

Congregational Council Meeting Minutes

Date: 11/14/2023	PARTICIPANTS: Bill Kanfield, Pastor Jon Rhodes, Greg Silus, Tia Burnham, George Silverness, Warren Peterson, Terry Laschinger, Linda Heine (Treasurer), Jane Ward, Lonna Selkirk	
Start Time: 6:02 PM	End Time: 9:18 PM	Devotions: John 15:1-10 per Pastor Jon
Location: Zoom	ABSENT: None	
Minute Taker: Lonna Selkirk		

ITEMS REQUIRING ACTION BY:

Special Guest	<ul style="list-style-type: none">Joel and Becky Ruen
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Agenda Items	Minutes/Discussion	ACTION/ Who is responsible	Start time/ DEADLINE
<ul style="list-style-type: none"> Approve Agenda 	<p><i>Motion made by Jane Ward and seconded by Warren Peterson to accept the meeting agenda.</i></p> <p>Motion passed by unanimous voice vote.</p>	<ul style="list-style-type: none"> 	
<ul style="list-style-type: none"> Approve past minutes 	<p><i>Motion made by Greg Silus and seconded by George Silverness to approve previous month's minutes without corrections.</i></p> <p>Motion passed by unanimous voice vote.</p>	<ul style="list-style-type: none"> 	

<ul style="list-style-type: none"> • Special Guests representing Stewardship and Ministry Board 	<p>Joel Ruen-Stewardship Committee</p> <ul style="list-style-type: none"> • Still \$500.00 available for this committee in the budget • Last year a major focus was Refresh. • Pledges will be collected on 11/26 and 12/03. • Approximately 50% of congregation turn in pledge cards. • Requests replacement for this role for 2024 • Joel was thanked for his service on this committee. • ELCA giving is an issue for some. <p>Gaps identified.</p> <ul style="list-style-type: none"> -Need statistics -Pledge card information not circled back to Stewardship committee. -Need a concrete goal of what hoping to raise -It is helpful for Congregational Council to quantify how much more is needed. -Need a statement of purpose. -Committee membership-need more people to improve effectiveness. -Financial gaps <p>Suggestions for improvement-</p> <ul style="list-style-type: none"> -More communication to encourage members to return cards. -Set a goal to increase the number of pledge cards (Ex. From number last year to number received this year) received back with widespread communication. -May be effective to list a specific number of people giving a specific amount to demonstrate the impact of giving. Example 8 people giving \$/wk. equates to \$ giving increases. -Helpful if there was reporting of out-of-pocket YTD for tracking of giving per member. <p>Becky Ruen-Sunday School (SS) Superintendent</p> <ol style="list-style-type: none"> 1. Current SS status <ul style="list-style-type: none"> -35 children registered and 3 rooms being used. By December 3, hope to be back in all the SS rooms. -She is teaching first grade since there are not enough teachers but feels it impacts her effectiveness as superintendent. -The children love cards written by the adults in the congregation, but adults are not participating. Louise Anderson has written many. -Parents tend to not want to commit and do not feel qualified which creates teacher shortages. Not one person signed up to be lesson leader. -No stipend for Sunday School or VBS. 2. Birthday cakes <ul style="list-style-type: none"> -States kids and adults seem to like it -Missed picture last month 	<p>▪</p>	
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	<p>-Reimbursement is needed for cakes-cost is \$65-\$90/cake at Cub.</p> <p>2. Easter and Pancake breakfast too much for CYF team. They are willing to keep the pancake breakfast, but another committee will need to pick up the Easter breakfast.</p> <p>3. Upcoming events-Secret Christmas store is coming, December 17 is the Christmas program by parents, 3rd grade Bibles will be in January vs. October this year, Gaga pit will be a spring project.</p> <p>4. Shout outs. Sara McGregor coordinates curriculum supplement Sparkhouse subscription \$199 which requires a lot of reading each week to edit what not needed, Jill Spores doing the Superintendent role, Carrie T with announcements and printed papers, Dr. Matt/Lori for music, Kim Robertson, Angie W, Jackie Dulac, Renae S, Ashley Q. Denayle and Eric Kline in the Nursery. (Becky to email the list to Lonna)</p> <p>Goals:</p> <ul style="list-style-type: none"> ▪ Energize the base! ▪ Grow the program. ▪ Enjoy the program. ▪ Encourage parents to be involved in Church. Parents tend to come to church only when kids are singing. 		
<ul style="list-style-type: none"> • Review Council Annual Calendar (November topics) 	<ul style="list-style-type: none"> • Staff Review Bill will schedule time with Pastor in early December. • Meet with Nominating Committee -Not done yet but Bruce Mohn and Christian Donovan met last Sunday, -Ann Schindeldecker coming back to the Membership Committee -Bill will speak to Bruce Mohn regarding open committees and needs. Would a staffing handout be indicated? -Bruce Mohn to join the December meeting regarding plan • First church budget forum -Two listening sessions planned in December. Discussion about the need for a handout in the bulletin or just make available. -Last January there was only one listening session and this year have meetings for those who are interested. There could be a lot of interest or none at all. -A rough draft will be out by the end of November for Council. -Process is budget rough draft will be developed by Bill, Greg, and Jane, first draft will be approved by the Council. The final draft will be completed after the listening sessions. 	<ul style="list-style-type: none"> • Bill Kanfield speak to Bruce Mohn regarding open committees and needs. 	

