



CHRISTIANA LUTHERAN CHURCH EXECUTIVE COUNCIL

**February 11th, 2017
Minutes**

President – Bruce Mohn	P	VP – Denise Kanfield	P	Secretary – Greg Silus	P
Brian McGregor (at large)	A	Treasurer – Rachel Fausch	P	IP Rebecca Thurman	P
Kim Robertson (at large)	A	Scott Selkirk (at large)	P		
Lori Clausen (at large)	P	Lee Braun (at large)	P		

Call To Order: President Bruce Mohn called the meeting to order at 11:29AM. As there were enough Executive Council members present for a quorum.

1. Approved Agenda for: February 11th, 2017

Motion made by Scott Selkirk and seconded by Lee Braun to approve the agenda as distributed at the meeting with the following additions: none
Motion passed by unanimous voice vote.

2. Approve Minutes from January 3rd, 2017

Motion made by Lee Braun and seconded by Scott Selkirk to approve minutes from January 3rd, 2017 with the following corrections: none
Motion passed by unanimous voice vote.

3. Council Information and Reports

a. Treasurer’s Report: 2 reports to be approved

Motion made by Bruce Mohn and seconded by Lori Clausen to approve the December 2016 Treasurers report
Motion passed by unanimous voice vote.

Historical source of funds of past giving to the church to be received from Treasurer – original source of funds & where they were consolidated to. This review was done in December 2016 by Pastor Dave Mesaros, Bruce Mohn & the Treasurer.

Motion made by Denise Kanfield and seconded by Scott Selkirk to approve the January 2017 Treasurers report
Motion passed by unanimous voice vote.

- b. **Pastor's Report:** - see attached

Motion made by Denise Kanfield and seconded by Lori Clausen to approve the one-time partial payment for female requestor's Gas & Electrical Bills of \$50 to come from 5.4800.000 (Emergency Assistance Fund) fund.

Motion passed by unanimous voice vote.

Motion made by Denise Kanfield and seconded by Scott Selkirk to approve the Pastors report

Motion passed by unanimous voice vote.

\$200 / \$300 from funeral services received by IP Thurman – fill gas tanks at discretion - IP Thurman informing the Exec Council of this action on the behalf of Christiania Lutheran Church

More use of the Personnel Committee in the future – performance reviews

Reporting of hours worked by staff

- c. **CYF Leader Report:** - see attached

Motion made by Denise Kanfield and seconded by Bruce Mohn to approve the January 2017 CYF report

Motion passed by unanimous voice vote.

Recent bowling & pizza event – cost topic – difference in cost & re-imburement

- d. **Ministry Board Report and Ministry Team Reports:** see report below

Motion made by Lori Clausen and seconded by Scott Selkirk to receive the Ministries Board & Ministry Reports

Motion passed by unanimous voice vote.

- e. **Property Committee Report:** see report below

Motion made by Greg Silus and seconded by Scott Selkirk to receive the Property Committee report.

Motion passed by unanimous voice vote.

Executive Council reviewed & acknowledged the submitted Project list provided by the Property Committee

IP Thurman to contact the Insurance Company to get Insurance Company requirements for windows in classroom doors, regarding size and classifications. Topic of window size (7"x28") came up, are they large enough? It was commented that 7"x28" is likely the industry standard for this doors purpose.

4. Action Items from

Ministry Board – none
Ministry Team – none
Property Committee

Motion made by Lori Clausen and seconded by Lee Braun that the Christiania Executive Council hereby approves the expenditure of up to \$3440.00 for installation of windows in 18 classroom doors, from the Capital Campaign 5.7910.500 fund.

Motion passed by unanimous voice vote.

5. Old Business:

- a. Login / password tracking solution for Christiania staff – requested by the Finance Committee Oct 2016
 - Roboform for Business – Short demo by Greg Silus
 - Executive Council listened to explanation of the solution and agreed to move forward with Greg Silus presenting the solution to the Finance Committee, which originally presented to need.

- b. Motion for acceptance of Pastor Dave Mesaro's resignation

Motion made by Denise Kanfield and seconded by Bruce Mohn for Christiania Lutheran Church Executive Council to ratify Pastor Dave Mesaro's resignation as Pastor of our church, effective December 31, 2016. Motion passed by unanimous voice vote.

- c. Budget – President to comment – deficit of the church
- d. Line of Credit for Church to be obtained for possible future use, to have in-place if needed.
- e. Notification by the Treasurer of the budget income in the next Newsletter

6. New Business

- a. Northfield Retirement Community Annual Meeting. Someone from Christiania usually attends in April. Sheilah Giles is the contact, according to the Office Manager – see letter below
IP Thurman to engage David Anderson (alternate to be Lori Clausen). Scott Selkirk agreed to attend as well for a count of at least 2 people from Christiania
- b. Contact List for Executive Council & Ministry Board – validate correct and desired contact info for email and phone number. See attachment below. It was determined the list sent in the Agenda and in these minutes are correct.
- c. A Thank you for the donated organ – recognize the Church providing the new organ with a Thank you card/letter. Lori Clausen to take this action.
- d. *Message of the month* to church members regarding the *Big Rock* from the Executive Council. Quick temple talk will be the venue to deliver the information
- e. March Exec Council meeting – President Mohn will not be available the 7 and 14th. It was decided the next Exec Council meeting will be Thursday March 9th @ 6pm.
- f. Property Committee needs to be appointed at Council – Names of Property Committee

Motion made by Bruce Mohn and seconded by Scott Selkirk to approve the Property Committee membership for 2017: Jeanne Hoffman, Brad Smith, Warren Peterson, Steve Anderson.

Lee Braun is the Exec Council partner

Motion passed by unanimous voice vote.

Motion made by Lee Braun and seconded by Greg Silus to approve the Finance Review Committee membership for 2017: Robin Martin (at-large), Karen Frame (at large), Cheryl Bahnsen (audit committee), Cheryl Shindeldecker/Lori Peterson (Financial Secretary), Linda Bauer (Office Manager), Rachel Fausch (Treasurer), Bruce Mohn (Council President), and Rebecca Thurman (IP). Brian McGregor is the Exec Council partner

Motion passed by unanimous voice vote.

Motion made by Bruce Mohn and seconded by Scott Selkirk to approve the Personnel Committee membership for 2017: Paula Anderson

Scott Selkirk is the Exec Council partner

Motion passed by unanimous voice vote.

Motion made by Denise Kanfield and seconded by Scott Selkirk to approve the Audit Committee membership for 2017: Jackie DuLac, Cheryl Bahnsen & Sharon Buckley.

Lori Clausen is the Exec Council partner

Motion passed by unanimous voice vote.

7. Set Agenda for Next meeting Thursday March 9th @ 6pm:

- a. Mold remediation topic – approve funds to have post-job review
- b. Treasurer laptop may need replacement – messages of failing hard drive occurring
- c. Calendar for all events – electronic / dynamic for all to see events of other Ministry Teams and Committee – topic came up from Feb2017 orientation meeting
- d. Listening Sessions – 3 topics – carry over from February2017(time ran out to discuss)

8. Adjournment:

Motion made by Denise Kanfield and seconded by to Lee Braun to adjourn the meeting

Motion passed by unanimous voice vote. Meeting adjourned at 1:50 pm.

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

Respectfully Submitted,

Greg Silus Executive Council Secretary

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