

# BSLC Council Meeting Minutes

18 AUGUST 2008

7:00PM

CONFERENCE ROOM

MEETING CHAIR	Greg Ogden		
COUNCIL MEMBERS PRESENT	Mary Anderson, Reggie Drout, Charles Durrenberger, Jack Foote, Terri Lappin, Greg Ogden, Pete Pederson, Intern Pastor Martha Neff Stum, Pastor Kate Schlechter		
COUNCIL MEMBERS ABSENT	Bill Boltz, Lyneen Elmore		
INVITED ATTENDEES	Rhonda Karrer		
VISITORS	None		
CALLED TO ORDER AT	7:06 PM	NOTE TAKER	Terri Lappin
DEVOTIONS	Greg Ogden	FAITH SHARING	Jack Foote
ADJOURNED	9:20PM	CLOSING PRAYER	Martha Neff Stum

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
A. Review financial projection report	Council	Next mtg
B. Review mortgage options	Charles	Next mtg
C. Advertising for Academy	Rhonda	ASAP
D. Schedule congregational meetings for constitution discussion	Terri	ASAP
E. Review proposed constitution	Council	Next mtg
F. Add Terri for safety deposit access	Terri, Pete	ASAP
G. Discuss Finance Team's support of Stewardship Team	Jack	ASAP
H. Determine possible Stewardship team members	Pastor Kate	Next mtg
I. Contact ministry team leaders about mtg to schedule BSLC events	Mary	ASAP

COMMITTEE WORK	COMMITTEE RESPONSIBLE	COUNCIL MEMBER
A. Review contracts (custodian, pest control, others?)	Property	Greg
B. Locate important documents (appraisal?)	Insurance Review	Reggie
C. Fix Floor in Pastor Kate's office	Property	Greg
D. Prioritize work for Personnel Team	Personnel	Jack

## 1. Approval of July 28, 2008 minutes

*Council*

1 mins

M/S/C: to accept minutes.

## 2. Finance Update

*Jack Foote*

26 mins

Report/Discussion: Adjustments to expenditures this year at the Academy and with the Property Committee are possible. Jack passed out copies of 2008 Income Projection prepared by Herb on the Finance Committee. According to this adjusted projection, we should end the year at ~\$15K below expected income. This is down from the original expense over income of \$25K. Most savings comes as elimination or reduction in some expenses. Council is to review and discuss next month. General

consensus was that we need to keep a positive view on the budget in light of the mission of the church and visible signs of increased participation by congregation and visitors.

Charles is looking for details on our mortgage, contracts for janitor and other contractual commitments.

### **3. Academy Update**

*Rhonda Karrer*

7 mins

Report: Registration is at 98 kids (down by 18 from expected). Salaries could be adjusted accordingly. However, Rhonda expects additional enrollments. Advertising is being discussed including purchase of a new banner.

### **4. Pastor's Monthly Report**

*Pastor Kate*

23 mins

Report: Hardcopy report submitted. July is a busy month with preparation for start of school session. Pastor Kate is meeting with some congregation families who are having concerns. She will be teaching confirmation and Wed Bible Study. Pastor Kate is working with several ministry teams to define roles and missions. Additional support from members in the congregation will assist in giving direction to ministry teams.

Pastor was also invited (and accepted) an invitation from the Bishop to attend a 3-day evangelism training in September. Intern Pastor Martha will cover in Pastor Kate's absence. Expenses paid by the Synod.

### **5. Intern Pastor's Report**

*Martha Stum*

11 mins

Report: Hardcopy report submitted. Home visitations; staff meetings; good relationship between PK and Martha; first sermon given; presided at 2 services; teaching confirmation and leading adult forum; PowerPoint development for retreat; intern project (hospitality team for visitors was discussed in detail – council feels this is a worthy project for BSLC); preparing to teach confirmation and lead adult forum.

### **6. Refugee Projects Update**

*Reggie Drout*

1 min

Report: The congregation has responded to the "Cactus of Care" items. The project continues to progress.

### **7. Insurance Review**

*Reggie Drout*

1 min

Report: Insurance review is still in progress. Some documentation was difficult to find. (Charles stated that locating documents has also been a problem in researching mortgage refinancing.)

### **8. Anniversary Celebration**

*Pastor Kate*

6 mins

Report: All plans are underway.

## **9. Constitution Update**

*Terri Lappin*

5 mins

Report: Proposed constitution was submitted to council. Congregation Meeting set on Nov 9th for constitution vote, budget, and election of council. Meetings with congregation will be scheduled to discuss proposed constitution.

## **10. Safety Deposit Box**

*Pete Pederson*

2 mins

Discussion: Only Pete is currently on file for accessing the safety deposit box. Terri, as Council Secretary, was designated to be the second person with Wells Fargo Bank. Terri and Pete to meet at the bank at some time in the near future.

## **11. Stewardship**

*Pastor Kate*

4 mins

Report: Sig Smitt is the only member of the team at this time. PK suggested that the Finance Team become involved with the Stewardship team. PK has other names in mind for this important team. Charles Newman, assistant to the Bishop, will lead a Stewardship workshop at BSLC on Sep 21st from 10am to 2 pm. Lunch will be included with a requested \$5 fee to cover the cost. Dorothy will send invitations on behalf of the Synod and the two ELCA conferences in Tucson. All are welcome to attend.

## **12. Ministry Team Updates**

*Council*

20 mins

Jack presented a report for the Personnel Team now consisting of Jack, Sig Smitt, and Norm Mims. The team is researching what needs to be looked at and prioritizing their work. Pastor Kate mentioned the need for a Staff Handbook, review of staff performance, job descriptions.

Greg reported for the Property Team. They are reviewing contracts for custodial work. Several improvement projects slated for this year have been put on hold due to budget concerns. The floor in Pastor Kate's office needs to be done (a result of mold problem noted last month).

Mary led a discussion about the Congregational Life Committee. Options were presented and discussed including renaming and restructuring the committee. Mary will contact several ministry team leaders to arrange a meeting to schedule events for the congregation.

## **13. Announcements**

*Council*

5 mins

Charles announced that they will be relocating to Texas and will need to resign soon. They will likely move at the end of October. This is a good move for the Durrenbergers as they will be closer to family. Charles is not yet resigning from his position on council.

The Nominating Committee needs to be formed ASAP so nominees can be determined before the November Congregational Meeting. Four council positions will need to be filled. Three terms are ending (Jack, Lyneen, and Bill) and one will be vacated by resignation (Charles). Jack Foote is willing to serve on the committee.

Martha is scheduled for surgery a week from Wednesday.

#### **14. Education**

*Pastor Kate*

16 min

Mission Academy concepts were described. As a congregation moves into a program style of organization, the council needs to move from a maintenance mode into a vision mode. The scheduling of events and committee work needs to take place at the ministry team level and the council should concentrate on establishing the visionary goals for the congregation over the next 5 years.

#### **15. Meeting Adjourned**