



CHRISTIANIA LUTHERAN CHURCH EXECUTIVE COUNCIL

**January 3rd, 2017
Minutes**

President – Andrew Wilkins	P	Vice-President - Bruce Mohn	P	Secretary – Greg Silus	P
Alan Ritchie (at large)	P	Treasurer – Rachel Fausch	P	Pastor	A
Kim Robertson (at large)	P	Scott Selkirk (at large)	P		
Christian Donovan (at large)	P	Lee Braun (at large)	P		

Call To Order: President Andrew Wilkins called the meeting to order at 6:00 pm. As there were enough Executive Council members present for a quorum.

1. Approved Agenda for: January 3rd, 2016

Motion made by Greg Silus and seconded by Alan Ritchie to approve the agenda as distributed at the meeting with the following additions: none
Motion passed by unanimous voice vote.

2. Approve Minutes from December 6th, 2016.

Motion made by Scott Selkirk and seconded by Bruce Mohn to approve minutes from December 6th, 2016 with the following corrections: none
Motion passed by unanimous voice vote.

3. Council Information and Reports

a. **Treasurer’s Report:** Verbal summary of the budget was discussed and the completed report for January will be approved at the February meeting

b. **Pastor’s Report:** See attached

Motion made by Lee Braun and seconded by Kim Robertson to receive the Pastor’s Report
Motion passed by unanimous voice vote.

c. **CYF Leader Report:** - No report

d. **Ministry Board Report and Ministry Team Reports:** see report below

Motion made by Christian Donovan and seconded by Bruce Mohn to receive the Ministries Board & Ministry Reports
Motion passed by unanimous voice vote.

e. **Property Committee Report:** see report below

Motion made by Christian Donovan and seconded by Bruce Mohn to receive the Property Committee report.

Motion passed by unanimous voice vote.

4. Action Items from

Ministry Board – none

Ministry Team – none

5. Old Business:

- a. Passwords inventory solution for Christiania Staff requested by Finance Committee
Roboform for Business – subscription opened by Greg
 - i. Emails sent to Linda, Rachel & Matt how to start the process
 - ii. Greg needs to work with these 3 to get toolbar setup on browser to capture URL, Login & Password data into Roboform
 - iii. <http://enterprise.roboform.com> ← go here for more explanation of the product
 - iv. Dashboard view at the bottom, showing CLC Staff registered into Roboform for Business under Christiania

- b. Budget – see attached for '10 % cut' proposal sent by the Treasurer on 12/17/16
 - i. Lower benevolence
 - ii. Over budget situation – go into savings
 - iii. Re-apply for line of credit at NM bank?
 - Kim Robertson can assist middle of January

- c. Annual Meeting
 - Speakers at Annual Meeting to use a microphone and announce their name prior to speaking so everyone can hear them
 - i. Ask Jeff Otto to be the Parliamentarian for the Annual Meeting
 - ii. Get GoToMeeting staged on laptop at mixing board
 - iii. Get a mic runner lined up

- d. During the November 1st 2016 Executive Council meeting in a closed session the following motion was made:
Motion made by Andrew Wilkins and seconded by Christian Donovan to present Pastor Dave with the request of his mutual resignation
Motion passed by majority voice vote.

6. New Business

- a. **PCI DSS** – Office Manager has completed the PCI DSS Compliance Validation on behalf of Christiania. It needs to be part of the minutes to acknowledge it is done. I have attached the Certificate of Validation.
Note: keeping our validation current will allow Christiania to not be charged a fee for renewal
Motion made by Greg Silus and seconded by Scott Selkirk to acknowledge the PCI DSS compliance and accepted by the Executive Council
Motion passed by unanimous voice vote.

b. Motion made by Christian Donovan and seconded by Lee Braun to accept Pastor Dave's 4 months' total severance package of \$34,127.44
Motion passed by unanimous voice vote.

c. To correct the previously documented motion regarding the compensation package of a higher rate for Interim Pastor Thurman, this motion was made:

Motion made by Bruce Mohn and seconded by Christian Donovan to approve the new compensation package for Interim Pastor Thurman not to exceed \$93,327, pro-rated to actual work time.

Motion passed by unanimous email vote on January 11th.

d. Kim Robertson to research Tax topic

7. Set Agenda for Next meeting February 11th:

Old Business:

- a. Two Treasurer reports to be reviewed and approved
- b. Three topics from Listening Sessions

New Business for Feb 11th:

- a. What day of the week to have Executive Council meetings?
 - Likely 2nd Tuesday @ 6pm likely
- b. First 30 days - plan for Interim Pastor

8. Adjournment:

Motion made by Kim Robertson and seconded by to Scott Selkirk to adjourn the meeting

Motion passed by unanimous voice vote. Meeting adjourned at 8:16 pm.

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

Respectfully Submitted,

Greg Silus Executive Council Secretary

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