



CHRISTIANIA LUTHERAN CHURCH EXECUTIVE COUNCIL

**September 1, 2015
Minutes**

President – Joe Jorgensen	P	Vice-President - Andrew Wilkins	P	Secretary – Linda Bauer	P
Alan Ritchie	P	Sharon Buckley	P	Christian Donovan	P
Lucky Rimpila	P	Al Godfrey	P		
Pastor David Mesaros	P	Treasurer – Rachel Fausch	P	Steven Olan – CYF Leader	P

Call To Order: President Joe Jorgensen called the meeting to order at 6:02pm.

A. Devotions: Matthew 28 – Discussion: “But some doubted.” It seems out of place for a story that begs faith. Who might they be? Why was this included in this miraculous story? What is going on?

B. Approved Agenda for September 1, 2015: Motion made by Al Ritchie and seconded by Sharon Buckley to approve the agenda as distributed at the meeting with the following additions: Under Council Information and Reports add Office Manager Report and Under Old Business F8 will be added as “Data Back-up.”

Motion passed by unanimous voice vote.

C. Approve Minutes from August 4, 2015. Motion made by Christian Donovan and seconded by Alan Ritchie to approve minutes from August 4, 2015 with the following correction: Rachel did not agree to contact the Audit Committee (in fact that would be conflict of interest). That sentence will be removed.

Motion passed by unanimous voice vote.

D. Council Information and Reports

1. Treasurer’s Report: Rachel Fausch presented the Treasurer’s report for July for review. General Fund balance from the report was \$57,155.86 with an additional \$20,308.23 in the Capital Fund for a total General Fund Balance of \$77,464.09. The Checking Account balance was \$84,670.22 and the Savings Balance of \$167, 804.62.

Motion made by Christian Donovan and seconded by Al Godfrey to receive the July 2015 Treasurer’s Report.

Motion passed by voice vote.

See attached copy of explanation of budget overages.

Since it was the first day of the month, the August Treasurer’s Report is not available.

2. Pastor's Report: See Attached

Pastor Dave explained his need for a neutral stance on the remodeling building issues. Discussion on our vision. Discussion on the need for the Executive Council to own the vision.

Two congregational members have agreed to be on the Membership team.

Pastor Dave expressed the need for the Audit Committee to meet ASAP.

Motion made by Linda Bauer and seconded by Alan Ritchie to receive the Pastor's report as presented.

Motion passed by unanimous voice vote.

3. CYF Leader Report: See Attached. No additions to written report. Motion made by Sharon Buckley and seconded by Andrew Wilkins to receive CYF Leader Reports as presented.

Motion passed by unanimous voice vote.

4. Office Manager Report: Linda Bauer verbally reported goals obtained and revised since starting April 1. Outlined below:

- a. Website up and running – editing and additions occur almost daily. Still a few issues with email. May needed to stay with current provider. Found outstanding bill from October 2013.
- b. Church Windows conversion – no big deal. No changes to payroll.
- c. Office Manager Handbook – Almost complete, very comprehensive. Also needs constant updating.
- d. Re-arrange office – not feasible at this time. May have to be goal for summer 2016.
- e. Data Storage – will discuss under Old Business F8.

5. Ministry Board Report and Ministry Team Reports: See Attached Ministry Board, Congregational Life Team and Youth Team Reports.

No action needed by Executive Council

Motion made by Al Godfrey and seconded by Sharon Buckley to receive Ministry Board and Ministry Team Reports as presented.

Motion passed by unanimous voice vote.

6. Property Committee Report: See Attached

Discussion was long and extensive. In summary the members of the Executive Council would like additional information. A special meeting of EC and key people will be needed. The following actions need to be taken before the special meeting:

1. Estimate costs to repair roof, get second opinion, how much of the \$90,000 estimate is critical. How long will the repair last?
2. Ask John Storlie to clarify estimate to remodel Education Wing and how much would it cost to pitch other flat roofs.
3. Christian Donovan will attend the Property Committee Meeting on September 10.

After this information is gathered, a special meeting will be called to discuss the following three options:

1. Repair/patch flat roofs per bid
2. Repair roof with sound design and remodel Education Wing
3. Redo all flat roofs – best case scenario.

Other considerations:

1. Results of drilling to take place on September 3.- see report under F7.
2. Who will be included in this special meeting: Don Storlie (effects of drilling), flat roof estimator, John Storlie (remodel estimate), others?
3. What is the current line of credit?

Motion made by Al Godfrey and seconded by Sharon Buckley to accept the Property Committee Report as presented.

Motion passed by unanimous voice vote.

E. Action Items from Ministry Board and Ministry Team – See above.

F. Old Business:

1. Report on Personnel Handbook - Joe Jorgensen, Al Godfrey and Cheryl Bahnsen met. They did make some revisions to the Handbook. They will send revised edition to Executive Council for review. Depending on changes we may have a version to vote on at next meeting.
Joe reported that Paula Anderson has agreed to be on the Audit Committee.
2. Report on outside audit – Joe Jorgensen does not have new information on an outside audit. Discussion on the need to budget next year and what the audit may entail. Joe will get estimate before next meeting.
Discussion on the need for our inside Audit Committee to meet. Since Al Godfrey had previously served on the Audit Committee he will talk to Alice Storlie and review with her what the audit involves.
3. Report on Personnel Committee – See F1
4. Report on Parsonage Task Force – Three forums held – there was request for more information and numbers. Discussion on “Is this our ministry”.
Christian Donovan will do a cost analysis of continued renting vs. sale to be presented at a Forum presented to the Congregation on Sunday, September 20 (between services).
5. Discussion on Christiania Statement of Faith/Religious Employment Criteria/Facility Use Policy and Marriage Policy – This item is on hold for now.
Pastor Dave will watch a webinar provided by our insurance company, Church Mutual. The dates are September 16, October 8 and November 6.
6. Definition of voting members (age) – Discussion with all the other issues on the table for the Executive Council, how pressing is this issue? Joe Jorgensen will discuss with Jeff Otto.

7. Discussion of mold issue – as the Executive Council could see the carpet has been removed. Tomorrow, the fogging of the rooms will be completed. On Thursday, September 3, Don Storlie will drill into the concrete to see if there is ground water under the Education Wing.
8. Data Backup- Linda Bauer reported that no back-up has been performed since May of 2013. She has currently been copying files to a back-up and transporting it home every day. Today it showed an error message during copying. Per a recommendation from Bob Monio, she checked into cloud storage with a company called Carbonite. Discussion on the importance of data storage and back-up.
Motion by Sharon Buckley and seconded by Christian Donovan to purchase cloud storage to be run through the Office Manager's computer with the amount not to exceed \$60 per month.
Motion passed by unanimous voice vote.

G. New Business
No New Business

H. Set Agenda for Next Meeting:
Meeting set for Tuesday, October 6, 2015

Old Business:

1. Report on Personnel Handbook
2. Report on Audits
3. Report on Parsonage Task Force
4. Discussion on Christiania Statement of Faith/Religious Employment Criteria/Facility Use Policy and Marriage Policy.
5. Definition of voting members (age)
6. Data back-up update.

New Business: None

I. Adjournment:

Motion made by Andrew Wilkins and seconded by Linda Bauer to adjourn.
Motion passed by unanimous voice vote. Meeting adjourned at 8:39pm.

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

Respectfully Submitted,

Linda Bauer
Executive Council Secretary

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