

Bethlehem Lutheran Church Council Minutes

Title	Council Meeting			President	Dave Hageman		
Purpose	Monthly Business			Secretary	Bob Ihrig		
Date	September 17, 2019		Time	7:00 p.m.	Location	Grounds for Joy	
Scheduled			Actual			Council Members & Guests	
Start	Stop	Total Hours	Start	Stop	Total Hours		
7:00 p.m.	9:00 p.m.	2	7:00 p.m.	8:53 p.m.	1 hr, 53 min		
Council Members				Present	Absent	Position	
1.	Dave Hageman			X		President	
2.	Wendy Keenan			X		President-Elect	
3.	James Arentson			X		Vice President	
4.	Bob Ihrig	2018-2021		X		Secretary	
5.	Diana Olson	2018-2021		X		Treasurer	
6.	Marie Slotemaker	2017-2020		X		Member at Large	
7.	Derek Brown	2018-2021		X		Member at Large	
8.	Emily Heinis	2019-2022		X		Member at Large	
9.	Pastor Jay Dahlvang			X		Lead Pastor	
10.	Pastor Collette Broady Grund			X		Associate Pastor	
TIME	TOPIC					PRESENTER	
7:00 p.m.	1. Devotions					James Arentson	
	2. Additions to & Approval of the Agenda Motion: Added: New Business: Congregational Services Coordinator Hiring Recommendation Motion by D. Olson; Second by D. Brown to approve amended agenda with flexibility. Approved.					Dave Hageman	
	3. Secretary's Report Motion: Motion by B. Ihrig; Second by E. Heinis to approve minutes of August 20, 2019 meeting. Approved.					Bob Ihrig	
	4. Financial Report A. <u>General Fund Balance:</u> -\$19,985 deficit (increase of \$453) B. <u>Member Envelope Giving:</u> 91% (\$40,000 below budget) C. <u>Mortgage Balance:</u> \$1,288,403 D. <u>Mission Investment Fund Account Balance:</u> \$132,292 (Funds used to make monthly mortgage payments) E. <u>Unrestricted Memorials:</u> Current balance of \$11,000+. Finance Committee recommends transfer of \$5,000 to Capital Improvement Fund for future, unbudgeted, unplanned projects. Motion: Motion by D. Olson; Second by Pr. Jay to approve transfer. Approved. F. <u>Estate Funds:</u> \$15,750 estate donation made to BLC. Finance Committee recommends holding funds for 90 days before decision made about distribution. Discussion held whether this is covered by current BLC policies. B. Ihrig will check into policies. Further discussion & action planned for October 15 Council meeting. G. <u>Fiscal Sponsorship Agreement:</u> Finance Committee recommends creation of agreement to serve as fiscal sponsor for AARP who will use BLC for tax preparation services in spring. This allows for AARP receipt of grants to cover expenses. Motion: Motion by D. Olson; Second by B. Ihrig to establish AARP fiscal sponsorship by BLC. Approved. W. Keenan will review draft of agreement before signature by AARP.					Diana Olson	

