



CHRISTIANIA LUTHERAN CHURCH EXECUTIVE COUNCIL

**April 11, 2017
Minutes**

President – Bruce Mohn	P	VP – Denise Kanfield	P	Secretary – Greg Silus	P
Brian McGregor (at large)	P	Treasurer – Rachel Fausch	P	IP Rebecca Thurman	P
Kim Robertson (at large)	P	Scott Selkirk (at large)	P		
Lori Clausen (at large)	P	Lee Braun (at large)	P		

Call To Order: President Bruce Mohn called the meeting to order at 6:01 PM. As there were enough Executive Council members present for a quorum.

1. Approved Agenda for: April 11, 2017

Motion made by Scott Selkirk and seconded by Lee Braun to approve the agenda as distributed at the meeting with the following additions: none
Motion passed by unanimous voice vote.

2. Approve Executive Council Meeting Minutes from March 9, 2017

Motion made by Greg Silus and seconded by Kim Robertson to approve minutes from March 9, 2017 with the following corrections: none
Motion passed by unanimous voice vote.

3. Council Information and Reports

Treasurer’s Report:

Parsonage rent has been not been obtained for March or April
A process/procedure is needed to alert when rent is not collected on time
Update to rent from Parsonage: *Property Committee member Steve Anderson called renter early 4/12. Per renter, both checks were sent in on time but we're just cashed yesterday. Regarding whether we ever used a service for renting the parsonage, we did not have to. The parsonage was rented the afternoon of the congregational vote to keep the parsonage.*

Motion made by Kim Robertson and seconded by Lori Clausen to approve the April 2017 Treasurers report
Motion passed by unanimous voice vote.

a. Pastor’s Report: - see attached

- Membership – many categories, need cleanup. Letters to go out.
 - i. House in Northfield – permission for visit,

- ii. Special offering other – Church check from Executive Council
- iii. Synod Assembly meeting - May 19th & 20th in Burnsville – Prince of Peace
 - a. Greg Silus to attend Saturday and perhaps another member
 - b. TWO MORE REPRESENTATIVES NEEDED
- iv. Electronic directory – Scott S. to find out more or new Officer Mgr will implement
- v. Membership Team – dis-satisfaction with current role/definition/duty as defined in Constitution. The Executive Council supports the Membership Team in what they feel they need to do in their current role. There is flexibility to move from Team to Team if folks want to gravitate to another area

Motion made by Kim Robinson and seconded by Scott Selkirk to approve the Pastors report

Motion passed by unanimous voice vote.

- b. **CYF Leader Report:** Joe J. doing a great job. Many events participated by youth. CYF Job Description updated and ready to post position, obtaining resumes for position. Discussion of having the youth run a Sunday service. Communication – youth to take the lead between ministry teams and the congregation
- c. **Ministry Board Report and Ministry Team Reports:** See report below
- d. **Property Committee Report:** See report below

Motion made by Lori Clausen and seconded by Lee Braun to receive the Property Committee report.

Motion passed by unanimous voice vote.

4. Action Items from

Ministry Board – none

Ministry Team – none

Property Committee – two resolutions below

Roof info from David Frame, explained history of roof:

- i. Building Envelope Co. did a Wall & Roof evaluation – report provided
- ii. Areas B & D replaced in 2016 – solid membrane & pitched roof for \$33k
- iii. Area C nothing done since 1986, since construction after fire
 - a. Worst area over organ and sacristy area near there.
- iv. Area E replaced 10-12 years ago
 - a. Leak over area where Pastor and Acolytes sit
- v. Dog-house needs to be reviewed by HVAC Engineering firm

- a. Property Committee - Roof Repair - The Property Committee is looking for a decision on the roof.

Motion made by Greg Silus and seconded by to Denise Kanfield the Exec Council acknowledges the roof repair is necessary in 2017 for replacement in section C and repair of part of E. This expenditure needs a congregational vote, according to the Constitution, based on exceeding 10% of the annual budget. Special meeting for roof to occur June 4th, following the regular service.

Motion passed by unanimous voice vote.

- b. Property Committee - Approval to Purchase Garden Shed with Funding to Come from Grant

BE IT RESOLVED, That the Christiania Lutheran Church Executive Council hereby approves the placement of a garden shed outside the southeast corner of the garden – with requirements to be spelled out by Birdie Mohling and that the cost of the shed and washing shelf shall come from the \$1507.84 remaining Mission Garden Grant. These funds should be taken out of Miscellaneous Account 5.9990.000.

Motion made by Lori Clausen and seconded by Scott Selkirk that the Christiania Lutheran Church Executive Council hereby approves the placement of a garden shed outside the southeast corner of the garden – with requirements to be spelled out by Bertie Mohling and that the cost of the shed and washing shelf shall come from the \$1507.84 remaining Mission Garden Grant. These funds should be taken out of Miscellaneous Account 5.9990.000.

Motion passed by unanimous voice vote.

5. Old Business:

- a. Login & password tracking solution for Christiania
 - i. Adjust the Personnel Handbook to remove password transfer to Pastor by staff
 - ii. Not implement Roboform as a solution
 - iii. Treasurer – login info How-To directions to be authored for various logins
- b. Calendar of events – which teams meet when. Check the website or calendar in the office
- a. New Market bank loan – Bruce submitted the info needed by the bank
- b. Ball field meeting with Highview – expensive to mow and no one uses it. Solution is plant pollinator flowers.
- c. Office manager hiring update – Scott Selkirk putting out position on web sites soon
- d. CYF leader hiring update – covered in the CYF report
- e. CLC Leadership Org Chart – many corrections were mentioned and recorded by Denise Kanfield for updating.

6. New Business

- a. * Updates from 'At Large' Members on their individual ministry board partnerships and committees
- b. * Align on messaging. If any congregational member asks questions, we as an EC all have the same talking points. These are also talking points for the at large members to roll out to their ministry board and committees. There may be no messages this time but we want to set the structure.
- c. E L C A / Synod Assembly meeting in May – mentioned in Pastors report
- d. State of the church address in May discuss an outline

* Standing New Business item

7. Set Agenda for Next meeting Tuesday May 9 @ 6pm:

- a. Old Business – will add to agenda from emails from EC members
- b. New Business – will add to agenda from emails from EC members

8. Adjournment:

Motion made by Lori Clausen and seconded by to Kim Robertson to adjourn the meeting

Motion passed by unanimous voice vote. Meeting adjourned at 8:55 pm.

9. Meeting closed in joining in the Lord's Prayer

Respectfully Submitted,

Greg Silus Executive Council Secretary

Christiania... We start with Christ - In our caring; in our serving; In our growing.