

MT. ZION LUTHERAN CHURCH COUNCIL MINUTES

December 6, 2016

Council members/staff: PRESENT: President Carl Meincke, Jim Johnson, Sonja Johnson, Olive Olson, Joan Christopher, Dennis O'Connell, Vice President Aaron Adams, Pastor Erin Nelson, Robin Arneson, Katie Jones, Jason Gigure, Laura Gerdts, Scott Jahns, Linda Yde and Jodi Becker. EXCUSED: Einar Hanson, Shelley Hallen. ABSENT: Cameron Jahns

Call To Order: President Carl Meincke called the meeting to order at 7:00 PM at Mt. Zion. Pastor Erin lead the council with prayer and shared the story of St. Nickolas which is celebrated this day.

Approval of Agenda: President Carl Meincke asked for an approval of the agenda as printed.

Jim Johnson/Aaron Adams
Moved/Second/Carried (M/S/C)

STAFF REPORTS

Council Secretary: Katie Jones

With much appreciated assistance from Judy Meincke, Katie Jones emailed the meeting minutes of November 8, 2016. Katie sent a reminder email of tonight's meeting.

Financial Secretary: Joan Christopher - Written report

Joan reported the following:

- Giving was under budget for the Month: \$2,557.08
- Giving is under Budget for the Year: \$8,108.65
- 87% of the 3 year goal of Time to Prosper of \$384,495 has been given.
- Mission Investment Fund Loan Balance is \$682,625.21 as of 12/01/2016
- \$26,352.07 has been received for the 2017 capital campaign.

Treasurer: Robin Arneson - Written report

Robin reported the following:

- Expenses were under budget for the month \$1,585.97
- Expenses are under budget year to date \$7,802.91
- Checkbook balance as of November 30 is \$1,454.29

Pastor: Pastor Erin Nelson - Emailed report(See page 10)

Pastor Erin asked if she would be able to roll over some unused sick and vacation days. President Carl stated that would be added to New Business.

Church Secretary: Anna Peterson

President Carl Meincke sent around the January calendar for updates. The deadline for the January newsletter is Friday, December 16 by noon.

Approve Staff Reports:

Jim Johnson/Dennis O'Connell

M/S/C

BOARD AND COMMITTEE REPORTS

Christian Education and Activity: Shelley Hallen and Jodi Becker - Emailed report(See page 11)

Jodi had several items to bring up:

- Amanda Stojan had requested a wire hanger in part of one room. Property suggested cork board would be better and will continue discussions with Amanda.

- Was the donor of the large crèche that is displayed in the Lower Level thanked and does anyone know who gifted it? Pastor replied the donors were thanked. It was given during the summer by the McCann family.

- Restocking of craft supplies is needed for 2017. Next year's budget was suggested unless something is needed immediately.

- Risers or stage for Chancel. Property said there are no huge pieces of plywood out in the storage shed. Think about for next year.

- Is there any remaining money in the budget to purchase 2 more sofas for the Lower Level? As Joan reported, giving is under \$8,108.65 so this will not happen.

- Jodi also reported that Amanda had been to a church event at another church and they purposefully always have an empty chair to represent a new member that has not joined yet.

Youth Deacon: Laura Gerdts and Cameron Jahns
Nothing to Report

Finance: Jim Johnson and Scott Jahns

- Jim reminded Council to attend the Congregational Budget Meeting on Sunday at 9:30am.

Property: Dennis O'Connell and Jason Gigure - Emailed report(See page 12)

Reminder that nothing is to be stored between the red tape in the storage and sprinkler rooms in the lower level. He and Jason took the really beat-up chairs to the outside shed.

Outreach and Social Media: Sonja Johnson and Olive Olson - Emailed report(See page 13)

Sonja reported the Giving Tree will have some replacement tags placed on it. Items due back December 18.

Music and Worship: Einar Hanson and Linda Yde - Emailed report(see pages 14-15)

Linda commented that several people went to first service on November 20, then brought up the decorations while second service was going on. Decorating then went fast as everything was now on the main level. Done by 12:30 with all the help! Linda commented the church is beautifully decorated!

WELCA:

Joan reported the Circles are having their Christmas meetings. The White Elephant Party for all the women of the church will be Thursday, December 15 at Bayport BBQ.

