

**First Lutheran Church
Congregation Council Meeting Minutes
November 17, 2020 - 6:30 p.m. via Zoom**

“Renewed by Christ in Word, water, bread and wine, we serve our community and the world”

Members Present: Pastor Bill Nelsen, Michelle Doose, Harry Hunt, Bill Kautt, Gordon Long, Shanon Nowell, Garrett Paul, Ryenne Pettis, Raina Roemhildt, Mary Spear, John Sylvester, Carolyn Trnka, Ken Westphal

Members Absent: Heidi Christenson, Cindy Nadeau, Mary Thompson

1. **Devotions:** Carolyn Trnka provided devotions.
2. **Call to Order:** Council President Bill Kautt called the meeting to order at 6:41 p.m.
3. **Approval of the Agenda:** The agenda was approved as revised--with a correction to the spelling of Altar Guild, and the addition of approval of piano repair as an item in new business. M/S/C
4. **Approval of the Minutes:** The minutes of the October 20, 2020, meeting were approved as distributed. M/SC
5. **Pastor’s Report:** Pastor Bill Nelsen provided an update on his activities of the past month, noting the preparation and recording of sermons and mid-week meditations, attendance at committee and staff meetings, reaching out by phone to congregation members, participation in youth and adult activities, and newsletter preparation.

Pastor Bill went on to discuss the Strategic Visioning Process document (attached) that was prepared by himself and Bill Kautt. He provided an overview of the process, and opened the floor for questions and discussion. A motion was made to endorse the Strategic Visioning Process document. M/S/C
6. **President’s Report:** Bill Kautt noted his recent work, including collaboration with Pastor Bill on the Strategic Visioning Process document, working to provide bank account access to Pastor Bill, attendance at a synod lay leaders meeting (where COVID was of primary concern), writing for the newsletter, involvement in confirmation, and preparation for the congregation meeting.
7. **Treasurer’s Report:** Harry referred his report until the budget discussion later in the meeting.
8. **Informational Reports:**
 - A. Health Advisory Team: Michelle Doose provided some background on her report to the council (which is also being shared in the Autumn newsletter). She went on to provide updates from recent Health Advisory Team meetings. While the consensus is that in-person worship is not possible at this time due to increasing COVID numbers,

conversations will continue regarding moving to in-person worship when it is safe to do so. Discussion followed regarding upcoming events.

- B. Nominating Committee: Mary Spear announced that the Nominating Committee has recruited all the Council nominees for next year; they are:
Three year term: Kim Bovee, Michelle Doose, Garrett Paul, Mary Spear, Nancy Timm
Two year term: Michelle Twait
One year term: Steve Erickson, Bethany Valentini
Raina Roemhildt and David Marlowe will serve as youth members.
Next week, the Nominating Committee will begin recruiting for other open positions. All nominations will be brought to the December congregation meeting.
- C. Bank Documents: Bill Kautt noted that the documents have been signed and will be complete this week
- D. Staffing Plans: Garrett Paul and John Sylvester provided an update on recent conversations regarding staffing. They have recommended keeping the Cantor position at full-time for next year, and offering the Youth Ministry Associate an extension into a second year.

9. Unfinished Business:

- A. Budget: Harry Hunt drew the group's attention to the proposed budget which was distributed, providing an overview. Questions and discussion followed. A motion was made to approve the tentative budget for presentation at the congregation meeting, subject to revision by the Finance Committee with oversight by the Executive Committee. M/S/C
- B. Boy Scout Charter: Pastor Bill provided some background on current legal issues with the Boy Scouts of America, as well as his recent conversations with our legal counsel and insurance company regarding any possible problems renewing the church's charter with the local Boy Scout Troop. In order to proceed, the congregation will need to identify a volunteer who is both a member of the Boy Scouts and member of the congregation. A motion was made to approve the charter for 2021, contingent upon identification of a congregation member who is also a member of the Boy Scouts to serve as a representative to the Boy Scouts Troop. M/S/C
- C. Building and Grounds Charter: A motion was made to defer to the next regular council meeting. M/S/C

