

CONGREGATION COUNCIL Agenda/Minutes

Date: January 10, 2023

PARTICIPANTS: Bill Kanfield, Greg Silus, Pastor Jon, George Silverness, Warren Peterson, Terry Laschinger, Tia Burnham, Linda Heine (Treasurer), Jane Ward(remote)

Devotions: Pastor / Acts 6:1-7

Start Time: 6:00pm

End Time: 8:41pm

ABSENT: Alan Ritchie

Location: Christiania Heritage room

Minute Taker: Greg Silus

ITEMS REQUIRING ACTION BY MINISTRY BOARD: None

Special Guest	<ul style="list-style-type: none"> • None 		
Agenda Items	Minutes/Discussion	ACTION/ Who is responsible	Start time/ DEADLINE
1. Approve agenda	<ul style="list-style-type: none"> • Motion made by George Silverness and seconded by Terry Laschinger to approve: this meetings agenda with the following corrections: listed below Motion passed by unanimous voice vote. • Removed item #3 - Appoint a 2-year At-large Financial Review Committee (FRC) member. Karen F. will stay on the FRC 	<ul style="list-style-type: none"> • N/A 	N/A
2. Approve past minutes	<ul style="list-style-type: none"> • October 11, 2022 minutes – report was made available mid-morning 1/10/23 and not included in the agenda. This report will be included in the February agenda for review and approval. • Motion made by George Silverness and seconded by Warren Peterson to approve: December 13, 2022 with the following corrections: None Motion passed by unanimous voice vote. • 	<ul style="list-style-type: none"> • 	
3. Ministry Board attendees	<ul style="list-style-type: none"> • Discussed who will attend future meetings 	<ul style="list-style-type: none"> • January – Warren Peterson • February – Tia Burnham • March – Bill Kanfield 	
4. Treasurer Report	<ul style="list-style-type: none"> • December Treasurer Report not completely done, as the Office Manager is not yet complete with reconciliation of bank accounts. • Recent findings in Icon that did not make sense were brought to the vendors (Icon) attention. Icon fixed a database issue on their backend, and this corrected the matter • Office Mgr to assemble the Annual Report on 1/20 • By 1/22 the Treasurer Report needs to be printed for the Annual Report • Property and land not on the books, several folks were consulted on this topic. • Keep track of property and land on a spreadsheet • Christiania is NP and depreciation is not applicable 	<ul style="list-style-type: none"> • Office Mgr to complete reconciliation of bank accounts • Treasurer to provide report to Office Manager 	<ul style="list-style-type: none"> • ASAP • ASAP

5. Old Business

- ERC(Employee Retention Credit) – Christiania President was referred to ercpays.com that handles smaller companies. Eric Weert’s ERC Delta company was first considered, but they handle larger companies
- Parsonage & Ballfield property sales
 - No current status from the buyers Closing agent
 - Christiania has completed both asks of the closing agent
 - Christiania successfully registered with SoS as a 317a
 - Signed a Legal Affidavit reflecting the history of names of Christiania
 - Quiet title was mentioned by the closing agent, Christiania declined
 - Cost of a Quiet Title ~\$4-6K
 - This can imply the Seller is perhaps hiding something
 - Christiania’s realtor is holding back on the other wooded lot property, until the Parsonage property is closed on.
- Interserve Ministries
 - All three documents signed by the President and Pastor and returned to ISM
 - Need some names to fill these motions:
 - *Draft Motion 1: "I motion to nominate _____ as sponsor to guide the InterServe staffing assessment and organization chart recommendations by coordinating efforts, driving to timely outcomes and accounting for expenses during the engagement with InterServe".*
 - *Draft Motion 2: "I motion to nominate _____ as sponsor to guide the InterServe communications and web design recommendations by coordinating efforts, driving to timely outcomes and accounting for expenses during the engagement with InterServe".*
 - Jane asked about the timeline to fill the roles and if we can reach out to prospective candidates, the answer was Yes
 - Nick Clark from ISM has been on-site at Christiania a few times, and introduced himself during church service on 1/8
- Budget 2023
 - Much discussion related to 2 spreadsheets which is the source of the proposed 2023 budget determination
 - Refresh moneys mentioned – keeping that separate
 - Viewing the Checking and Savings balances, Treasurer mentions that is what we are viewing
 - Desire to see the General & Refresh monies separately