Approve Board and Committee Reports:

Dennis O'Connell/Olive Olson

M/S/C

OLD BUSINESS

None

NEW BUSINESS

Donated Stock:

Council Authorization to Sell Donated Stock; Assignment of individuals for stock sales; establishing an account and need 2 people according to Federal bank regulations. Joan Christopher and Robin Arneson will be the two Mt. Zion Members in charge of stock sales.

Motion: Olive Olson made a motion to appoint Joan Christopher and Robin Arneson to represent Mt. Zion on accounts concerning the sale of donated stock.

Second: Sonja Johnson seconds the motion.

Discussion followed:

-Linda Yde asked about the stock. Pastor replied every year this is done as some members donate stock to fulfill their pledge for the year. It is also sold right away.

Verbal vote requested by President Carl Meincke.

Motion Carried.

2017 Budget:

Copies of the Proposed Budget were handed out. Jim explained the Proposed Budget. Sonja stated if \$184,000 is pledged, why is the budget for \$187,647. Pastor stated the budget can be over by a percentage and still be within the Constitution guidelines. Jim also explained that \$10,000 was transferred from the Capital Campaign funds for 2016 which is not part of the proposed budget for 2017. Staff raises were made per Synod guidelines and some committee cuts were made as money was not spent/needed in 2016. President Carl asked for a motion to approve the budget as prepared and presented to the council members.

Motion: Dennis O'Connell made a motion to approve the 2017 budget as presented by the finance committee.

Second: Linda Yde seconds the motion.

No Additional Discussion

Verbal vote requested by President Carl Meincke.

Motion Carried.

2017 Capital Campaign Results:

President Carl went through the page that was printed. Original Goal was \$325,000. Pledges received as of December 4, 2016 come to \$374,000.

Carl presented the updated breakdown for the use of these campaign pledges:

- Mortgage payments for 3 years: \$205,000
- Campaign Consultant fee: (already paid) \$22,000
- Parking Lot Repair: \$10,000
 - Property Chair, Dennis O'Connell, stated he has not had a return phone call to his 4 messages left with Zappa's about the parking lot with no response. Another person did give him an estimate of \$5,000 which Dennis felt was a bit low for the repair. Recommendation was made to estimate repair at \$10,000. If repair is completed for less, any left over money would to be applied to the mortgage reduction.
- Chair Replacement: \$3,000:
 - Note: See New Business item "Chair Replacement"
- Synod Benevolence for 1 year: \$5,000
 - Note: After the first year, Mt. Zion plans to have it in the annual budget.
- NETworks for one year: \$6,000
 - Note: This amount would be for one year and would evaluate the NETworks programs in May of next year.
- Donations to Outreach Groups: 3 year total of \$15,000
- Operational Contingency Fund: 3 year total of \$20,000
 - Note: This will be a reserve funds set aside. The Finance Committee will be tasked to create procedures for how/when these funds would be used.
- Mortgage Reserve Fund: \$40,000
 - Note: Since the last Capital Campaign appears to be coming up short on pledged amounts due to death of members, members leaving, and other pledge commitments not being met, this would provide a reserve to allow us to continue to pay the mortgage if pledges are not received on the new campaign. Finance Committee will be tasked to create procedures for the use of these funds if the full pledge amount is received at the end of 2019.
- Additional Mortgage Reduction: \$48,000

Motion: Olive Olson made a motion to approve the 2017 Capital Campaign Budget as presented.

Second: Aaron Adams seconds the motion.

No Additional Discussion

Verbal vote requested by President Carl Meincke.

Motion Carried.

Chair Replacement:

Property Chair Dennis O'Connell presented to the council some chair options for the chair replacement as part of the capital campaign. Dennis handed out sheets of paper with 3 different styles of chairs on them. Cindy Saathoff recommend one of them as she had sat in it for 8 hours at a meeting in Eau Claire and said it was comfortable. Dennis presented to the council that these chairs are on sale till December 31 for \$22 each instead of \$40. Color options were Bone & Navy Blue. Dennis requested a motion by the council to approve the use of funds already received for the 2017 Capital Campaign to place an order to purchase 100 of the chairs recommended to take advantage of the year end sale.

Motion: Scott Jahns made a motion to allow the use of 2017 Capital Campaign funds to place an order for 100 Chairs plastic, Navy Blue chairs, with the vent design as presented by the property chair.

Second: Jim Johnson seconds the motion.

Discussion:

It was requested to Dennis to try and obtain a "trial" chair prior to receiving the full order, but order could still be placed if the company could not accommodate this request.

