

IMMANUEL-TRINITY LUTHERAN CHURCH

Council Minutes

November 22, 2016

6:30 p.m.

Attendance: Travis Moser, Bob Greenwood, Jamie Stearns, Shar Krueger-Raube, Scott Roltgen, Marie Scannell, June Bahr, Aric Hamburg, Tim Baumhardt, Gary Dilling, Dave Draves, Candy Roth, Pastor Tom Meyer, Pastor Sue Sheffer-Meyer

Excused: Lori Jurgensmier

Absent:

1. Opening prayer - Pastor Tom Meyer
2. Approval of October 25, 2016 minutes MSC
3. Member concerns to council
 - a. Madison Bertram - Would like to raise monetary donation, sketchbooks, hair ties, nail polish, hard candy, small toys, gum, colored pens, colored string for making bracelets for El Salvador in conjunction with a teacher at Woodworth.
 - b. Meet with Faith in Action to set up a time
 - c. Motion to approve the fund raisers and set day with Faith in Action. MSC
4. Treasurer & Financial Secretary reports
 - Motion to approve Treasurer and Financial secretary reports. MSC
5. Closed session – "issues"/Staff position/bonus
 - Moved to closed session 7:23 p.m.
 - a. Moved to open session 8:16 pm
6. Open session
7. **OLD BUSINESS:**
 - Update - Discussions with members with financial backgrounds 11/11/16
 - Meeting with a small group to market to top 20% of givers within the church
 - Update - Thanksgiving dinner
 - Closed on meals delivered, volunteers are full, ready to go
 - Status - "Count Me In" (Stewardship)
 - 269 family packs were sent out and 89 have been returned, just shy of 30% returned
 - This is higher than it has ever been
 - Update - Budget planning

- Motion to provide a 2% raise for all staff. *George will get the highest possible raise up to 2% based on Social Security. MSC
 - Raise does not apply to contract employees--Candi/Brooke and Rebecca
- Update – Council Member candidates
 - Travis Moser, Aric Hamberg, June Bahr, Dan Rosenthal

8. **NEW BUSINESS:**

- Pastors reports
 - Pastor Sue
 - Covering for the administrative assistant job,(bulletins, newsletter etc.)
 - Little Lambs curriculum still needs to be written
 - Pastor Tom
 - Approve for Baptism, but do not add to roles - Lillian Mea Gonzalez
 - Approve for removal of membership: Robert Hecker (by death), and Dale and Tonya Hansen (by request)
 - Accept into membership - Faye Gokey
 - Motion to approve all Pastors action. MSC
 - I-T accept donation of 4 spaces at Ledgeview Cemetery, there is no cash value to these spaces - Motion to accept to the 4 spaces on Ledgeview Cemetery. MSC
 - Motion to hold a 9 am service on January 1st. MSC
 - Motion to place Pastors reports on file.
- Administrative Plan
 - Outsource I-T's Accounting Function
 - Recruit a part-time Administrative Assistance
 - Outsource Immanuel Trinity's accounting function to Susan Shady Tax and Accounting, LLC for up to \$30.00 per hour. MSC
 - Advertise a part-time Administrative Assistance for 28-30 hours per week for up to \$14.00 per hour, using the current job description. MSC
 - Motion to improve the Church Windows from software to cloud based. MSC
- Wisconsin Privacy of Information Acts for Churches
 - Home communion sheets in office drop box