

**WINDSOR HEIGHTS LUTHERAN CHURCH**  
**Congregation Council Meeting Minutes**  
**Monday, December 19, 2022**  
**Room 127 & Google Meet**

**Present:** Sharman Blake, Julie Borseth, Norm Carlson, Jessica Chance, 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 6:32 PM.
  
- Dahlman shared an advent reading from Isaiah and asked Council to contemplate preparation for 2023.

II. Approval of the Agenda

Nicolet moved to approve the agenda. Seconded by Matt McNamara. Motion carried.

III. Secretary's Report

Chance moved to approve the November 2022 minutes. Seconded by Carlson. Motion carried.

IV. Treasurer's Report

- Waymire provided the report to Council. November expenses were lower than budget, but general offerings were down. There is currently a \$30,000 deficit with approximately \$15,000 due to a decline in general offerings received and \$15,000 for above-expected expenses. There are five Sundays in December for general offerings. The cash and financial positions remain strong.

Blake moved to approve the Treasurer's Report. Seconded by Ryherd. Motion carried.

V. For the Good of the Order

- Nicolet announced he is officially a grandpa!

VI. Pastor Report

- Pastor Chris reported his thanks to Pastor Robin for her 16 years of service at WHLC. He is reviewing the possibility of someone to assist with visits to homebound members and back-up for hospital and emergency hospital care. There are currently 15-16 members who are homebound. He held an Advent small group in a hybrid format being in-person and online. There were several active online participants. He

will be hosting a small bible study group after the first of the year as a hybrid format as well. Pastor Chris would also like to focus on the post-pandemic theme of renewal.

## VII. Old Business

- Snow Removal
  - McNamara and Ryherd reviewed the contract with the Town Center. There are no complications with the easements. McNamara is continuing conversations with the Town Center on splits of expenses.
- Reconciling Works
  - Pastor Chris met with the current task force to review their findings. The task force will provide a description of what being a Reconciling in Christ congregation means, which will be published in the *Window* and seek others to join the task force that are interested.
- Nominations Committee
  - Ryherd stated that the committee is seeking a president-elect. One council elect position has been accepted.
- 2023 Calendar
  - Nicolet added the synod meeting in May to the schedule where two members will participate. Pastor Chris asked about having a fellowship event to kick-off the fall season. The Advent service will be held as a congregational event in December. Some other ideas included coordinating an event with the entire Chin congregation and WHLC, participation in Windsor Heights parade and the service of remembrance and potluck with All Saints Sunday.
- Budget
  - Waymire provided the proposed 2023 budget to Council. General offerings budgeted is lower. Pledges for 2023 continue to be received. It is anticipated there will be increased interest income on the certificates of deposit. The capital appeal fund has 20 monthly principal payments available, and the congregation is asked to continue contributing to the fund. Additional mortgage payments on top of the monthly principal payments are budgeted. The budget is about \$13,000 less for 2023 compared to 2022. Informational meetings will be held with the congregation to review the budget.

Ryherd moved to approve the 2023 budget with minor adjustments discussed and recommend to the congregation at the Annual Meeting. Seconded by Hirst. Motion carried.

- Nursery Repairs
  - Proctor Mechanical and the roofing company will be meeting to review because the probable roof leak area is covered by an HVAC unit. The organizing cubes have been ordered and will arrive in the new year.

- Update on Future Staffing Plans
  - Pastor Chris recommended a holding pattern to see the needs of the congregation and whether WHLC is a one pastor or one pastor plus congregation.

VIII. New Business

- Annual Meeting
  - The meeting will be on January 22. Dahlman shared a proposed agenda. A potluck will be held before the meeting. Council will help organize the kitchen and set-up.
- Offering Envelopes
  - With more electronic offerings, more people do not use the envelopes. Reviewing envelopes left will be completed and if there are any ideas about use.
- Pastor Housing Allowance
  - Council met in Executive Session to discuss personnel related matters.
  - The Executive Session was closed.

IX. Announcements

- Annual Meeting – January 22, 2023. Reports need to be turned into Heidi by January 2.
- Council Meeting – January 23, 6:30 PM in-person.

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

X. Reflections & Closing Prayer

- Blake thanked Chance, Crum, and Lundell for their three years of Council service.
- Pastor Chris closed the group in prayer.

XI. Adjournment

Nicolet moved to adjourn the meeting. Seconded by Crum. Motion carried.

Meeting adjourned at 8:24 PM.

Respectfully submitted,  
 Jill Hyda  
 WHLC Council Secretary  
 December 19, 2022