Verbal vote requested by President Carl Meincke.

Motion Carried.

Old/New Council Luncheon:

President Carl Meincke requested a discussion regarding setting a date of February 12 or 19 to hold a Old/New Council Luncheon followed by the February Council Meeting with the new council members. With discussion focusing on the Annual Meeting already planned for February 12 that would be a very long day to add a meal and another meeting. Consensus was February 19 for the noon luncheon with old and new councils. The February Church Council meeting will follow the luncheon.

Pastor Erin's unused Vacation/Sick Days:

Pastor Erin Presented to the board that she would like to rollover any unused sick days and vacation days. Pastor stated that she had a few more vacation days that she was using in December and hoped to not be sick during this busy season, and would carry the full remaining sick days. President Carl Meincke requested a motion to allow Pastor Erin to roll over these unused days.

Motion: Aaron Adams made a motion allow Pastor Erin to rollover any unused sick days and vacation days from 2016 into 2017.

Second: Olive Olson

No Further Discussion

Verbal vote requested by President Carl Meincke.

Motion Carried.

Folding Chairs in the Lower Levels:

During the property committee's clean up, they looked at some older folding chairs that were in storage in the lower level. Dennis would like to use these chairs in the lower level to conserve the nicer chairs to use for larger events. Pastor Erin provided a safety concern regarding caps that were missing on the legs of the chairs and those missing parts present a safety issue to those who use the chairs, specifically the youth. Dennis would like the opportunity to repair these issues and put these older chairs back into use in the lower level. Council members all agreed that if the safety concern with the chairs was fixed, that they chairs would be okay to use in the lower level.

COMMENTS FOR THE GOOD OF OUR COMMUNITY

Pastor Erin thanked the council members for their diligence on their part of the budget and to Robin, Joan, Jim, Scott, President Carl and Vice President Aaron for all their work on the final proposals of the budget and the Capital Campaign Budget.

Carl Meincke thanked Dennis for his work on the church's chair issue this year. Carl unofficially presented Dennis with a new title as the "Chair Tsar".

ADJOURN

Next Meeting is Tuesday, January 10, 2016 at 7pm.
Congregational Budget Meeting Sunday, December 11, 2016
Annual Meeting February 12 at 9:30 AM

Motion made to adjourn at 8:08 PM
Laura Gerdts/Jim Johnson
M/S/C

Closed with the Lord's Prayer.

Respectfully submitted,
Katie Jones
Council Secretary

PASTORS REPORT:

Pastor's Report- November 2016

Attendance

11/6/16: 142
11/13/16: 156
11/20/16: 142
11/27/16: 110

Membership Changes

Transfers In: 3 (Matt, Valerie and Eliana Lardinois)
Transfers Out: 0
Baptism: 0
Death: 0

Special Services and Pastoral Acts

11/8/16: CCH Service
11/13/16: Installation Service
11/23/16: Thanksgiving Comm.

Pastoral Meetings and Visitations

11/1/16: Personal Counseling
11/2/16: Personal Counseling
11/3/16: Personal Counseling
11/10/16: Nursing Home Visit
11/28/16: Nursing Home Visit

Meetings and Other

11/2/16: Wednesday Bible Study
11/2/16: HAMA Thanksgiving Plan
11/2/16: Community Dinner
11/2/16: Confirmation
11/3/16: Conference Annual Mtg.
11/6/16: Worship Mtg.
11/7/16: Exec Mtg.
11/7/16: Visitor Mtg.
11/7/16: Outreach Mtg.
11/7/16: Host HAMA
11/7/16: Finance Mtg.
11/7/16: Council Mtg.
11/8/16: Chili Cook Off
11/8/16: Confirmation
11/14/16: Bookclub
11/15/16: Candidacy Interviews
11/16/16: Wednesday Bible Study
11/16/16: Community Dinner
11/16/16: Confirmation
11/20/16: Church Decorating
11/21/16: Synod Council Mtg

11/30/16: Bible Study

Mileage

11/1/16: 2
11/2/16: 2
11/8/16: 2
11/10/16: 90
11/13/16: 8
11/28/16: 75

TOTAL: 177

Last Months' Vacation Days

1 days vacation in November
17 days total for 2016 (Out of 23)
2 Sunday Total for 2016 (Out of 4)

Last Month's Sick Days

0 Sick Days in November
8 Sick days total for 2016 (Out of 13)

Notes:

EDUCATION BOARD MINUTES:

Meeting Minutes November 20, 2016 at 11:30AM

Present: Shelley, Angie, Amanda, Jodi, Gail & Laura

Sunday School –

- Angie to discuss superintendant with Shana a little more
- Curriculum is all ordered and Christmas program is all set
- Prayer partners will be receiving cards now and be invited during valentine's day.