10. New Business:

- A. Congregational Meeting: Bill Kautt noted that a written notice of the meeting must go out by November 25. He outlined the proposed agenda for the meeting, and provided an overview of some meeting logistics.
A motion was made to adopt the agenda as presented. M/S/C
- B. Audit Committee Member: Bill Kautt requested approval of Patsy Rossow for a three-year term to the Audit Committee. M/S/C
- C. Funds Management Committee Member: Harry Hunt requested approval of Jack Spear for a three-year term to the Funds Management Committee. M/S/C

- D. Worship and Arts Committee: Michelle Doose provided background on the repair of the piano, noting that funds are now available to pay for the repair. The committee would like to make the \$3,500 down payment to the individual they would like to repair the committee (the total cost will be \$10,000). M/S/C
- E. Other: None

11. **Committee Reports:** Bill Kautt provided an update on future changes to the process for committee reports.

- A. Altar Guild – Carolyn: Update on parament change over
- B. Building and Grounds – Bill: Parking lot striping is now complete, and was done at a very reasonable cost and thanks to everyone who helped with fall clean up
- C. Cemetery – Gordon: Update on fall cemetery clean up
- D. Fellowship – Carolyn: No report
- E. Finance – Harry and Ken: Favorable variance on revenue is going down, but is offset on the expense side
- F. Funds Management – Harry: Welcome to Jack Spear; \$15,000 to be distributed next year from endowed funds
- G. Green – Mary Thompson: No report
- H. Lifelong Learning – Cindy and Ryenne: Need to purchase new supplies
- I. Outreach/Inreach – Shanon and Heidi: No report
- J. Social Justice – Mary Spear: Working get congregation members to help provide meals to the Saint Peter Free Clinic volunteers; will partner with Outreach/Inreach and Lifelong Learning to revive First Forum
- K. Staff Support – John: Nothing to add to the submitted written report
- L. Stewardship – Garrett: The letter has gone out to individuals who have not yet pledged
- M. Worship and Arts – Michelle: Reminder to tune in for the Thanksgiving service, look for information on upcoming Advent/Christmas events

12. **Good of the Order:**

- A. Good Question, Observation, or Comment! None
- B. Devotions for December – Need a Volunteer: Garrett Paul will volunteer.

13. **Lord's Prayer:** Pastor Bill led the Council in the Lord's prayer.

14. **Adjourn:** The meeting was adjourned at 9:01 p.m.

*The next regular Congregation Council meeting is scheduled for
December 15, 2020, at 6:30 p.m. via Zoom.*

Respectfully submitted,
Shanon Nowell

Strategic Visioning to Prepare for the Next Pastor

How do we best bring the members of our congregation together to prepare for the work of the Call Committee and the selection, calling, and arrival of the next pastor for First Lutheran Church? President Bill Kautt and I submit the following process for consideration by the Church Council:

The Process:

1. Adoption of the overall process by the Church Council.
2. Development of a set of key questions to be addressed by a series of small groups. (See the list of suggested questions below.) The groups should be small enough for meaningful input from all participants.
3. Communication to the entire congregation of the process and its purpose, inviting people to sign up for group discussions at various times in the coming months. Sessions will usually be one hour, with a maximum of one hour and thirty minutes.
4. Participation by the interim pastor and at least one Council member in each group (with the Council member taking notes to provide a summary).
5. Congregation members who choose not to participate in a group session can submit their responses to the questions in writing.
6. Preparation of a preliminary report on the overall results to the Council and then to the congregation.
7. Providing an opportunity for everyone in the congregation to express additional ideas and feedback. (NOTE: This "strategic vision" statement need not be "final," leaving some room for input by the new incoming pastor.)
8. Issuing of a summary by the Church Council to the congregation, a summary to be used also by the Call Committee, along with an updated Ministry Site Profile.

Potential Key Questions for First Lutheran Members:

1. What are the greatest strengths of First Lutheran Church?
2. What are our core programs? What do we treasure most and would never give up?
3. What are the major needs of our congregation?
4. What are the major needs of our community that we can address as a congregation?
5. How can we improve both our internal communication and our communication to our wider community?