• **Treasurer Report**
(October report)

- Linda has moved into a desk in Carrie's office and reports this to be working well (Counters and the audit team are still in the library.)
- General Fund is low at approx. \$13,000 and once start paying other bills we may have \$1,000 left.
- Scholarships had been collected and moved out at the end of the month.
- There was a missed October invoice of \$5850 for Interserve. The invoice was sent per email from Communications to Pastor and the Treasurer but the Office Manager was missed on the email. Both were paid in November.
- Camp Onamia was straightened out with a \$3400 re-imbursement from a Foundation grant. Carrie T and Sharon worked on this.

As of today, the general fund is -\$7,000 (minus)

- Have last the two Sundays of November and the first of December to catch up.
- The usual offering is \$4,000-\$7,000 a week.
- Need total of \$11,526 over the next 3 weeks to correct.
- November expenses of \$9500 insurance, \$2000 Camp Onamia, \$1305 Food shelf, Benevolence catch up with \$6000 this month and \$4100 October.
- Have \$7000 for Ihemi scholarships as of the Sunday before this meeting.
- Checks are written but not sent.
- We have a reserve operating balance of \$40,000. Should we borrow from it?
- Potential \$3000 gift coming.
- Treasurer to let Office Manager know that IRS check should be coming for Employee Retention Credit (ERC).

Shortfall due to:

Less donations in October

November offerings fell short-will know more by the end of December.

Payroll for the 15th

Nov. 30 payroll will include work comp, IRS, Portico, and Interserve.

Paying all benevolences in the last quarter of the year instead of spaced through the year.

Motion made by Jane Ward and seconded by George Silverness to bring \$20,000 from reserve cash account to add to operating expenses through

the end of 2023. When the cash flow improves, return the amount to reserves.

Motion passed by unanimous voice vote.

Linda to hold December non designated benevolence until direction from Council to pay.

The treasurer is holding November checks which are not sent -\$1600 Northfield Retirement, \$3000 Lutheran Social Service, and \$1350 Northfield Food shelf.

Discussion

- Currently, \$1834 per month is paid to SPAS/ELCA which includes Planting hope payment
- \$1544 per month goes to SPAS/ELCA as 5% of budget for benevolence.
- As a church, we are to model 10% giving so another 5% in giving
- Some benevolences are budgeted, and some are specific offerings.
- Currently, benevolences are put into the general fund and paid from general fund.

Motion made by Warren Peterson and seconded by Tia Burnham to hold \$4350 of benevolence payments until next month and void the two checks written but send the check for Northfield Retirement until cash flow stabilizes. Re-assess next month.

Motion passed by majority voice vote with one nay.