Kids' Club –

- 10-13 children are showing up each week
- Dave has been consistently helping as a second adult. No youth are currently helping.
- A few of the older children have asked if they can come back as helpers next year when they are in middle school.
- The Christmas party will be the last Wednesday before break.
- There was \$1,000 donated in 2017 for Kids Club; Amanda is working on getting a matching grant.

Other –

- No December meeting
- Laura, Amanda and Angie will jot a brief note of what they want in CE annual report for – Youth, Kids Club and Sunday School respectively.
- Shelley will talk to Pastor about VBS, Bible Study, Milestones, confirmation in annual report.
- There was a nativity scene left down by the book shelves. Just want to be sure we know where it came from and can thank the donor.'
- Muffin bunch continues to have about 6 kids.
- Game night needs more adults, but they are having fun.
- Can we work on getting risers and/or staging for front of church?
- Budget needs for 2017 – so far just restock craft supplies.
- Be sure Kids Club coordinator is in our budget for 2017
- VBS for 2017 should be checked soon. Hudson schools are starting quite early next fall.
- Do we have money left over in budget to get the last two couches?
- The new Networks leader seems to have more energy and ideas.

Next meeting is **January 15, 2017** at 11:30am.

Submitted by, Shelley Hallen

PROPERTY BOARD MINUTES:

Dennis O'Connell, Jason Gigure,

Parking lot - Dennis has left 2 messages with Zappa Bros to get a quote on the lot repair. Have not heard anything back. Will keep trying

Fire Inspection on November 17th. We had an inspection from the Fire inspector for the city on the 17th. We had 4 violations.

1) Fire extinguisher in kitchen needs to be mounted to the wall.

Solution: Harley has agreed to mount it for us.

2) Need to maintain clearance around fire protection equipment. This pertains to the room with the main water valve for the sprinklers. We had all the old chairs in there.

Solution: Jason and Dennis moved all the old chairs out to the storage shed. The room in the basement is now going to be labeled the property room. We have moved all supplies that property needs into that room.

3) Emergency exit lights. Not all the emergency lights were working.

Solution: Replaced two bulbs inside the signs, and Jason was going to purchase the bulbs for 4 of the emergency white lights.

4) Fire extinguisher by North Egress door in Narthax needs to be a bigger. It is a 1A 10 BC, needs to be a 2A 10 BC.

Solution: Dennis will call the Fire Extinguisher Equipment, LLC company, they are the ones that do our yearly inspections on our extinguishers, to see if they have the size required.

Dennis is also going to call the Fire Inspector to see why we need a bigger extinguisher.

The current extinguisher has been there for a number of years, what changed?

Folding chairs. While cleaning out the property room, we came across 18 of the old folding chairs. (I will have an example at meeting). My proposal to the board is that we take those 18 chairs, and put them in the common room in the basement. Then we take 18 of our good chairs, and have them on the chair rack, to use as needed. We feel that there is no need to use our good chairs for kids club, lets save the good chairs.

In the electrical room and in the property room, there are red lines on the floor. Nothing is allowed inside those red lines. If you are in either room and see something inside those lines, please move it.

Meeting done by 11:00.

Dennis O'Connell

OUTREACH & SOCIAL MINISTRY BOARD MINUTES:

November 7, 2016 6 - 6:30 FH Mt Zion

Pastor Erin, Karen McConville, Kathy Opland, Linda Letourneau, Olive Olson, Sharon Tepper, Sonja Johnson

Volunteer & Ministry updates

- SECOND MILE HAITI *letter from Jenn forwarded by Kathy Opland*
- HABITAT *note from Gary Baribeau, nothing new to report*
- FOOD SHELF *November is Mt Z month, kudos to Nicole for doing an excellent job running this ministry*
- FELLOWSHIP *note from Kathy Opland, discussion of what to do if coffee pot needs repair; anything over \$100 should be brought to the property committee but under \$100 just get it fixed and paid for from Outreach budget. We will look at purchasing bio-degradable cups for coffee so whoever is doing fellowship does not have to wait for all the cups to come back in and wash them before heading out, if needed.*
- GRACE PLACE *made by Mt Z youth 10/30, next date Jan 30, 2017. Will see if a Girl Scout troop is interested in preparing meal.*
- UNDIE SUNDAY *delivered to Grace Place 10/30*
- GIVING TREE *see below*

December/Christmas : GIVING TREE Sharon Tepper coordinating, Laurie Johnson will have tags made and ready for pick up on the tree November 27; gifts should be returned by December 18th. Items will go to men at Exodus House again this year, as they are a group that traditionally does not receive a lot of Christmas support.

