

**WINDSOR HEIGHTS LUTHERAN CHURCH**  
**Congregation Council Meeting Minutes**  
**Tuesday, May 23, 2017**  
**Room 127**

**Present:** Jamie Charlton, Liv Charlton, Pastor Robin Coughenower, Duane Danielson, Jill Hyda, Phil McIlrath, Pastor Chris Olkiewicz, Ken Popken, Teresa Powers, Bob Prigge, Randy Ratekin, Paul Rogness, Ann Rowland, Linda Russell

**Absent:** Amanda Franklin, Liz Nelson, Marilyn Warling

**Visitors:** None

I. Call to Order – Prigge called the meeting to order at 6:32 PM.

***We Gather in God's Name***

Prigge shared devotions from the *Taste of Life* and Corinthians.

II. Approval of April 2017 Minutes

Rogness moved to approve the April 2017 minutes. Seconded by McIlrath. Motion carried.

III. Treasurer's Report

- Danielson presented the report. General funds are down from prior but in line with budget. The special offering to the Southeast Iowa Synod for ELCA Mission Support year-to-date is \$1,757.

Ratekin moved to approve the Treasurer's report. Seconded by Powers. Motion carried.

IV. Unfinished Business

- Synod Assembly Update
  - Popken and Russell provided a verbal report. The theme was "For God So Loved the World" and approaching the mission in that context. Specific break-out forums were attended. Several resolutions were passed in relation to immigration reform, refugee assistance and childhood hunger. Synod reorganization was also presented. Throughout the synod, \$48,000 was raised from the Pig with a Purpose efforts. A written report will be issued for the upcoming Window.
- Sustainable Staffing Task Force Update
  - A report was provided to Council. Information was received from the Finance Committee and Pastor Chris to the task force. Congregation members are encouraged to provide feedback to members of the task force.
- Revised Counting Procedure Update
  - Twenty-two counters are signed up. Written instructions are used and followed. Positive comments have been received on the revised process. Acknowledgement of memorial contributions are being sent to donors.

- Foundation Funds Requests
  - Requests were voted last month.

V. Consent Agenda

- Parish Education, Fellowship and Worship May committee minutes were presented.

Popken moved to approve the Parish Education, Fellowship and Worship May committee minutes. Seconded by Russell. Motion carried.

VI. Pastors' Reports & Teaching

- Pastor Robin reported on the upcoming 2018 Youth Gathering in late June-early July in Houston, Texas. The trip is about a 14 hour drive. Anticipated costs are \$1,200. An informational meeting is being planned. The WHLC group may coordinate with other congregations in the area for travel.
- The Council congratulated Charlton, L. on her graduation, and a card and gift was presented from the congregation.
- Pastor Chris updated on his travel and participation with the National Workshop on Christian Unity in Minneapolis. Its theme was "Reform, Repent and Reconcile". Catholic and Lutheran relations and unity were discussed. Pastor Chris then traveled to Namibia for the Lutheran World Federation Assembly. Participants took part in many engaging and challenging experiences. The theme was "Liberated by God's Grace". Subthemes were as follows: Salvation not for sale. Human beings not for sale. Creation not for sale. The next assembly will be in six years. Pastor Chris will be present and communicate to the congregation on his experiences and learning.

The teaching focused on John 14 and advocacy. This was also a focus at the Lutheran World Federation Assembly. How are each of us called to be an advocate or walk with others? As a congregation, who needs us to walk with them?

VII. New Business

- Office Manager
  - Alice Barrett has provided notice that she will be leaving for another position. The Office Manager job description was provided to Council. The staffing task force will be addressing this change as part of their proposed recommendation. Several people have expressed interest in the position.

Russell moved to authorize hiring a temporary office manager. Seconded by Rowland.

Discussion occurred that the staffing task force will review the Office Manager job description and see if there are areas to align needs of the congregation.

Motion carried.

Council met Executive Session to discuss personnel related matters.

Executive session was closed.

- All Committee Night Procedure
  - Council recommended that there will be no All Committee night in July. If committees need to meet, they are welcome. An announcement will be made at the June All Committee night.

VIII. Announcements, Correspondence & Assignments

- Executive Committee Meeting – June 13, 5:30 PM
- All-Committee Night – June 13, 6:30 PM; Russell, facilitator, devotions, refreshments
- Council Meeting – June 27, 6:30 PM
- June Council Meeting Devotions & Refreshments – Russell
- Council Retreat – July 8, 9 AM – 3 PM
- Council Updates to Congregation
  - Saturday 5:30 PM Service – Powers
  - Sunday 9:30 AM Service – Rowland

***We Close in Prayer & Send in Mission***

IX. Adjournment

Pastor Robin led us in a closing devotion from Psalm 68.

Meeting adjourned at 8:42 PM.

Respectfully submitted,  
Jill Hyda  
WHLC Council Secretary  
May 23, 2017