

Minutes Congregation Council

St. John's Lutheran Church, Northfield, MN
December 18, 2018

Present: Rob Quanbeck, Ruthie Neuger, Pr. Pam Fickenscher, Pr. Jonathan Davis, Terry Dell, Martha Erickson, Mark Gleason, Eric Holleque, Nancy Ordahl Knoch, Alyssa Ness, Jane Rinehart, Dan Van Tassel, Kristy Harms

Not Present: Jennifer Edwins

The meeting was called to order at 7:00 p.m. by Rob Quanbeck.

1. Opening Prayer - Offered by Alyssa Ness.

2. Future dates

a. Boards – **January 22, 2019** 7:00pm. Treats provided by at 6:45 pm.

February 12, 2019 7:00 pm. February Board meeting will be a soup supper, with orientation about serving and cleaning up Lenten soup suppers.

Reminder: Please call or e-mail your board members prior to the meeting and remind them.

b. Council – **January 8, 2019** 7:00pm; Board Chair, prayer

c. Council – February 26, 2019. 7:00 pm.

d. Annual Meeting – **Sunday, January 20**

e. Board Retreat – **Saturday February 2, 2019**

3. Pastors' Reports

Reports appear in their entirety in the Agenda for this meeting.

- Pr. Pam noted that St. John's is very fortunate to have such a wonderful music program and such remarkable music resources.
- Executive Council positions have been filled. Pr. Pam urged out-going chairs to reach out to incoming chairs for each Board.
- Grace Overflowing update – new legal clinic has opened. There has been little publicity, but 8 families have contacted the clinic for assistance.
- A mission trip to the US/Mexico border in summer 2019 may be planned via the Synod with the intent of bearing witness to what is occurring there.

4. Council Action Items and Updates

- a. 2019 Budget Priority update. All boards have submitted budget requests for 2019. A formal Budget Committee meeting will occur and recommendations will be submitted to the Council in January. Completion of 2018 income is required to finalize the 2019 budget. 2019 income is a guess at this time. Pr. Pam asked that the Council complete a brief online survey to determine priorities for 2019; the questions were distributed to the Council for review.
 - i. Jane Rinehart asked for clarification on the question that proposes budgeting more generously for maintenance projects in our building. This proposal is meant to address creation of an actual budget for maintenance that is not a capital investment. Our aging facility requires maintenance to support our ministries.

- ii. Alyssa Ness asked about providing closed captioning vs. interpreter services. Mark Gleason advised that the cost for a closed captioning subscription service is about \$500.
 - iii. Jenny Nystrom pointed out that the youth ministry training is for Our Whole Lives (OWL) program training to provide tools for healthy conversations about sexuality. This program fits with Foundation functions.
 - iv. Pr. Pam noted that there is one more item that needs consideration in the 2019 budget; St. John's has been a generous supporter of the Synod, but support has been flat for the past few years. Increasing support for the Synod should be considered at this time.
- b. Director of Youth Ministries update: Pr. Jonathan. Pr. Jonathan shared a copy of the most current draft of the job description for this position. The job description uses the new template being developed by the Personnel Committee. The group has been wrestling to develop results-oriented goals and measures. This current draft job description has been shared with people who work in the field to solicit feedback on the description. Feedback has been forthcoming, and has been positive. Jenny Nystrom thanked Pr. Jonathan for all of the work that he has put into this process.
- i. Dan Van Tassel asked where the job description would be posted or distributed. Pr. Jonathan noted that there are job pages that can be used to publish the job description
 - ii. Next steps:
 - Convene a hiring committee.
 - Initiate posting process sometime in January 2019

Rob and Ruthie thanked Pr. Jonathan and Jenny Nystrom for all of their work on this process. A Council motion to authorize commencement of the job search was solicited. Kristy Harms made the motion to authorize commencement of the job search. Mark Gleason seconded the motion. The motion passed unanimously.

- c. Shared Ministries staffing update. Mary Kelvie will be stepping away from the remote work that she has been doing in her role due to family obligations and her own job obligations. Mary's Shared Ministries role includes a lot of behind-the-scenes work. Angie Gehring may be interested in stepping into this role; she has a lot of experience and her interests and skills make her a possible candidate for this role. Update on this will be provided post-holidays.
- d. Hearing Loop Update – Mark Gleason. Mark was charged with obtaining confirmation for the bid for the Sanctuary that was reviewed at the November meeting. The bid remains the same as it was submitted. Both current sponsors of this project have confirmed that they will contribute previously identified funds for this project (\$4,000/per donor). Rob recommended formulation of a motion to authorize this project. Mark Gleason made the motion for authorization of \$12,500.00 for the installation of hearing loop in the Sanctuary. Jane Rinehart seconded the motion.
 - i. Jenny Nystrom asked where the additional \$7,500.00 for the installation would be acquired. Martha Erickson noted that there is no funding available for this project at this time. Pr. Pam advised that there are undesignated memorials in the amount of \$13,453.00 available. Neither Terry Dell nor Pr. Pam knew whether these funds have been ear-marked for membrane repair that has been identified. Pr. Pam asked whether a demonstration of the technology could be offered to the congregation as an Adult forum topic. Mark thought that this would be possible.
 - ii. Amended Motion: Preliminary approval of funding for the installation of hearing loop technology in the Sanctuary, pending identification of funding for the project

and education for the congregation. Terry Dell seconded the motion. Motion passed unanimously.

- e. Anniversary celebration update – Ruthie Neuger.
 - i. October capstone event has expanded from one day to a three day event, with the addition of a blood drive on Thursday. Friday evening event with John Ferguson playing organ to films. Saturday morning Trunk or Treat event for children and historic tours of the church. Cemetery tours may be included on Saturday, and a potluck meal at the church. Sunday will wrap up the weekend with a cake reception.
 - ii. July will feature an outdoor picnic with old time games.
 - iii. April/post-Easter. Jenny asked for more information about April. Ruthie advised that it will center on children and art.
 - iv. January – kick-off with St. Olaf choir event.
- f. Properties Update – Terry Dell.
 - i. Tim has increased the light behind the restored Good Shepherd window. Visibility from the street in the evening is much improved.
 - ii. Fellowship Hall update. The surface under the existing floor is poured cement, with wood set into the cement. There may be additional demolition needed. A 2 inch surface of cement is structurally required to assure durability of the new floor. Cost and functionality estimates for flooring will be provided. Work in Fellowship Hall will begin the week after VBS in June 2019.
 - iii. Painting – Sanctuary & Narthex. A larger vendor may be selected for this job to expedite the process. New estimates will be provided after the holidays to assure that painting in the Sanctuary & Narthex occurs in June/July.
 - iv. Compost contract is being re-worked to be mutually beneficial. St. John’s will incur some cost associated with the necessary cement slab and fencing for the compost dumpster. Work to minimize impact to the day care is underway.

5. Consent Agenda Items for Council

- a. Treasurer's Report, November 2018. Report reviewed.
Motion to accept the Treasurer’s report as submitted to the Council made by Ruthie Neuger. Nancy Ordahl Kmoch seconded the motion. Motion approved unanimously.
- b. Minutes from the November 27, 2018 meeting. No revisions recommended for the November Minutes.
Mark Gleason made the motion to accept the November Council Minutes as submitted to the Council. Ruthie Neuger seconded the motion. Motion approved unanimously.

6. A closing prayer was offered by Rob Quanbeck, and he led us in the Lord’s Prayer.

7. Meeting concluded.

Council member made a motion that we adjourn, Council member seconded it. Motion carried. Meeting adjourned at 8:24 p.m.

Respectfully submitted,

Kristy Harms