



**CHRISTIANIA LUTHERAN CHURCH EXECUTIVE COUNCIL  
February 21, 2015  
Minutes**

President – Joe Jorgensen	P	Vice-President - Andrew Wilkins	P	Secretary – Linda Bauer	P
Paula Anderson	A	Sharon Buckley	P	Christian Donovan	P
Lucky Rimpila	P	Alan Ritchie	P		
Pastor David Mesaros	P	Treasurer – Rachel Fausch	P		

- A. Call To Order:** President Joe Jorgenson called the meeting to order at 11:20 AM
- B. Devotions:** Devotions were done as part of the Orientation earlier in the day.
- C. Approved Agenda for February 21, 2015.** Motion made by Sharon Buckley and seconded by Alan Ritchie to receive agenda as distributed at the meeting. Motion passed by voice vote.
- D. Approve Minutes from January 13, 2015 and February 10, 2015.** Motion made by Sharon Buckley and seconded by Lucky Rimpila to approve minutes from January 13, 2015 Meeting. Motion passed by voice vote. Motion made by Alan Ritchie and seconded by Christian Donovan to approve minutes from February 10, 2015 Meeting. Motion passed by voice vote.
- E. Council Information and Reports**
  - 1. Treasurer’s Report:**  
Rachel Fausch presented the Treasurer’s report for January for review. General Fund balance from the report was \$73,363.70 with an additional \$18,344.75 in the Capital Fund. The Checking Account balance was \$102,257.74 and the Savings Balance of \$155,988.15.  
**Motion made by Lucky Rimpila and seconded by Andy Wilkins to receive the Treasurer's report as presented.** Motion passed by voice vote.

## 2. **Pastor's Report:**

Pastor Dave thanked the Executive Council for their service during this transition. We had a good orientation. Pastor Dave thanked the members that had worked so hard on the Constitution.

The Opportunity Sheets are being used to help cover all the things that can't be covered with the Time and Talent Sheets. This information will be communicated to the Ministry Teams.

Pastor Dave and Steven (CYF Leader) are planning a millennial event to better capture involvement for the 18 to 30 year olds. Christian Donovan suggested a tie in with Urban Ventures and the millennials.

**Motion made by Alan Ritchie and seconded by Sharon Buckley to accept the Pastor's report as presented.** Motion passed by voice vote.

3. **Ministry Board Report:** No report as the Ministry Board had not met.

## F. **Old Business**

1. Report from Interview Committee for Office Manager Position – Alan Ritchie gave report. Alan has submitted the job description to ELCA - SPAS and NACBANCC Three resumes have been received – Linda B., Deb G., and Matt. An initial interview is set for Thursday, February 26 at 5pm with Linda B. A second interview is being set up for Thursday, February at 6pm with Deb G.(she has not responded to contact at this time). Matt will not be offered an interview due to being overqualified. Interview Committee will contact Matt to let him know. Alan Ritchie will email a list of questions to the 'Interview Committee early next.

## G. **New Business**

1. Assign Foundation Rep:  
The foundation meets 4 times per year plus any additional meetings to review grant request. The President of the Executive Council, Joe Jorgensen is automatically a representative but EC need to assign a second Foundation Representative. For continuity Andy Wilkins agreed to represent the Executive Council on the Foundation Board. **Motion by Sharon Buckley and seconded by Lucky Rimpila to elect Andy Wilkins at the Executive Council representative on the Foundation Board.** Motion passed by voice vote.
2. Housing Allowance:  
To meet IRS regulations, Pastor Dave must officially declare and it must be document meeting the amount he is claiming for housing allowance. Pastor Dave declared \$25,500 housing allowance to be consistent with the 2015 budget. **Motion by Andy Wilkins and seconded by Sharon Buckley. Motion passed by voice vote.**

3. Reporting from ad hoc committees, audit once a year, property – monthly:
  - Property Committee: Report monthly. Discussion on projects to be done. The Property Committee still has projects and they have been directed to come back when they need more money approved. Discussion on possible project of chairs in the chapel. Property is working on this and will get back to Executive Council when ready.
  - Audit Committee: Report minimum once per year – before Annual Meeting.
  - Nominating Committee: Report minimum once per year – before Annual Meeting.
  - Financial Committee: Report minimum once per year – before Annual Meeting.
  
