6k). 4. We had an unusually high snowplow bill due to the harsh winter. Vicki is looking into alternatives for snow removal in the future.
- Boiler donations still doing well. \$240k goal. Yesterday received a couple thousand more. Boilers and asbestos have been removed. New boilers have been delivered.

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

Secretary:

- Discussed the timing of the July meeting, and the group settled on moving the July 21st meeting to July 28th. The Youth Committee will move their meeting to accommodate this change.
- July potluck picnic meeting will be at Gerry Berglin’s house – 6 pm 3424 46th Ave S. Spouses/partners welcome.

- No Executive Council meeting before the July meeting, unless needed.

Vice President:

- No report

President:

- July meeting will be a picnic; location at Gerry Berglin's house.

Committee Reports:

- Discussion of Peace with Justice Report
 - "Green team" subgroup of Peace with Justice will meet again July 9th and will develop a proposal to direct HTLC response to climate change. A copy of the summary booklet will be given to each Council member.
 - Movie showing: Sea Change Wed. July 23rd. Movie has an environmental focus.
- Housing Services Report
 - Higher attendance at dinner at Trinity on Lake
 - Meeting w/Trinity Housing Corp Board w/Mental Health Resources and CHDC (management company). 10 years since the building was constructed. A positive meeting. Will be looking for a new member on the nonprofit housing board.

Unfinished Business:

Open Council Position

A motion was made and seconded to approve Alyssa Erickson for a one year Council term. The motion carried.

Abuse prevention policy

Discussed gendered language, symptoms of abuse, legal review, multi-state background checks. Ingrid consulted a number of people/parties: Becky Dale with Prevent Child Abuse MN, Jane Kretzmann, Janet Thompson of Minneapolis Area Synod, 2 attorneys in the congregation, Insurance Representative (Guide One).

Becky Dale suggested change victim/perpetrator language to those who have been abused and those who have abused others, and she suggested that in the future we could strengthen language around encouraging positive interactions rather than only speaking about what we do not allow.

Insurance Requirements:

1. Formal policy with procedures;
2. All volunteers required to sign a release form
3. Volunteers have to have been here 6 months
4. No minor shall be alone with any adult unless in a counseling situation [added]
 - p. 2,3 – Changed victim/perpetrator language to those who have been abused and those who have abused others. Clarifying changes.
 - p. 4 – Included paid and unpaid; clarifying change
 - p. 5 – Clarifying changes
 - p. 6–Changes met to meet insurance requirements: No one adult with one child, unless counseling situation. Gendered language changes.
 - p. 7 – clarifying change
 - p. 8 – added underlining to emphasize that any one indicator does not indicate that abuse has occurred; clarifying change
 - p. 11 – Volunteers and employees must sign a release form to be used for criminal background check. All volunteers will be involved in the organization for at least 6 months before being

involved with any activity with minors. Could be as simple as having worshipped here for 6 months. Can participate in events, but cannot take on a leadership role. Exception for counseling: Discussion of safeguards for counseling situations. Informally, Jay tries to meet with youth in public places or keep the door of his office open. Seminary training includes boundaries workshops. The document overall is aimed at volunteers.

A motion was made and seconded to approve the changes to the Abuse Prevention Policy.

Further discussion:

Who manages the policy? The council examines and approves it annually. Who is responsible to follow up on it? Detailed in the policy on p. 10—Abuse is reported to pastors, President, Vice President, who then notify child protection services and police; pastors keep records of reported abuse. What if someone just notices something happening? Up to that person to report it to the Pastors, President, or Vice President; the reporter does not need to substantiate the abuse. If you see something, say something. Important to consider providing a safe space for the child to speak with a counselor. How will we communicate the document to the congregation? Planning more trainings for volunteers and anyone who is interested in the issue. There will be an announcement during church or a sermon that raises awareness of the policy. Whose responsibility will it be to make sure that all of the background checks are being done? The staff person who is responsible to recruit volunteers will also be responsible for making sure those volunteers are trained. What offenses are disqualifying? Guide One – leaves open. Emphasis is on protecting our children from someone with a history of sexual offenses. Who can see results of background checks? The policy outlines that Council President, VP, and Pastors all have access. Decided to do multi-state background check moving forward. The confirmation mentors program will be impacted by this policy. Youth committee and Sunday School volunteers are responsible to think about the implications as we plan activities, and will need to make sure to be communicating clearly to volunteers. One adult is allowed to be with more than one child under this policy. Nursery workers couldn't be under age 18 because they would be considered a vulnerable person as well.

The policy will be amended to allow for the Church Administrator to see the background checks. Everyone planning events and programs must consider this policy and implement it as appropriate.
Motion carried.

Personnel Committee and Council

Gerry's research:

- Most of it is pretty clear regarding who does what.
- Inconsistencies: Executive Committee is the only committee listed in the constitution. The other committees are listed in the bylaws. It is clear that the committees are instruments of the Council.
- Personnel: On contentious issues—President of the council works on that or the pastor. Possible to appeal to the Executive Committee (Personnel policy).

Refer to document Gerry sent out before the last meeting –

- Many things are very clear: Council is very clearly in power to carry on the business of the congregation. The lead pastor is in control of operations.
- Some important things are unclear. For example:
 - o Omissions from constitution: Committees (except Exec. Committee)
 - o Role of Executive committee is unclear
 - Typically Exec. Committees deal with issues that are very sensitive, like personnel.

Executive Committee is recommending a small task force to explore and recommend changes with the following goals:

1. Clarify the role of Personnel Committee
2. Clarify role of Exec. Committee
3. Include review of the overall committee structure and the tasks assigned to committees.

Volunteers: Jay, Drew, Jeff, Gerry, Josh

Council encourages task force to seek participation and input from non-council members as needed.

Motion passes

New Business

Other:

- Eleni found a pizza oven technician and a mason that may be able to help with Danya Werth's pizza oven project.
- WI-FI Password: HTLC-8358
- Goodbye to Korla.

A motion was made and seconded to adjourn at 8:54 pm. Motion carried.

Next meeting: July 28, 2014 (Potluck, Gerry Berglin's house)