

WINDSOR HEIGHTS LUTHERAN CHURCH
Congregation Council Meeting Minutes
Monday, January 23, 2023
Room 127 & Google Meet

Present: Sharman Blake, Norm Carlson, Tony Dahlman, Tracey Hirst, Jill Hyda, Matt McNamara, Bill Morris, Kevin Nicolet, Pastor Chris Olkiewicz, Maren Steensen, John Swanson, Barb Waymire

Absent: Julie Borseth

We Gather in God's Name

I. Call to Order

- Nicolet called the meeting to order at 6:31 PM.
- Nicolet shared a passage from 1 Corinthians 12:12 and led Council in prayer.

II. Approval of the Agenda

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

III. Secretary's Report

Hirst moved to approve the December 2022 minutes. Seconded by Carlson. Motion carried.

IV. Treasurer's Report

- Waymire provided the report to Council. December was a good month for general offering. The capital appeal fund had \$113,000 in contributions in 2022. There are currently funds available for approximately 24 principal payments.

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

V. For the Good of the Order

- Council thanked Dahlman for his leadership at the Annual Meeting.

VI. Pastor Report

- Pastor Chris shared background information with new Council members and will share the governing constitution and bylaws. Council liaisons will be assigned to committees, and the committee charter will be shared with the liaison. With the focus on renewal in the areas of worship, prayer, scripture and service, is it a new vision? On the second Sunday in February, a theme in worship will be on religion and science.

VII. Old Business

- Annual Meeting Review
 - The meeting was organized and handled well.
- Reconciling in Christ Congregation Research
 - Hirst provided an update on the initiative for new members. Hirst, Borseth and Pam Lundell will be reviewing the ReconcilingWorks resources and serving on the task force. Members interested in participating on the task force should contact Hirst.
- Synod Assembly Delegates
 - The synod assembly is May 15-16 and will be held virtually in the evening. WHLC will have two delegates as voting members. Let Nicolet know of any interest. There will be an in-person, large event of the synod in the summer.
- Roof Repairs
 - A meeting between the roof warranty and HVAC teams occurred. The warranty is for 30 years. They were not able to find a leak, and it has been dry recently. The recent caulking may have solved the issue.
- Snow Removal
 - Matt McNamara reported that Landscapes by Brett will be the new provider and clear all of the owned spots of the church as well as the two handicap spots in front of the law office. Costs for sand/salt and events have been negotiated for \$650 per snow event of less than six inches. Snow events of less than two inches are on WHLC to shovel. The Town Center will reimburse WHLC \$250 for each event due to the snow being moved to the west end of WHLC's property and our new provider clearing the two additional handicap spaces. Discussion has also occurred with the Town Center on the Easter Seals buses and keeping them clear of snow.

VIII. New Business

- Welcome
 - Nicolet welcomed the new council members and thanked them for their three year commitments.
- Appointments
 - Nicolet appointed Jill Hyda as Secretary and Barb Waymire as Treasurer.

Nicolet moved to approve Jill Hyda as Secretary. Council approved.

- Council Positions
 - Council members are to complete the survey by February 13 Nicolet provided by the Google Docs link.
- Visitation Pastor Position
 - Council met in Executive Session to discuss personnel related matters.

- A job description for visitation pastor was shared with Council. An employment offer was drafted for Pastor Karen Cluts with an annual salary of \$5,500 and mileage reimbursements.

Dahlman moved to approve the job description of visitation pastor. Seconded by Morris. Motion carried.

Hirst moved to approve the employment offer of \$5,500 annual salary to Pastor Karen Cluts. Seconded by Blake. Motion carried.

- The Executive Session was closed.
- Spring Service Day
 - Nicolet and Sue Crum previously reviewed possible service projects. Nicolet proposed to clean up the church inside and outside at the end of March before Holy Week.
- AED Unit
 - Blake asked about location and training with the unit. Pastor Chris recommended staff and ensemble directors be trained on the unit as well as communication with groups that use the facility. Communication will also be provided in the E-Weekly and the *Window*.
- Meeting Schedule
 - Council meetings will continue on the fourth Monday of the month.
- Lenten Special Offering
 - The special offering for Lent will support personal care kits for Lutheran World Relief.

Hirst moved to approve the Lenten Special Offering supporting personal care kits. Seconded by Swanson. Motion carried.

- Family Promise
 - Morris expressed interest in supporting Family Promise similar to the past. Morris will contact Family Promise to ask about the current needs of the program.
- Council Photos
 - Council members will be contacted for photos to replace within the board in the Narthex.

IX. Announcements

- Council Meeting – February 27, 6:30 PM in-person and online option.

We Close in Prayer & Send in Mission

- X. Reflections & Closing Prayer
- Pastor Chris shared scripture verses from Ezekiel and Matthew. He closed the group in prayer on Christian unity.

XI. Adjournment

Nicolet adjourned the Council meeting at 7:59 PM.

Respectfully submitted,
Jill Hyda
WHLC Council Secretary
January 23, 2023