

**WINDSOR HEIGHTS LUTHERAN CHURCH**  
**Congregation Council Meeting Minutes**  
**Tuesday, February 27, 2024**  
**Room 127 & Google Meet**

**Present:** Sharman Blake, Quent Boyken, Norm Carlson, Jill Hyda, Pam Lundell, Matt McNamara, Michael McNamara, Bill Morris, Kevin Nicolet, Pastor Chris Olkiewicz, Maren Steensen, John Swanson, Sally Watson, Donna Yeager  
**Absent:** Linda Anderson, Barb Waymire

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

I. Call to Order

- Swanson called the meeting to order at 6:31 PM.
- Nicolet shared a devotion and prayer.

II. Approval of the Agenda

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

III. Secretary's Report

Yeager moved to approve the January 2024 minutes. Seconded by Blake. Motion carried.

IV. Treasurer's Report

- Waymire provided the report to Council. General expenses were below budget. The second distribution from the Crabtree estate was received in January and will be used to reduce the mortgage balance in February.

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

V. For the Good of the Order

- Nicolet shared Linda Anderson (2 year) and Pam Lundell (3 year) will join Council as new members. Quent Boyken will serve as president-elect.

Blake moved to affirm Linda Anderson and Pam Lundell for council positions and Quent Boyken as president-elect. Seconded by Steensen. Motion carried.

VI. Pastor Report

- Pastor Chris shared about the synod's financial position. Gifts were received at the end of the year and ended in a profitable position. However, the synod is anticipating a decline in mission support for 2024 and 2025. Additional gifts are

always welcome. Gifts are typically split with half for the synod and half for the wider ELCA church.

## VII. Old Business

- Synod Meeting Representatives
  - Contact Swanson or Pastor Chris if interested in attending the synod meeting on May 17-18 in Coralville as a WHLC voting member.
- Sound System Update
  - The mixer is repairable to restore the full function of the system. The vendor recommended repair would likely be preferred to purchasing a new one.

Yeager moved to approve the CEC quote of \$2,318.71. Seconded by Morris. Motion carried. Council recommended to utilize funds budgeted under the operating building & grounds repair & maintenance line.

- Water Damage Update
  - An estimate from Paulsons was received to fix damage and provided to the adjustor to review. One check has been received from the insurance company for the claim. Proctor also recommended replacing the second, undamaged water heater as well.

Matt McNamara moved to approve Proctor's bid to replace both water heaters with one financed from the Property Maintenance Permanent Fund and one financed from the insurance claim funds. Seconded by Nicolet. Motion carried.

- Central Iowa Shelter & Services
  - CISS expects to serve about 400 people per meal in 2024 compared to 300 people in the past. Donations will continue to be collected for the CISS fund.

Nicolet moved to provide CISS \$800 per month for the rest of 2024. Seconded by Watson. Motion carried.

- Care & Nurture
  - Marilyn Penberthy and Jan Grannes are no longer leading this team and their efforts. Steensen volunteered to lead the ministry team. There is a budget for the ministry. Steensen will communicate to the congregation regarding efforts, including volunteering or donations.
- Reconciling in Christ
  - Council participated in a leadership survey, and the results showed taking a deliberate approach. A ministry team is needed to decide the next steps. Lundell reviewed past interviews conducted with local RIC congregations. St. John's Lutheran recently became a RIC congregation as well. Lundell will communicate with Hirst, Borseth, Waston and Steensen about forming a new ministry team.

VIII. New Business

- Spring Clean-Up
  - An outdoor clean-up may be arranged in the spring.
- Personnel Update
  - Jim Cacciatore, Alleluia Choir Director, resigned effective the end of the music calendar in May. Blake will coordinate a reception for Jim on Sunday, May 19<sup>th</sup>. Pastor Chris will meet with Jim to discuss the position, items to consider when hiring. A team will be gathered to assist with the hiring process.
- Ministry Team Model
  - Pastor Chris shared a document on ministry teams versus a committee structure. Bylaws likely will need updated and will be voted at the next Annual Meeting. A line of accountability to Council needs to be included.
- Sunday Morning Schedule
  - A past survey of the congregation showed support for moving to one Sunday service, so the congregation can collaborate further with adult education, faith formation, worship and fellowship. Worship committee also supports moving to an education, worship and fellowship schedule on Sunday. Council will discuss further at next month's meeting.
- Easter Breakfast
  - Breakfast is being planned on Easter Sunday. Volunteers to help in the kitchen and donations of food are welcomed.

IX. Announcements

- Council Meeting – March 26<sup>th</sup>, 6:30 PM in-person and online option.

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

X. Reflections & Closing Prayer

Pastor Chris closed the group with the evening prayer litany.

XI. Adjournment

The meeting was adjourned at 8:11 PM.

Minutes taken by Jill Hyda  
February 27, 2024