

**First Lutheran Church
Congregational Council Meeting Minutes
February 15, 2022 6:30 p.m., FLC Dining Room**

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

Members present: Pastor Chris Culuris, Michelle Doose, Steve Erickson, Bill Kautt, Dave Kennedy, Raina Roemhildt, Mary Spear, Jim Stenson, Randy Stuckey, John Sylvester, Nancy Timm, Michelle Twait

Members absent: Sarah Chambers, Garrett Paul, Callie Voeltz

1. Call to Order: Vice President, Michelle Doose at 6:32 p.m.

2. Devotions: Mary Spear

3. Approval of the agenda: M/S, motion to amend 11) a) Sexual harrassment reporting form to “Approving of sexual harrassment policy and reporting form”. Carried with amendment.

4. Approval of the 18 January 2022 minutes: M/S/C

5. Approval of the 5 February 2022 Council Retreat minutes: M/S/C

6. Pastor’s report: Pastor Chris Culuris summarized his pastoral duties in January

- Hospital Visits: 0
- Nursing Home/Assisted Living Visits: 6
- Home/Office/Other Visits: 17
- Funds Management Committee meeting: Jan. 4th
- Weekly Staff Meetings: held on Wednesday mornings, sometimes Tuesdays if needed
- Confirmation Classes with 9th Graders: started on Jan. 5th, meeting Wednesday nights
- First Forum: get to know me event on Jan. 9th
- Zoom Meeting with Pastors of the SW MN Synod: Jan. 11th
- Executive Committee meeting: Jan. 11th
- Stewardship Committee meeting: Jan. 13th
- Congregation and Community Ministry Committee meeting: Jan. 14th
- Finance Committee meeting: Jan. 18th
- MN Valley Conference meeting: Jan. 18th Scandian Grove L.C., Norseland
- Staff Support Committee meeting via Zoom: Jan. 19th
- Re-Commissioned Lay Members to bring Holy Communion: Jan. 23rd
- Lifelong Learning Committee meeting via Zoom: Jan. 23rd
- Health Advisory Team meeting via Zoom: Jan. 25th

7. President's Report: Garrett Paul

- Garrett was absent from the meeting but his report was submitted to the office coordinator and will be included in the church newsletter.
- Liaison to Green Committee: no one volunteered so Garrett was nominated to be the Council liaison to the Green Committee.
- There will be a council representative at the Forum on February 20th.

8. Treasurer's Report: Jim Stenson

- Shared information from Financial Analysis (through January, 2022) report that was sent out to all council members by bookkeeper, Karen Smithers
- The net amount of Income less expenses through January is \$2,023
- Building Fund balance as of February 8, 2022 is \$1,212,608
- John Sylvester would like to know where money included in building fund envelopes is directed. Jim will determine where this money is going.
- John Sylvester stated the employee handbook allows for accumulated days off up to 25 days a year and if someone resigns they are to be paid for these accumulated days. He would like to know if we have a fund for this. Jim will do some research and report back to the Council.

9. Committee action items

- Staff Support Committee Flex Time Proposal
 - As a result of some staff concerns regarding time off in addition to feedback from Pastor Bill and Pastor Chris, the Staff Support Committee is asking the Council to approve offering staff the use of "flex time" as follows:
 - Staff members may use up to 1.5 hours of flex time per day
 - Any flex time used must be made up the same day
 - Pastor Chris must give either verbal or electronic approval for the use of flex time
 - The use of flex time will be tracked on Google Calendar
 - Flex time may be used for any purpose
 - Motion to approve the above flex time proposal for a period of two years effective February 15, 2022 to evaluate effectiveness of proposal. M/S/C
- Promoting Kwik Trip and Family Fresh cards, Family Fresh receipts and Shop with Scrip cards
 - Nancy Timm will give a Temple Talk on February 13 about these programs.
- Women's Lock-in
 - On hold for now
- Sexual harrasment policy
 - John Sylvester said the committee is meeting soon and will have information for our February meeting

10. Unfinished business

- Approving of Sexual Harrassemnt Policy and Reporting Forum
 - Policy focuses on protection of the person who has been harassed while also protecting the church.
 - John Sylvester suggests policy be reviewed every 2-3 years.
 - Policy must be in a public area and easily accessible.

- Bill Kautt asked about council notification of a report. It was stated that all council members receive notification of a report and council will have to meet within 3 days of receiving the report.
- Motion to approve Sexual Harrassment Policy and Reporting Forum. M/S/C
- Safety and Security
 - Equipment
 - Michelle Twait will contact Tami Aune to determine what is used to secure technical equipment at Gustavus.
 - Building, Worship, Training
 - Michelle Doose has been trying to set up a meeting with St. Peter Police Chief, Matt Grohcow and St. Peter Public Schools officer Hughes to determine what we need to do to secure our building during worship and training for staff and members. They haven't responded but she will keep trying.
- Revenue enhancement
 - Would like to have members stationed in the gathering space on Sunday to sell Kwik Trip and Family Fresh cards. A sign-up sheet was passed around for council members to volunteer to sell the cards on Sunday morning.
 - Nancy Timm is working with Angela to implement the Shop with Scrip program at church. We need some clarity on how the program will work.
- Missionary support
 - Funds designated for missionary support will go to the new ELCA missionary in South Africa. Remaining funds from the old intern account this year will help support the Dontje-Lindell family.

11. New Business

- The following policies were distributed to members before the meeting and Council members were asked to provide feedback to John Sylvester regarding concerns and/or clarifications.
 - Funeral Policy
 - Wedding Policy
 - Inclement Weather Policy
 - Facilities Use Policy
- Proposed constitutional amendment regarding electronic participation in meetings
 - C10.08 This congregation may hold meetings by remote communication, including electronically and by telephone conference, as long as there is an opportunity for simultaneous aural communication. To the extent permitted by state law, notice of all meetings may be provided electronically.
 - This proposal was deferred to the March Council meeting.
- Bill Kautt introduced a proposed constitutional amendment to the Nominating Committee
 - C13.02 A Nominating Committee shall consist of six voting members of this congregation. Three members shall be elected at the January meeting of the congregation each year for a term of two years. If possible, at least one member elected, shall be an outgoing member of the Congregation Council. Members of the nominating committee are not eligible for consecutive reelection.
 - This proposal was deferred to the March Council meeting.
- Randy Stuckey suggested we ask for input on these amendments from members of the congregation through newsletter articles and bulletin announcements

11. Good of the Order

- John Sylvester commended Michelle Doose on her leadership as acting Council President for the February meeting.

12. Lord's Prayer

13. Adjourned at 8:40 p.m.

Next meeting will be on March 15 at 6:30 p.m., Michelle Doose has devotions