

## St Stephen Lutheran Church

### Church Council Meeting Minutes, December 12, 2022

(revised 1/8/22 – revisions provided by Marla Amborn)

Mira Stearns called the meeting to order at 7:00 p.m.

**Present:** Pastor Jim Woodruff, Mira Stearns, Ken Smith, Betsy Clark, Marla Amborn, Judee Bramscher, John Rohr

**Absent:** Patsy Olson

**Devotions:** There is always that worry about where the congregation will be financially at the end of the year. Council needs to pray about that. God will provide for everything we need for the coming year. May not be all that we want. Ephesians 3:20-21; 6:18. Commitment to trust that God will do whatever He needs to do. Spend time in prayer. We are a people of prayer. Philippians 4:6,7,13. We should be concerned with our year end issues but more important thing is for the council to pray about this and that things will come out well at the end of the year.

**Prayer Concerns:** Wayne (and Brenda) Steady. Bill Kneip. Mike Dignin. John Rohr's mom Blanche. Annette Johnson. Mira's friend Riley. Marla's sister Laura. John got a job at Cabela's in Woodbury. U of M engineering students travel to Tanzania.

**Approval of Minutes** – Minutes for November (with revisions) reviewed, no changes.

*A motion was made by Mira Stearns seconded by Ken Smith to approve the November Council minutes as revised. Voted on and carried unanimously.*

**Adjustments to the Agenda:** No adjustments.

**Treasurer's Report** – Pastor Jim for Patsy Olson

Brief report. Please refer to Treasurer's report for full numbers.

Balance sheet Total cash assets \$151,419.06. Endowment fund is now listed in the assets (\$25,500).

Benevolence fund Everything paid and up to date. Net income balance of \$463.34.

Capital Fund Net income \$77,246.48. Does reflect the payment for the sewer repairs and tree cut down.

Cash Reserve Fund \$38,395.79.

Current Fund Total income \$293,252.24. Total expense \$349,868.56. Net income (negative) \$-56,616.32. Mary Beth has estimated that our 2023 giving will be down and that the additional income needed may be as high as \$88,000 (which would not take into account any possible deficit that we may carry over into 2023).

Special Designated Funds Total income \$\$68,057.78. Lower than last month because of the Endowment Fund \$25,500 removed from the General Funding Account and now recorded in the Assets (balance sheet).

*A motion was made by Marla Amborn and seconded by John Rohr to approve the Treasurer's Report. Voted on and carried unanimously.*

### **Pastors' Reports – Pastor Jim Woodruff and Pastor Juli Thompson (October & November)**

For review were Pastor Jim's November report and Pastor Juli's October and November report. Pastor Jim report: Mid October-December busy times. See report of all activities. Next 2 weeks, Living Nativity this weekend, Christmas Eve services and Christmas Day service. Week after Christmas should be quiet. We resumed communion at the altar rail. Stratus Building Solutions – the two people initially assigned quit after about a week, didn't like all the mopping. Now Albert is Monday and Friday during the day. Tami walks with him when he is done to make sure all done properly.

### **Ministry Team reports**

Property – Tree removed. Ken has been getting names of handymen. Had another contact name today. Provided to Jim and he will give to Tami as she keeps a list.

Tanzania update – Ken Smith

Hoping to dedicate the new boys dormitory at Mkwema secondary school when Ken and U of M engineering students are in Lukani. Hopefully January 7.

*A motion was made by Betsy Clark and seconded by John Rohr to approve the Pastors' and Ministry Team Reports. Voted on and carried unanimously.*

### **New Business**

Year End Appeal – Pastor Jim

Deficit end of October was around \$60,000, first appeal letter brought in around \$4,000. Still long way to go. Will have deficit plus regular expenses in December. Sent out letter before Thanksgiving, sent out another recently, should have arrived now. Intend to see how that goes, then send out third letter. Anything Jim should add to letters? Marla thought both letters were well done. Next letter, stress that attendance is still about half of what it used to be before pandemic. Marla suggested we should try to specifically invite those who were active but now not coming; try a telephone campaign. Could also be talked about during Visionary retreat but that isn't until February. Reach out before Christmas? Those who have been active but are not coming.

Brainstorm list of people who make calls:

Ken Smith  
Karen Smith  
Mira Stearns  
Marla Amborn  
Ted Field  
Betsy Clark  
Pastor Jim  
Cindy Scott  
Melissa Whitman  
Lee Branwall  
Viki Bosin

Pastor Juli  
Paul Schultz  
Patsy Olson (Wednesday night people)

Pastor Jim will make a list of active people we haven't seen much of since March 2020.

Key points to talk about when making calls:

- Service times for Christmas
- We miss you, would love to see you at a worship service, especially a Christmas service
- If you feel comfortable, wear a mask
- How have you been? Have you been watching service on line?
- Anything you would like to share with your church family.
- Living nativity

Marla will start a script and Jim will work on it. Make calls by 12/20.

Preliminary 2023 Budget – Jim/Patsy

Have not had a chance to work on the budget. Need to do that. Focus January council meeting on budget.

Live Nativity Update – Pastor Jim

We are in good shape for signups for roles.

## **Old Business**

Contingency Planning – Ken Smith

If staff person is not available, who are people who would fill in. Need further followup on that. **Ken is writing up minutes of a meeting where this was discussed which we can use to draft a policy.**

Visionary Retreat Plan – Marla Amborn

Justin Grim has outlined a plan for the visionary retreat. Short devotional, where we were, where we are now, **and visioning where we're going. We'll be using demographic data and having** small group discussions. He also had a nice description on what the retreat would be like. Jim is working on invitation list. Date of retreat is Saturday, February 18, 2023, from 9:00 am to 3:00 pm.

Custodial replacement discussion – Pastor Jim (see Pastor Report for update)

Nominating Committee Update – Betsy Clark

Will ask Tami if she has been getting bios from the nominees for the annual report. Ted Field is willing to be VP-President but will ask Kathy Stickler as well to see if she is interested. Betsy will call her.

## **Review Meeting Highlights:**

1. Letter campaign for year-end appeal
2. January council meeting will be primarily budget meeting

3. Living Nativity this Saturday
4. Christmas worship schedule
5. Eager to have as many people come to worship as possible

*A motion was made by John Rohr, second by Judee Bramscher, to close the Council meeting. Voted on and carried unanimously.*

**Meeting adjourned at 8:10 pm**

**Closed with the Lord's Prayer**

Respectfully submitted,

Betsy Clark