Next Meeting: discussion between Sonja and Olive after meeting ended, next meeting will be January 9th at 6:30 at Mt Zion

MUSIC & WORSHIP BOARD MINUTES:

WORSHIP & MUSIC COMMITTEE MEETING NOVEMBER 6, 2016

Present: Einar Hanson, Chair, Linda Yde, Co-Chair, Pastor Nelson, Karen McConville, Craig Gustafson

Absent: Deb Tonsager, Mary Kay Mahler

Agenda topic	Discussion	Action Recommended	Person(s) Responsible	Projected Completion Date
Fall Schedule	<p>The fall schedule for worship was reviewed with the following noted:</p> <ul style="list-style-type: none"> On Capital Campaign Sunday, November 13, the speakers will be John Flavin (faith), Angie Adams (family) and Sophia Gigure and Noah Gerdtz (future). Time and Talent sheets will be distributed at church the next two Sundays, November 13 and 20. The November 20 service will be a thank offering Sunday. Decorating the church for Christmas will take place after the second service. <p>The Advent and Christmas schedules were reviewed.</p> <ul style="list-style-type: none"> This year's theme will be "Angels." The Holden service on December 7 will feature Craig Gustafson as the liturgist and Einar Hanson on bass. The December 14 Advent service will be a focus on people who are grieving and/or struggling to celebrate the Christmas season. This service is entitled Blue Christmas. An invitation has been extended to the Bethel Lutheran congregation as they do not offer this type of service during Advent. Christmas cookies, decorated by the Sunday School students, will be part of fellowship during some Sundays in December. December 11 is Santa Lucia Sunday. Participants for the part of Santa Lucia and the star girls/boys are being recruited. 	<p>None</p> <p>Sheets are prepared and ready.</p> <p>None</p> <p>None Craig Gustafson and Einar Hanson contacted for willingness to participate.</p> <p>Contact Bethel Lutheran clergy.</p> <p>Contact young people in congregation to ascertain level of interest in being Santa Lucia or star girls/boys.</p>	<p>Pastor Erin</p> <p>Pastor Erin</p> <p>Pastor Erin/ Angie Adams</p> <p>Karen McConville</p>	<p>Consented at November 6, 2016 meeting.</p> <p>Completed</p> <p>Discussion /plans have already taken place.</p> <p>December 10, 2016</p>

Worship & Music Committee Minutes
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Agenda topic	Discussion	Action Recommended	Person(s) Responsible	Projected Completion Date
	<p>Advent/Christmas schedule (continued)</p> <ul style="list-style-type: none"> December 18 the Sunday School program will be performed at the late service. December 24, 4:00 pm, will have children from the congregation dressing up as one of the Nativity members. December 25 will be hymn history and carol singing. December 25 and January 1 there will only be one church service which will be held at 9:00 am. <p>Upcoming services:</p> <ul style="list-style-type: none"> January 1 - congregation will be invited to wear their pajamas to worship (church-appropriate). January 7 - taking down Christmas decorations Epiphany will be eight weeks this year. There are three baptisms scheduled for January 8, and two other baptisms tentatively scheduled for January and February, 2017. Liturgy for Epiphany will be <i>Service of the Word</i>; liturgy for Transfiguration Sunday will be <i>Now the Feast</i>. <p>Next new member Sunday will be in May, 2017. We have five people, thus far, indicating an interest in joining Mt. Zion.</p>	<p>Costumes needed for service.</p> <p>Pastor Erin will coordinate.</p> <p>Approved by Worship & Music Committee</p>	Pastor Erin will spearhead.	December 23, 2016

Next Worship & Music Committee will be held in February, 2017.

Respectfully submitted,

Einar Hanson, Linda Yde

Einar Hanson/Linda Yde
Chair/Co-Chair