



**CHRISTIANIA LUTHERAN CHURCH EXECUTIVE COUNCIL**

**October 6, 2015  
Minutes**

President – Joe Jorgensen	P	Vice-President - Andrew Wilkins	P	Secretary – Linda Bauer	P
Alan Ritchie	P	Sharon Buckley	A	Christian Donovan	P
Lucky Rimpila	P	Al Godfrey	A		
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 6:00 pm.

- A. Devotions:** Matthew 28 – Discussion: So this is the end of Matthew’s gospel telling. Luke continued the narrative into the book of Acts. Jesus will be gone- physically. Now what? What would you/we do? Form committees? Elect a leader? Write a constitution? Write a book? Write a strategic plan? Send everybody in different directions? Do Strengths Finder or Myers-Briggs?
- B. Approved Agenda for October 6, 2015: Motion made by Andrew Wilkins and seconded by Alan Ritchie to approve the agenda as distributed at the meeting with the following additions:**
  - Under E – Action items from Property**
    - E1. Authorization to Expend Additional Funds from \$25,000 allocation for mold remediation repairs.**
    - E2. Bonus Pay for Harold Martin.**
    - E3. Approval of Jason Estrem on Parsonage Subcommittee.**
  - Under F – Old Business**
    - F7 Remote Attendance Policy**
  - Under G – New Business**
    - G1. Linda Bauer’s Resignation**
    - G2. Church funded Sunday School**
    - G3. Policies review/update**

Motion passed by unanimous voice vote.
- C. Approve Minutes from September 1, 2015. Motion made by Lucky Rimpila and seconded by Christian Donovan to approve minutes from September 1, 2015 with no changes or corrections.**

Motion passed by unanimous voice vote.

## D. Council Information and Reports

1. **Treasurer's Report:** Rachel Fausch presented the Treasurer's report for August for review. General Fund balance from the report was \$58,690.26 with an additional \$21,058.23 in the Capital Fund for a total General Fund Balance of \$79,748.49. The Checking Account balance was \$88,955.22 and the Savings Balance of \$164,589.68. Rachel reported transfers from checking to savings and from savings to checking for Youth Fundraising in August.  
Rachel Fausch presented the Treasurer's report for September for review. General Fund balance from the report was \$65,197.52 with an additional \$21,258.23 in the Capital Fund for a total General Fund Balance of \$86,455.75. The Checking Account balance was \$100,575.58 and the Savings Balance of \$138,798.16. Rachel reported a transfer of \$605 from savings to checking from Youth Fundraising for camp and a transfer of \$25,000 from savings to checking for Mold remediation in September.  
Discussion: Linda Bauer asked for details regarding the August transfers for Youth Fundraising. Rachel will check into it.  
**Motion made by Christian Donovan and seconded by Andrew Wilkins to receive the August and September 2015 Treasurer's Report.**  
Motion passed by voice vote.
2. **Pastor's Report: See Attached**  
Highlights: Three members have joined the Membership Team and a fourth person is considering the open position. The focus will be on ministry of people here with an emphasis on spiritual faith formation.  
Pastor Dave will be gone October 8 through October 12. Wendy Steger will be guest pastor on Sunday, October 11.  
**Motion made by Alan Ritchie and seconded by Christian Donovan to receive the Pastor's report as presented.**  
Motion passed by unanimous voice vote.
3. **CYF Leader Report: See Attached.**  
Highlights: The Confirmation Orientation was well attended.  
Steven has had the opportunity to watch several children and youth play sports.  
**Motion made by Christian Donovan and seconded by Andrew Wilkins to receive CYF Leader Reports as presented.**  
Motion passed by unanimous voice vote
4. **Ministry Board Report and Ministry Team Reports: See Attached**  
**Congregational Life Team, Missions Team and Youth Team Reports.**  
No action needed by Executive Council  
**Motion made by Lucky Rimpila and seconded by Andrew Wilkins to receive Ministry Board and Ministry Team Reports as presented.**  
Motion passed by unanimous voice vote.
5. **Property Committee Report: See Attached**  
Property Committee action items are considered under E (below).  
**Motion made by Andrew Wilkins and seconded by Alan Ritchie to accept the Property Committee Report as presented.**  
Motion passed by unanimous voice vote.

