

**TLC Church Council Meeting**  
**Transfiguration Lutheran Church**  
December 12, 2017

**Attendees:**

**Council:** Carol Hill, Sandy Mullen, Jerry Olson, Dick Haugen, Laurel Riippa, Gary Lewis, Kim Smits

**Staff:** Pastor Ed Treat

Regrets: Pastor Arthur Murray, Jim Stooke, Beth Mercer

**Call to Order:** 6:25 p.m. with quorum

**Devotion:** Carol Hill

**Review and Approval of November 2017 Meeting Minutes:** Kim Smits

A motion was made by Gary Lewis to accept the October 2017 meeting minutes, seconded by Sandy Mullen. The motion was carried and approved.

**Review and Approval of November 2017 Financial Report:** Jerry Olson

- YTD expenditures have exceeded receipts by \$107,000
- November receipts are \$10,000 less than last year

A motion was made by Jerry Olson and seconded by Carol Hill to approve the use of the Thrivent line of credit to balance the operations budget at the end of December if needed. The motion was carried and approved.

A motion was made by Laurel Riippa to accept the October 2017 Financial Report which was seconded by Sandy Mullen. The motion was carried and approved.

**Pastor's Report:** Pastor Ed Treat

- Great day of planning at the Future Directions conference
- Two more funerals
- Thanksgiving Eve service and pie fellowship
- Two terrific interns, Evan and Laurel
- Diane Lehman taking over from Connie as funeral and wedding coordinator
- Go Fund Me for Marilyn Erickson for Holy Land trip; total of 10 people registered
- Still working on finalizing stewardship pledge count and total; good results so far
- Pastoral care is still very active
- Pastor Arthur is in Haiti, then will be traveling for his father's funeral
- Working with personnel committee and staff to update personnel files
- Working on Opioid addiction conference for September 2018
- Working with Jerry and Sue on next budget
- Working with staff on annual report

**Other Business:**

- Capital Campaign Budget

A motion was made by Carol Hill and seconded by Sandy Mullen to allocate capital funds according to recommended priorities. The motion was carried and approved.

- Personnel Committee is recommending additions to the employee manual.
  - Personal Days
  - Parental leave
  - Social Media
  - Acknowledge in writing that manual has been read
  - Need to add language that religious organizations do not have unemployment insurance
  - Commend the personnel committee for their hard work on job descriptions and the employee manual.

A motion was made by Laurel Riippa and seconded by Gary Lewis to update the employee manual. The motion was carried and approved.

- Thank you letter to those responding to the special appeal. Pastor Ed will draft letter for council members to sign at the next meeting.
- Council terms ending: Jim, Laurel, Sandy, Carol, Kim
  - Sandy, Kim and Jim are not up for reelection
  - Pastor Ed will contact nominating committee for three council seats to be filled

**Adjourned:** Motion to adjourn the meeting was made by Sandy Mullen and seconded by Laurel Riippa. The motion was carried and approved at 7:50 p.m.

**Next Meeting:** Tuesday, January 9, 2018

Dinner: Beth Mercer

Devotion: Gary Lewis