IMMANUEL-TRINITY LUTHERAN CHURCH
Council Minutes
August 8, 2017
6:30 p.m.

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

1. Opening prayer – Pastor Tom Meyer
2. Approval of July 11, 2017 minutes: MSC
3. Owen Nitkowski – Eagle Scout project: Owen is proposing to build four picnic tables, a flag pole mount to the pavilion and a podium (for outside activities) for the congregation.
   Motion made to allow Owen to do his Eagle project as presented with the understanding that the location of the flag pole mount to be approved by the Buildings and Grounds Action Team. MSC
4. Member concerns – What are you hearing? Nothing of substance noted
5. Treasurer's & Financial Secretary reports: Approval of the reports. MSC

6. <u>OLD BUSINESS</u>:
   - New accounting program: This has been slow process with the Simple Church program. There have been problems converting files from the Church Windows system. Staff has been working with the Simple Church people. Hope is to have the new software up and running by September 1st.
   - Account recommendations for new system: Our accountant is still working on this. The council will have the new recommendations for review as soon as they are available.
   - Constitution rewrite – draft: Review of the document by the congregation will be available on August 20th at the congregational meeting.
   - Constitution resolutions – job descriptions: Executive committee has recommended eliminating the Treasurer and Financial Secretary positions and combining them into one position, the <u>Financial Officer</u>. The new position was created due to the new accounting software capabilities and the changes to the church staff (addition of accounting consultant). Committee and action team descriptions and responsibilities were presented to the Council. Council to take the descriptions to all the committees and action committees for review.
   - VBS recap: 56 kids participated with 39 volunteers. Energy was very good.

7. NEW BUSINESS:
    - Pastors reports:
      Approval of purchase of portable microphone with score card rewards by Pastor Tom. MSC
      Approval for Baptism: Aidan Schrank and remove from membership: Wayne Brennan and Hailee Draves. MSC
      Approval to allow the Faith in Action team to print and pay for a thank you note in the paper to the Thanksgiving meal donors. MSC
      Approval to reaffirm and renew the limits to the Thanksgiving meal that were approved in 2016 (1st 100 reservations- max. of meals 3 per household, and 100 takeout meals). MSC
      Action reports by the Youth Director and Director of Music were provided to the council by the pastors.
      Approval of Pastor's reports and staff action reports. MSC
    - Church picnic – August 20th: Congregational meeting is also on this date. Council is responsible for the picnic. Meal will be pot luck. Discussion on events.
    - Donation – 2 cemetery plots at Ledgeview: Approval to have the congregation accept the donation of the plots. MSC
    - Emergency protocol: What to do if there is a medical emergency in the worship room during the service. Discussion on making a laminated sign labeled "assist" that the ushers could use to get the pastors attention. Pastors will direct any medical personal to help and will call 911. Incident report also needs to be done by the pastors. Discussion on getting the ushers trained for these types of incidents. Pastors will write up a protocol to be presented to council.
    - Building loan due – May 5, 2018: Pastor and Bob will be meeting with the bank to be proactive and to start the dialogue with the bank now.
    - Deborah Crcle candy & coffee sale Oct. 10th thru Nov. 14th: Approve Deborah Circle & Coffee sale October 10th thru Nov. 14th. MSC
    - Flu shots during Fall Festival – Oct. 10th: Approval to allow Flu shots by Julie Walker at the Fall Festival. MSC

8. OTHER
    - Approve Terry Bertram for the snow removal contract for the coming winter season. MSC
    - Lenny Mallas is looking into how we can fill in cracks in the asphalt parking lot.

- Donation of weed removal on the church grounds by a church member. Approval to allow this church member to do this. MSC
- Approval of “Just another girl story” for Wednesday Night book study. MSC
- Discussion on Mentor program for new members that Christian Education is working on.
- Dishwashers are needed for the thanksgiving dinner.

9. <u>CLOSING PRAYER at 8:45pm</u>