

WINDSOR HEIGHTS LUTHERAN CHURCH
Congregation Council Meeting Minutes
Monday, November 28, 2022
Room 127

Present: Sharman Blake, Julie Borseth, Norm Carlson, Jessica Chance, Pastor Robin Coughenower, Sue Crum, Tony Dahlman, Tracey Hirst, Jill Hyda, Pam Lundell, Matt McNamara, Michael McNamara, Kevin Nicolet, Pastor Chris Olkiewicz, Halley Ryherd, Barb Waymire

Absent: None

We Gather in God's Name

I. Call to Order

- Dahlman called the meeting to order at 6:30 PM.
- Matt McNamara shared passages from Genesis 22, Psalms 95 and Philippians 4.

II. Approval of the Agenda

Lundell moved to approve the agenda. Seconded by Blake. Motion carried.

III. Secretary's Report

Nicolet moved to approve the October 2022 minutes. Seconded by McNamara. Motion carried.

IV. Treasurer's Report

- Waymire provided the report to Council. October was a good month. Year-to-date general offerings are above 2021. Expenses are in line with the budget for the month. The mortgage has been reduced by over \$215,000 the past 12 months through scheduled monthly payments from the Capital Appeal Fund, additional budgeted principal payments and two larger principal payments due to strong cash and financial positioning.

McNamara moved to approve the Treasurer's Report. Seconded by Borseth. Motion carried.

V. For the Good of the Order

- Blake asked Council to keep Marilyn Deavers and her daughter Laura in our prayers.
- Lundell shared that Winter Wonderland will be held December 21st with games and activities in similar spirit to Boo Bash.

VI. Pastors' Reports

- Pastor Chris shared experiences from his sabbatical, including a conclusion that the church is the only space where science and religion can be talked about together and they can be complementary to the other. He will look at observing Religion in Science weekend February 10-12.
- Pastor Robin provided her last Council report. An exit interview will occur, facilitated by synod. Memories were shared. Confirmation was November 20th with three confirmands.

VII. Old Business

- Snow Removal
 - Landscaping by Brett was contracted as the vendor. A review of the easements with the town center will be completed, as the financial split is outdated.
- Landscaping
 - McNamara reported the edging was completed. Rock will be laid next spring.
- Phone System
 - The elevator line is a landline. Continuing to wait for the installation to occur by the vendor.
- Reconciling Works
 - Pastor Chris will meet with the task force to review their interviews and findings.
- Nominations Committee
 - Ryherd reported that a committee meeting will be held on December 6.
- 2023 Calendar
 - Nicolet and Crum will provide ideas for service projects within WHLC and within the community after the new year. Ryherd mentioned the Easter Brunch. Spring and fall clean-ups were also mentioned. Blake reported she communicated with the Windsor Heights Police Department about security drills and will look to schedule a briefing in early 2023. Pastor Chris asked to look at focusing and renewing our understanding on the four essentialities: worship, prayer, scripture, service.

VIII. New Business

- Pastor Robin Departure
 - Celebration
 - Council congratulated Pastor Robin on her new opportunity and thanked her for all her service to WHLC. A celebration will be held December 11 after the 10:45 AM service with a potluck.
 - Future Staffing Plans
 - Pastor Chris advised not to rush a staffing decision. Pulpit supply and pastoral care need to be considered for 2023 and with the budget. Inviting voices from different organizations that are supported by WHLC can also occur. Council is asked to listen to the ideas and thoughts shared by the congregation.

- Budget
 - Scott Steensen, chair of the Finance Committee, has put together a preliminary proposed 2023 budget. Waymire shared additional mortgage payments have been paid from the budget in 2022 in addition to the principal payments from the capital appeal fund, so there is possible flexibility with this budget line. Maintenance, utilities, snow removal, landscaping areas are increasing. An expanded role for a Facilities Manager has been proposed where the person would understand each system in the church, who the vendors are and maintenance routines. Mortgage details will be discussed at the annual meeting and encourage continued giving towards the building fund. Waymire will provide more detailed information to Council and will be discussed at December's meeting.
- Personnel Committee Update
 - Ryherd shared the committee recommended increases for staff in 2023, which follows synod guidelines for clergy and/or increases based on national human resource surveys for non-clergy staff. The recommendations are included in the preliminary budget.
- Advent Activities
 - The Worship Committee recommended supporting the Urbandale Food Pantry this year with poinsettia donations.

Ryherd moved to approve donations towards Urbandale Food Pantry for poinsettias. Seconded by Crum. Motion carried.

- The Advent Service is on Sunday, December 4 with 80 tickets sold to date.

- Nursery Furniture
 - Blake shared the roof leak has caused issues in the nursery with moldy furniture and books. Items have been disposed, and mold remediation was completed. A new cabinet to store toys and supply baskets will be purchased and stored in a different section of the nursery, as the roof leak continues to be worked on.

IX. Announcements

- Annual Meeting – January 22, 2023. Committee reports need to be turned into Heidi.
- Council Meeting – December 19, 6:30 PM in-person.

We Close in Prayer & Send in Mission

X. Reflections & Closing Prayer

- Pastor Robin shared a question about what ministry of our congregation makes you smile. Council shared their comments.

XI. Adjournment

Lundell moved to adjourn the meeting. Seconded by Hirst. Motion carried.

Meeting adjourned at 8:25 PM.

Respectfully submitted,
Jill Hyda
WHLC Council Secretary
November 28, 2022