

TLC Church Council Meeting May 14, 2019
Transfiguration Lutheran Church

Attendees:

Council: Evan Collins, Carol Hill, Allison Lindman, Jerry Olson, Laurel Riippa, Zac Schnedler, Gretchen Schroeder, Sandy Stooke, Patti Weichselbaum

Staff: Pastor Ed Treat, Pastor Arthur Murray

Ex-Officio: Jeanine Brown

Guests: Marlene M, Tom M, Bohdan V (facetime), Beth W (facetime) from FRLC

Guests: Hildred Dungan, Norma Macdonald-Ockwig

Devotions: Zac Schnedler

Call to Order: The meeting was called to order by Evan Collins at 6:35 p.m.

Financial Development Team: Norma Macdonald-Ockwig presented a refresher of the proposal she had presented to council in January regarding potential income opportunities for TLC. (See New Business for action)

Approval of Agenda: Pastor Arthur requested addition of mission/outreach recommendations for allocation of miscellaneous benevolence funds. (See New Business). Motion by Patti Weichselbaum with second by Sandy Stooke to approve the agenda. Motion carried and approved

FRLC Presentation: Representatives of FRLC described the history, mission, purpose, and future vision of the FRLC. Pastor Ed shared his involvement beginning 19 years ago. The FRLC is financed by donations.

Review and approval of minutes: Carol Hill. Motion by Patti Weichselbaum with second by Gretchen Schroeder to approve the minutes. Motion carried and approved.

Review and approval of April Financial Report: Jerry Olson.

- General Fund receipts for April totaled \$67,657. Total disbursements totaled \$79,697. The YTD column shows an operating deficit so far for 2019 of \$28,077.
- Capital campaign receipts in April totaled 426,870. Expenditures totaled \$21,424. Pledges are being reviewed to gain better insight into fulfillment.

Motion by Zac Schnedler with second by Patti Weichselbaum to approve the financial report. Motion carried and approved.

Pastors' Reports:

Pastor Ed Treat:

- Concluded Lenten Evening Services
- Palm Sunday, Holy Week and Easter Services were great and well attended. Great flower garden
- Met with Addiction Awareness Team
- Changed days off, now off on Monday and in the office Fridays. Fridays are my addiction and faith workdays.
- Attended the 1st communion banquet
- Confirmation services were once again very well done and well received
- Attended the Synod Assembly
- Held an all day staff planning retreat to plan for the year.
- With the staff have developed a worship plan proposal for the council and congregation to consider
- Met with personnel team to review potential staffing scenarios
- Completed staff reviews
- With Pastor Arthur have created a staffing proposal and plan to address the most pressing needs.
- Interviewed a potential intern.
- Presided at two funerals and three graveside committal services.
- Held a closing event with 10 Stephen ministers at the conclusion of their 50 hours of training.
- Continue coaching sessions with Pastor Arthur.
- Strategic planning team continues to meet and carry out initiatives.
- Work on the Addiction and Faith Conference continues.
- There are currently three funerals under way at this time.

Pastor Arthur Murray

• **Co-Pastor Relationship**

A good start has been made in making some of the initial adjustments internally:

Met with Pastor Ed to discuss how our roles will continue to evolve

Met with Council President, Evan Collins, both separately and with Ed for ongoing evaluation and strategizing

Met with Michelle Reber, church administrator, and established a monthly meeting time with her and the business administrator (Sue Brickley) to review finances

Met with Pastor Ed and Deacon Renee Jefferson to discuss how our shift will impact her relationship with both of us and how it may impact her own future plans

Completed Annual Job Review with Ben Cherland, Youth and Family Minister

Met with Marilyn Erickson to discuss her plans and whether she has any financial needs

• **Financial Oversight**

Financial Development Team, which I lead, been meeting monthly again in April.