4. Communication Plan:
 

As expressed during Orientation, it is very important that communication lines keep open during this transition time. Pastor Dave asked that each member of the Executive Council informally connect with the Ministry Board and the Property Commission. Also, each member of the Executive Council be assigned to a Ministry Team to check how they are doing. The assignments are as follows: Worship – Alan Ritchie; Stewardship – Lucky Rimpila; Missions – Sharon Buckley; Membership – Christian Donovan; Youth – Andy Wilkins; Joe Jorgensen – Property; Congregational Life – Linda Bauer; and Education – Paula Anderson.
  
5. Personnel Handbook:
 

Sharon Buckley and Lucky Rimpila have received 3 sample handbooks from 3 different churches. They will be reporting each month on their progress with a timeline of completion by the end of the year.

#### **H. Set Meeting Schedule for 2015**

After checking calendars the Executive Council scheduled next meeting for Tuesday, March 10 at 6pm (NOTE TIME CHANGE).  
 Future meetings will be set for the **FIRST TUESDAY** of the month at **6pm**.  
 Linda Bauer will communicate these dates to Karen Frame.

#### **I. Set Agenda for Next Meeting**

The agenda for the next meeting will be set at the end of the next meeting. Any items will be added at least 1 week before the meeting. The agenda will be received then approved at the start of each meeting.

The following items set for March 10, 2015 Agenda:

Reports: Communications from Ministry Board and Ministry Team

New Business:

1. Outside firm to do audit every 7 years – Under New Constitution C13.04.01
2. Form Personnel Committee
3. Establish standard operating procedure and facilitator for electronic voting at Annual Meeting.
4. Karen Frame's Retirement celebration and gift.

Old Business: Office Manger Job

**J. Information**

1. Installation of leadership Sunday, February 22 at both services. Leaders need only attend one of them.

**K. Adjournment: Motion by Sharon Buckley and Seconded by Lucky Rimpila to adjourn.** Motion passed by voice vote. Meeting adjourned at 12:25 pm

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

Respectfully Submitted,

Linda Bauer  
Executive Council Secretary

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

**Pastor Dave's Report February 2015**

<p><b>Meetings</b></p> <p>Council (m)          Staff Meeting (w)          Worship (m)          Stewardship (m)          Steven Olan          Big Story Bible Study          Mission Sunday          Annual Meeting          Linda B          Foundation          Dan Gauer          Office Manager Task Force          Brian S.          Wedding consultation          Men's group (w)          Ash Wednesday Worship          Leadership Orientation</p>	<p><b>Visitations</b></p> <p><b>Home</b>          Gladdie Turnquist          Angie Anderson          Henry Swedin          Fran Schmitt</p> <p><b>Hospital</b>          Phillip Tupa</p> <p><b>Phone contacts:</b>          80<sup>th</sup> birthdays          Reanna Dulac          Inez Hakkous          Ruhs</p>
<p><b>Pastoral Acts</b></p> <p><b>Baptisms</b></p> <p><b>Funerals</b></p> <p><b>Weddings</b></p> <p><b>Holy Communion</b>          All shut-ins listed          1st and 3<sup>rd</sup> Sunday of each month</p>	<p><b>Issues and Opportunities</b></p> <p>Planning for the transition into the new governance is important for a smooth and seamless move. Setting up the Ministry board and job descriptions of ministry teams in template. Current council please fill in the template.</p> <p>Keeping our Urban Ventures mission up front along with our initiative with Camp Onomia.</p> <p>Interview candidates for Office Manager.</p> <p>Every first Sunday – special ministry task opportunities. Short term needs (for instance, Holy Family at Christmas.) Responding to “you didn’t ask me.”</p> <p>Concern about “Millennial” fellowship. Planning event.</p>
<p><b>Synod and Educational Events</b></p>	<p><b>Miscellaneous Things</b></p> <ul style="list-style-type: none"> <li>• One week vacation</li> <li>•</li> </ul>

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<p><b>FOUR KEYS for daily living</b></p> <ol style="list-style-type: none"> <li>1. Caring Conversations</li> <li>2. Devotions</li> <li>3. Service</li> <li>4. Rituals and Traditions</li> </ol>	<p><b>Five Principles for passing on faith</b></p> <ol style="list-style-type: none"> <li>1. Faith is formed by the power of the Holy Spirit through personal, trusted relationships.</li> <li>2. The church is a living partnership between the ministry of the congregation and the ministry of the home.</li> <li>3. Where Christ is present in faith, the home is church, too.</li> <li>4. Faith is caught more than it is taught.</li> <li>5. If we want Christian children and youth, we need Christian adults.</li> </ol>
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**AAA Christians**

Authentic

Available

Affirming