- Council to give thought to who from the congregation could fill these roles
- President will mention on Sunday the need to fill these roles

- ASAP
- ASAP

	<ul style="list-style-type: none"> ○ The prepared spreadsheets are for the Treasurer ○ Maintenance costs of the church, such as mowing and pest control could be decreased if congregation members would take on these efforts ○ Tracking Nick Clark's salary/costs was requested to be tracked ○ President mentioned we can not approve the 2023 Budget during the Council meeting, rather it would be approved later electronically online <ul style="list-style-type: none"> ▪ Waiting for the final Treasurers Report, prior to 2023 Budget approval ○ President asked the Council if anyone was uncomfortable with the draft 2023 Budget, no one was uncomfortable with it 	<ul style="list-style-type: none"> ▪ Councils' approval of 2023 Budget via email or Team 	As soon as Treasurer report is provided
6. New Business	<ul style="list-style-type: none"> • Provide CLC leadership updates <ul style="list-style-type: none"> ○ Bill K. on for another term as President. ○ Greg S. on for another term as VP ○ The rest of the 2022 council is staying on for 2023 • Define Secretary/Scribe role <ul style="list-style-type: none"> ○ VP is temporarily taking on the Secretary/scribe role, ensuring reports delivered on time • Prepare the 2023 Annual Meeting <ul style="list-style-type: none"> ○ Council reviewed the draft PP deck for the Congregation Council meeting • Discuss/Define 2023 New Leaders Orientation <ul style="list-style-type: none"> ○ Planned time is Sunday 2/19 11am – 12:30pm ○ Yet be determined what will be included in the Leadership package, or the format(hard or electronic copy) 	<ul style="list-style-type: none"> • President to add final updates to the deck for Congregation Annual Meeting • Someone needs to work on the Leadership package and agenda 	ASAP ASAP
7. Receive Reports	<ul style="list-style-type: none"> • Audit <ul style="list-style-type: none"> ○ Included in the agenda package for review • Pastor's Report – none provided • Ministry Board Report (CYF, Worship, Mission, Stewardship and Membership) – none provided • Financial Review Committee • Property <ul style="list-style-type: none"> ○ Included in the agenda package for review ○ It was observed the name of Christiania was not correct as: Christiania Lutheran Church of Lakeville, whereas the registered name is: Christiania Lutheran Church 	<ul style="list-style-type: none"> • • • • • President or VP to reach out the Jeanne Hoffman to inform her of the incorrect name in the property report 	This week

8. Future Agenda Items	<ul style="list-style-type: none"> • None mentioned 	<ul style="list-style-type: none"> • 	
9. Open Forum / Q&A	<ul style="list-style-type: none"> • George inquired to the cost of mowing the church, answer was \$650/mo at 7 months. He may be interested in mowing the church ground Summer 2023 • Worker Comp topic, yes we would see any claims, of which there are none at this time. The cost was for insurance • Pastor asked for an email address to be setup: communications@christianialutheranchurch.org 	<ul style="list-style-type: none"> • Greg S. will look into the creation of the email address 	This week
10. Adjourn meeting	<ul style="list-style-type: none"> • Meeting adjourned at 8:41pm by the President 	<ul style="list-style-type: none"> • 	
Communications with Congregation	<p>NOTE: Use Newsletter, Bulletins, Website for announcements. Use Info Desk for Sign Ups and Event information. Website requests: office@christianialutheranchurch.org</p> <ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	
Next meeting date:	2/14/23 @6pm		
Next Devotion:	Pastor		