Financial Development Team approved a plan to reach out to major donors and explore creating a Legacy Group of some kind

Stewardship Team continues to meet monthly and has generated a Mission Moment (May 12, Chip Smith) and an Estate Planning Event (May 19—19 people registered)

• **Youth and Family**

Youth Team has been formed (Sandy Stooke—chair, Kirsten Boehne, Allison Sneller, Evan Collins, Ben Cherland, Dave Dickson, Patti Weichselbaum, myself)

We are creatively exploring how might our Wed. night programming be adjusted to best suit the needs of our current families and students. Ideas include:

— More time for dinner

— 6:30 pm worship with teaching being in worship

- 7-8 flexible time for small group, large group, service project, fellowship/hang-out time
- Multiple one-off events that students not in the program can participate in as available

Having our Youth Team join the ELCA Youth Network for resources and ideas
Confirmation Sunday, May 5, 8 confirmed

- Membership and Welcoming Diversity

Bob Hettlinger and Sandy Mullen continue to provide incredible leadership
Successful brunch event on May 5 to thank greeters and ushers, recruit new greeters and ushers and establish new “Welcomers” Team

Neighborhood Ambassadors program in the works

Welcome Brochure completed and in use

New Members Welcome Brunch scheduled for June 23. Fourteen families on the invitation list, including 8 families with young children.

Old Business:

- Comment Box (written update from Brian Harrell): work is still being done on the comment box, council will be handling it, launch date is July.

New Business:

- Review of proposed Policy Updates resulting from non-profit training workshop

The following documents were discussed:

Record Retention Policy

Whistleblower Policy

Conflict of Interest Policy

Following discussion of concerns with the proposed Record Retention Policy, Evan Collins moved to table this item to consult with the synod legal counsel on how to apply.

Seconded by Sandy Stooke. Motion carried and approved. Allison Lindman will also get more information regarding record keeping for non-profits and report back at next meeting.

Motion by Patti Weichselbaum with second by Gretchen Schroeder to approve the Whistleblower Policy.

All council members reviewed the Conflict of Interest Policy for council and staff of Transfiguration Lutheran Church and signed the form agreeing to comply with the policy.

- Review of Pastoral Review Template: Several types of reviews were proposed for consideration. There was general consensus to use the format from the ELCA: Annual pastoral evaluation process and form. The review of Pastor Ed will be conducted by the Executive Committee and a member of the Personnel Committee. Pastor Ed will conduct the review of Pastor Arthur. Next year both pastoral reviews will be conducted by the Executive Committee with representation from the Personnel Committee.
- Advertisement and rental space: Pastor Arthur moved with second by Patti Weichselbaum to accept the proposal from Financial Development Team on potential income opportunities.
- Recommendations of Mission/Benevolence Committee on expenditure of benevolence funds: Pastor Arthur.
The committee recommends the following expenditures:
\$500 as Wednesday night meal seed money which will cover students who can't pay for their own meals
\$250/year for 3 years to Global Health. This money will be matched by Global Health.
Motion by Patti Weichselbaum with second by Sandy Stooke to approve the recommendations. Motion carried and approved.

- Proposed Appeal for Part-Time Staff Funding: Pastor Arthur presented a TLC Staffing needs Prospectus for 2019. This would include the following:
 - Half-time Office Support \$7500 (6 months)
 - Half-time Pastoral Intern \$4000 (4 months)
 - Building Maintenance 5 hours per week \$2000
 - Total would be 13,500.
 Pastor Arthur proposes contacting a “select group of TLC’s most generous and committed supporters directly” for funding.
 Motion by Sandy Stooke with second by Patti Weichselbaum to approve pending funding.
 Motion carried and approved.
- Proposed Worship Schedule Change: A new worship schedule which would continue the summer worship schedule into and through the new program year with the exception of Easter Sunday was proposed by the TLC Staff. This would be instituted for a trial period of one year and re-evaluated in May of 2020. Following discussion, Evan Collins moved to table action until the June council meeting. Second by Sandy Stooke. Motion carried and approved.
- Synod Representative Costs: Pastor Jerry Wahl submitted a consultation fee of \$1849 and council was asked to determine which budget line to use to pay the fee. It was suggested that Sue Brickley be asked for a recommendation.
- Review of Financial information for the Co-Pastor Proposal. Pastors were excused from this portion of the meeting. Lengthy discussion followed.

Next Meeting Date: June 19, 2019. **Note change in date.** 6:00 p.m. dinner, 6:30 p.m. meeting.

Devotions: Evan Collins
 Meal: Allison Lindman

Adjournment: Motion to adjourn the meeting Patti Weichselbaum with second by Gretchen Schroeder. Motion carried and approved. Meeting adjourned at 9:45 p.m.