

**WINDSOR HEIGHTS LUTHERAN CHURCH**  
**Congregation Council Meeting Minutes**  
**Tuesday, June 27, 2017**  
**Room 127**

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

**Absent:** None

**Visitors:** Maren Steensen, Quent Boyken

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

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

Russell shared devotions from Matthew 10.

II. Approval of May 2017 Minutes

Rogness moved to approve the May 2017 minutes. Seconded by Ratekin. Motion carried.

III. Treasurer's Report

- Danielson presented the report. Two CD's were created at \$100,000 each.

Popken moved to approve the Treasurer's report. Seconded by Nelson. Motion carried.

IV. Unfinished Business

- Sustainable Staffing Task Force Report
  - Council thanked the task force for their work and report provided. The task force is comprised of 7 members: Marilyn Warling, Ken Popken, Phil McIlrath, Amanda Franklin, Maren Steensen, Quent Boyken, and Pastor Chris. The task force put forth two recommendations for consideration:
    - (1) Change Associate Pastor position from a full-time position to a 0.5 position
    - (2) Hire full-time non-rostered position focusing at least 50% on youth and family ministries and remaining duties related to communications and other duties as set out in the March 2016 Staffing Report.
  - Other actions were provided for consideration, including a plan on communication to the congregation regarding this report.
  - The task force report will be provided via email to the congregation directory as well as communication on availability of the report in the service bulletin announcements, E-weekly and the July Window. Printed copies will be available outside the church office and at each meeting. Comments can be provided to Council and/or task force members.
  - Four congregational meetings will be held on Tuesday, July 11<sup>th</sup> at 6:30 PM; Saturday, July 15<sup>th</sup> at 4 PM; Wednesday, July 19<sup>th</sup> at 2 PM; Sunday, July 23<sup>rd</sup> at 10:30 AM following worship. Council and/or task force members will be present at each session.

V. Consent Agenda

- Council recommended that Buildings & Grounds and Parish Education committees provide a formal recommendation to Council regarding painting in the Sunday School rooms.
- Warling also asked for an update from Buildings & Grounds on the two kitchen sink leaks. McIlrath stated that work is being coordinated on these items.
- Rogness asked for an update on the outside lighting.
- Fellowship and Worship June committee meeting minutes were presented.

Ratekin moved to approve the Fellowship and Worship June committee meeting minutes. Seconded by Powers. Motion carried.

VI. Pastors' Reports & Teaching

- Pastor Chris met with Pastor Uthe to review plans for the council retreat. Pastor Uthe will be the guest pastor on Saturday night and Sunday services the weekend of July 8<sup>th</sup>. Responses from the congregation survey will be discussed. Pastor Chris also met with Father Neal from St. Theresa Catholic Church on the possibility of bringing the two congregations together to celebrate the 500<sup>th</sup> anniversary of the Reformation.
- Pastor Robin brought up changing the access for the church safety deposit box. A letter from the Council President is needed. Both pastors and the Treasurer will be provided access. Pastor Robin received a copy of the final report from the Waukee APEX group, including responses to questions they had received from their initial presentation with Council.

The teaching focused on Psalm 89 and Responsive Prayers.

VII. New Business

- Temporary Office Manager
  - Heidi Hennig has started as the interim office manager position. She has been helpful and a quick learner. She is working in the office Tuesday – Thursday, and these hours have worked to date.
- Council Retreat
  - The retreat will be held at St. John the Apostle Catholic Church in Norwalk from 9 AM – 3 PM.
  - Focus will be around the mission statement.
- Committee Clean-Up
  - An idea was brought forward to make items no longer in use available for others. A clean-up time may be designated.
- Crosses
  - The crosses created by Dan Goss will be displayed in the Koinonia Room as decided with the Art Committee.

VIII. Announcements, Correspondence & Assignments

- Executive Committee Meeting – possibly July 11, 5:30 PM
- All-Committee Night – Not scheduled this month

- Council Meeting – July 25, 6:30 PM
- July Council Meeting Devotions & Refreshments – Charlton, J.
- Council Retreat – July 8, 9 AM – 3 PM, St. John the Apostle Catholic Church
- Council Updates to Congregation
  - Saturday 5:30 PM Service – Powers
  - Sunday 9:30 AM Service – Warling

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

IX. Adjournment

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

Rowland moved to adjourn. Nelson seconded. Motion carried.

Meeting adjourned at 8:30 PM.

Respectfully submitted,  
Jill Hyda  
WHLC Council Secretary  
June 26, 2017