<ul style="list-style-type: none"> • Old Business 	<ul style="list-style-type: none"> • Finalize benefit packages-Completed. • FRC Memorial policy <p><i>Motion made by Jane Ward and seconded by Greg Silus for Pastor (as comfortable) reach out to families regarding Memorial money designations.</i></p> <p>Motion passed by unanimous voice vote.</p> <ul style="list-style-type: none"> • Resolve our needs regarding Constitutional requirements for next year. 30-day notice will be needed at the next meeting. • Communications sessions planning-Budget sessions planned. • Review timelines before expanding CYF search to include lay leader/call process update. <p>We are not ready to expand yet but may need to consider at some point. Names to be received on Monday since a meeting on-site with Ralph from the Synod.</p> <ul style="list-style-type: none"> • Benevolences not paid. (Discussed in Treasurer report) • Inviting committee chairs to Council mtg to present updates/statement of purpose-Keep on for the next meeting. • Church Reopening dedication/celebration. Awaiting pews. Still intend for 12/3 celebration. After 12/3 will be harder due to the Christmas programs. 	<ul style="list-style-type: none"> • 	
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<ul style="list-style-type: none"> • New Business 	<ul style="list-style-type: none"> • Write thank-yous. Move to December and thank those on Becky's list. • Budget line item for those not wanting to contribute to ELCA. <p>Lonna Selkirk relayed a petition is being signed by approx. 20 members that will soon be forwarded to the CC president. These members wish to contribute to Christiania financially but not the ELCA/St Paul Area Synod. The Treasurer raised concerns about how this could be tracked but likely mentioned there could be a method to do this. Objectives of the petition include:</p> <ul style="list-style-type: none"> • A separate line-item budget for those who wish to contribute financially to Christiania but not the Evangelical Church of America (ELCA) including St. Paul Area Synod. • A policy and budgeting process that ensures financial giving by this group does not reach the ELCA/SPAS starting Jan. 2024. This is not to be offset due to others paying disproportionately more to meet the churches ELCA/SPAS offering commitments. Members in this group may still chose to support individual missions such as Tanzania by separate checks/gifts. 	<ul style="list-style-type: none"> • Jane Ward to bring thank you cards to next meeting. 	
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<ul style="list-style-type: none"> • Receive Reports 	<ul style="list-style-type: none"> • CYF • Financial Review Committee (FRC) <ul style="list-style-type: none"> • Audit team's monthly findings • Memorial policy • Refresh financial worksheet with Treasured Spaces budget and Variance. Cheryl Mohn reports receiving an additional gift of \$10,000 for Refresh. More dollars are to come in through the end of the year. • Memorial Fund policy (Attached) • Foundation • ISM Communications • ISM Staffing • Membership • Ministry Tia updated from the Ministry Board. <ul style="list-style-type: none"> • Need a Sunday School teacher for first grade. Jill S. is teaching 3, 4 and 5th grade. • Sara McGregor had 15 tubs of activities for Noah Arc. • Might be helpful to call teachers lesson leader to be less intimidating. • Thank you to the Foundation for the \$5.00 Dairy Queen gift cards that were well received by all. • A thank you was written to Highview for giving of their space for confirmation. • Like to put group photos in the display case. • Bake sale. This is the last year for pied/breads since there is more demand for cookies. • Next year's youth gathering is in New Orleans. They are looking to partner with other churches to attend. • Lori Clausen has the choir stoles ready for the kids. • Time/Talent has been mailed out. • 3 veteran names were excluded from the veteran list. The list will need to be an insert. • Missions • Pastor Report Unusually busy due to the season, annual meeting, work for worship, thanksgiving eve service, advent and confirmation. Recording weekly podcast with St. Johns with a link in the enews. 	<ul style="list-style-type: none"> • 	
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	<ul style="list-style-type: none"> Property & Cemetery (Attached) Treasurer (Attached) Constitutional Committee 		
<ul style="list-style-type: none"> Future Agenda Items 	<ul style="list-style-type: none"> Constitutional requirements for next year-30-day notice needed. Timeline before expanding CYF search to include a lay leader/call process update. Inviting committee chairs to Council mtg to present updates/statement of purpose. Benevolences not paid yet. Property details of how to spend dollars from Sale. (New business) Time and Talent sheet. Discuss who is getting volunteers and information on what teams need more. 	<ul style="list-style-type: none"> Bill to reach out to the Property Committee for particulars regarding their list. 	
<ul style="list-style-type: none"> Adjourn meeting 	<ul style="list-style-type: none"> 09:18pm by Bill Kanfield 	<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:	Tuesday, December 12, 2023 @ 6:00pm		
Next Devotion:	Pastor Jon		