	<p>5. Lead Pastor's Report</p> <p>A. <u>Fall Programming</u>: All going well with fall activities. Groups meeting. Good BLC participation on Rally Sunday and first Wednesday evening.</p> <p>B. <u>Staffing Transition</u>: Thankful for input & dialog on creating new office position to meet BLC needs. Hopeful for finding capable applicants.</p> <p>C. <u>Fall Stewardship</u>: Fall stewardship campaign to launch October 1 with 3 targeted letters. Thrivent adult forum on stewardship planned. Thank-you brunch planned on 10/13. Legacy giving mailing resulted in another planned gift.</p> <p>D. <u>Bishop Installation</u>: Attended September 15 installation of new SE MN Synod bishop Regina Hassanally. She will preach at BLC on Feb 23.</p> <p>E. <u>52 Stories</u>: 52 BLC member faith stories ready to start on Sept 22. Three stories scheduled thus far.</p> <p>F. <u>Tanzania Travel</u>: Visas received & most arrangements made. Synod rep will meet on Oct 3 to prepare group. Waiting for word from Community & Global board for \$2,000 financial support. Trip will start Jan 16 for 2 weeks.</p> <p>G. <u>Pastoral Care</u>: Conducted 2 funerals, 2 weddings and made 17 home, care center & hospital visits since last report.</p>	Pastor Jay Dahlvang
	<p>6. Associate Pastor's Report</p> <p>A. <u>Part-Time Status Request</u>: Request to change pastoral call to 2/3 time to accommodate changes in personal life. Developing plan to prioritize tasks to be completed and how to cover shifted tasks.</p> <p>B. <u>Family Faith Formation</u>: FFF fall activities launched with success. Working effectively with Anna & Sarah to meet FFF needs with staffing changes. Focus on relationships building & rotational teaching. Looking forward to new office position to facilitate volunteer & communication coordination.</p> <p>C. <u>Connections Ministry</u>: Successful Connections Crawl fundraiser with much credit to Carrol Meyers-Dobler for leadership. Many BLC members attended. Goal to move to a year-round shelter in a permanent location. Will need to increase staff time to keep up with larger workload.</p> <p>D. <u>Pastoral Care</u>: Doing little pastoral care at this time due to personal life challenges & reduced work time.</p>	Pastor Collette Broady Grund
	<p>7. Old Business</p> <p>A. <u>Strategic Planning Update</u>: New 5-year plan will be developed in 2020. Steering committee will be formed.</p> <p>B. <u>Personnel Update</u></p> <ol style="list-style-type: none"> 1. <u>Lay Staff Performance Reviews Update</u>: Anna Wencil review completed in August with positive results. Several minor job description revisions proposed & approved by Personnel Committee. Approved by Council. 2. <u>Congregational Services Coordinator Position Update</u>: Two applicants interviewed on Sept 17. Weekly hours reduced to 30 to meet budget capability. Position description will be revised appropriately as duties are refined during first year. 3. <u>2020 Lay Staff Compensation Recommendations</u>: September 10 Personnel Committee proposal for 2020 budget reviewed. To be addressed by Budget Committee. <p>C. <u>Pastoral Performance Review Update</u>: Annual reviews of two pastors completed on September 5 by D. Hageman, W. Keenan & B. Ihrig with positive results.</p> <p>D. <u>2018-19 Financial Review Update</u>: Meeting date/time to be set up with E. Ruiz, F. Larsen & L. Janssen to complete BLC review.</p> <p>F. <u>Budget Committee Meeting for 2020 Budget</u>: To be scheduled in September/October to develop budget proposal for Council.</p>	<p>Pastor Jay</p> <p>Bob Ihrig</p> <p>Bob Ihrig</p> <p>Wendy Keenan</p> <p>Dave Hageman</p>

	G. <u>2019-20 Board/Committee Goals/Directory Update</u> : Still waiting for goals and directory information from Children's, Community & Global, Facilities, Finance & Youth groups. B. Ihrig will follow up to complete this information for BLC.	Bob Ihrig
	<p>8. New Business</p> <p>A. <u>2020 Budget Process Policy Revision</u>: Motion by Pr. Jay; Second by D. Olson to approve update of 2020 budget process policy. Approved.</p> <p>B. <u>Congregational Services Coordinator Hiring</u>: 2 candidates (Molly Butler & Emily Heinis) interviewed on September 17 by Pr. Jay, A. Wencil & B. Ihrig. Recommendation to hire Emily Heinis. Motion: Motion by B. Ihrig; Second by D. Brown to approve hiring recommendation. Approved. Emily accepted position. She will resign from Children's Board and Council to avoid conflicts of interest.</p> <p>C. <u>Recommendations for 2020 Pastoral Compensation</u>: Motion by B. Ihrig; Second by D. Brown to approve Pr. Collette request to reduce her pastoral time to 2/3-time to be effective with next pay period in September/October and with no change in current medical insurance coverage through 12/31/20. Approved. B. Ihrig will communicate this information to E. Ruiz for payroll. Motion: Motion by D. Brown; Second by E. Heinis to recommend 5% increase in 2020 pastoral salaries to Budget Committee to meet synod guidelines for pastoral compensation. Approved.</p>	<p>Dave Hageman</p> <p>Dave Hageman</p>
	<p>9. Next Council Meeting: October 15 , 2019 7:00 p.m.</p> <p>Devotions: Bob Ihrig</p>	
	<p>10. Adjournment</p> <p>Motion: Motion by W. Keenan; Second by D. Olson to adjourn. Approved.</p>	

Our Mission: Bethlehem is an inviting community that is growing in Christ, loving our neighbors and serving God's world.