



**CHRISTIANIA LUTHERAN CHURCH EXECUTIVE COUNCIL**

**Tuesday, March 13, 2018  
Meeting Minutes**

President – Denise Kanfield	P	VP – Bruce Mohn	P	Secretary – Maren Zaffke	P
Brian McGregor (at large)	P	Treasurer – Rachel Fausch	P	IP Rebecca Thurman	P
Kim Robertson (at large)	P	Greg Silus (at large)	P		
Lori Clausen (at large)	A	Derrick Hongerholdt (at large)	P		

**Call To Order:** President Denise Kanfield called the meeting to order at 6:03 PM. There were enough Executive Council members present for a quorum.

**1. Opening Prayer**

**2. Approved Agenda for: March 13, 2018**

**Motion made by Kim Robertson and seconded by Bruce Mohn to approve the agenda as distributed at the meeting with the following additions: Add Harold Martin’s Retirement Celebration.**

Motion passed by unanimous voice vote

**3. Approve Executive Council Meeting Minutes from February 13, 2018**

**Motion made by Greg Silus and seconded by Derrick Hongerholdt to approve minutes from February 13, 2018 with the following corrections: none**

Motion passed by unanimous voice vote

**4. Old Business:**

- a. Carrie needs a new copier. Cost options need to be discussed.
  - i. Carrie uses the copier for most of its purposes. Services need to be called on frequently because the machine jams or functions are not working properly. Should we buy used or lease? Bruce has done some research and learned a used one is roughly \$6,000. Estimates are needed for leasing the machine. Pastor Rebecca will be asking Carrie to research. Also, how much we can sell the machine for?
    - Replacing the copier. Options for used compared to Leasing. Kim will send Carrie vendors who do copier leasing. Also, what is the value of

our machine as well? What services do we have currently?

b. Constitution Discussion

- i. Constitution doesn't allow us to do the things we want to do. It is out of date. Bruce wants to put something in the newsletter. Bruce has selected the team. Bruce has spoken with synod and has a model constitution.

- Concerns currently with the model. What happens to property? Any confirmed member can hold a position on council?

c. Younger Children's program and time with Joe J.

- i. Sub-committees are possible with our constitution

- Notes from CYF meeting were provided to council.
- Considering reposting CYF position again due to update of possibility of not having a new pastor until September or later. Put the hiring of a new CYF Director being hired until November and December.
- Can sharing with other local churches be a possibility?

## 5. New Business

a. Replacement desktop Computer for SSS, current is Windows XP

- a. Lots of IT questions. Should we have an IT team? Scott and Greg?

- i. Wasted time with new financial system as we did not have proper training for our team.

**Motion made by Bruce Mohn and seconded by Brian McGregor to have Kim and Maren to research and purchase 2 new computers (PC or Laptops) and purchase additional office 365 subscriptions up to \$900 budget for all.**

Motion passed by unanimous voice vote

b. Payments and transfers for ELCA Youth Gathering

- a. How do we pay for airfare? Card? Check? Which account are we deducting the monies from?

- i. Denise is researching which account we can deduct the payments from. There is enough money in the Youth Fundraising checking account.

- b. CLC Youth Savings at ELCA Missions investments account needs new signers on the report. Rachel has a form. Denise will fill out the form and send back to ELCA.

**Motion made by Greg Silus and seconded by Bruce Mohn for an amount up to \$10,000 from Youth Savings Account to be transferred to Youth Checking Account. Exact amount to be determined by Kim Robertson via email to the Treasurer.**

Motion passed by unanimous voice vote

c. Harold Martin's Retirement Celebration

- a. April 15<sup>th</sup> (Also, his birthday), in between services, cake will be provided by congregational life.

- b. Congregational Life will provide a card box ahead of time.
- c. Retirement gift will be provided.

**Motion made by Kim Robertson and seconded by Derrick Hongerholt to purchase a \$500 eBay gift card.**

Motion passed by unanimous voice vote

## 6. Council Information and Reports

### a. Receive Treasurer's Report

- Feb and March Reports will be sent for April meetings. Treasurer is still working on new accounting software and at this time is out of balance.
- Next month EC will approve both February and March reports.

### b. Receive Pastor's Report – see attached

**Motion made by Greg Silus and seconded by Derrick Hongerholt to approve the Pastors Report**

Motion passed by unanimous voice vote

- Pastor is taking a 4-week vacation

**Motion made by Kim Robertson and seconded by Greg Silus to pay Kisten Thompson \$1000/week from April 15<sup>th</sup> to May 16th as a Bridge Pastor.**

Motion passed by unanimous voice vote

**Motion made by Kim Robertson and seconded by Greg Silus to approve \$25,500 for housing for Rebecca.**

Motion passed by unanimous voice vote

**Motion made by Derrick Hongerholt and seconded by Greg Silus to give Bob Fredrickson a \$75 gas gift card for plowing to be taken out of Lawn Care expense.**

Motion passed by unanimous voice vote

### c. Receive CYF Leader's Report

### d. Receive Property Committee Report – see attached

**Motion made by Bruce Mohn and seconded by Greg Silus to approve Jeanne Nash-Hoffman to be appointed to the Property Committee.**

### e. Receive Ministry Board Report

### f. Receive Financial Review Committee

- i. Audit has not been completed in over 6 or 7 years. Financial Review Committee needs to be discuss this topic at their next meeting.

### g. Audit Report

### h. Receive Stewardship

**7. Set Agenda for Next Meeting – April 10, 2018 @ 6pm**

- a. Copier Update
- b. Computer Update/Office 365
- c. Card for Harold Martin

**8. Adjournment:**

**Motion made by Kim Robertson and seconded by to Bruce Mohn to adjourn the meeting**

Meeting adjourned at 8:58 pm.

Motion passed by unanimous voice vote

**9. Meeting closed in joining in the Lord's Prayer**

Respectfully Submitted,

Maren Zaffke, Executive Council Secretary

*Christiana... We start with Christ - In our caring; in our serving; In our growing.*