**E. Action Items from Ministry Board and Ministry Team – none**

**Action Items from Property Committee -**

1. Authorization to Expend Additional Funds from \$25,000 allocation for mold remediation repairs – **Motion made by Andrew Wilkins and seconded by Alan Ritchie as follows:**

**Whereas, the Council approved \$25,000 to remove the mold and carpeting and to refinish the floors in the Youth Room and Education Wing; and**

**Whereas, expenses as of 9/25/15 include \$14,540 for carpet and mold removal; \$600 for the moving company; \$750 for Industrial Hygiene testing, and \$718 for three dehumidifiers for a total expenditure of \$16,518; and**

**Whereas, before any refinishing of the floors can take place, additional repairs need to be made to determine source of underground moisture, installation of drain tile,, purchase of a dehumidifier/ air conditioner for the Youth Room and assessment of the condition of the roof; and**

**Whereas, additional funding for larger repairs such as removal of the back patio, replacement of patio (possibly a deck), and necessary repairs of the roof will be presented to Executive Council as they are determined.**

**Be it resolved, that the Executive Council hereby authorizes the use of the balance remaining from \$25,000 allocation for additional remediation of water around and under church, and assessment of roof condition; and**

**Be it further resolved, that monthly updates will be provided to the Executive Council on project expenses.**

Discussion: Update on mold remediation funds spent – the amount for the three dehumidifiers should be \$585 not \$718 and added moving equipment of \$132.

Executive Council would like the roof assessment separated out. Christian will attend the Property Committee meeting to get clarification of the roof assessment. A separate expense account will be created for roof assessment.

**Motion made by Christian Donovan and seconded by Andrew Wilkins to amend the above motion as follows: Edit paragraph two to read “and \$585 for three dehumidifiers and \$132 for moving equipment for a total expenditure of \$16,600”. Omit from paragraph three “assessment of the condition of the roof and”. Omit from paragraph five “assessment of roof condition and”.**

Motion passed by unanimous voice vote.

2. Bonus Pay for Harold Martin - **Motion made by Andrew Wilkins and seconded by Christian Donovan as follows:**

**Whereas, during the “mold remediation” process, Harold Martin consistently went above and beyond his normal duties and work hours to perform many tasks. He worked with the insurance adjuster in determining whether there was an insurance claim for our mold issue; he worked extra day with the movers to get the furniture out of rooms and back into correct rooms; he trouble shot the movability of objects by putting them permanently on wheels. He was heavily involved in all aspects of the process. Be it resolved, that the Executive Council approves a bonus pay to Harold Martin of \$400, and the sincere thanks from his congregation on a job well done.**

Discussion: Where did the \$400 come from? Christian will attend the Property Committee meeting to get clarification. Executive Council felt the bonus pay should come from the mold remediation fund not payroll.

**Motion made by Andrew Wilkins and seconded by Christian Donovan to amend the above motion as follows: add “bonus pay taken from the mold remediation fund to Harold Martin not to exceed \$400.”**

Motion passed by unanimous voice vote.

3. Approval of Jason Estrem on Parsonage Subcommittee:  
**Motion made by Lucky Rimpila and seconded by Alan Ritchie to approve appointment of Jason Estrem to Farmland and Parsonage Subcommittee. Be it resolved, the Christiania Lutheran Church Executive Council hereby approves the appointment of Jason Estrem to the Farmland and Parsonage Subcommittee of the Property Committee, effective October 6, 2015. This term expires December 31, 2017.**

Motion passed by unanimous voice vote.

#### **F. Old Business:**

1. Report on Personnel Handbook – No report.
2. Report on outside audit – Joe Jorgensen got a ballpark estimate of \$6,000 to \$10,000 for an outside audit. The outside audit firm told Joe they were not interested in doing the audit. The Executive Council will consider this next month.
3. Report on Parsonage Task Force – Resolution failed. The Parsonage Subcommittee will look into renting (may already have a renter without using a management company). No Executive Council action needed.
4. Discussion on Christiania Statement of Faith/Religious Employment Criteria/Facility Use Policy and Marriage Policy –The first webinar was watched by several members of the Executive Council. Wait on further action until all webinars have been viewed. Lucky Rimpila will share the webinar contact information.
5. Definition of voting members (age) – Forums set up for Sunday, November 1 (between services) and Wednesday, November 4 at 6:00pm. Also, scheduled the State of the Church address for Sunday, November 15.
6. Data Backup- Linda Bauer reported that we have enlisted Carbonite services for \$42 per year for cloud storage (Linda's computer only).
7. Remote Attendance – went well except for not knowing who is connect with a flip phone. All remote attendees had to be muted due to flip phone access. Executive Council needs to consider a policy limiting the access by smart phone, tablet or computer only as the flip phone and land line do not allow control.

#### **G. New Business**

1. Linda Bauer's resignation from Executive Council. Linda tendered her resignation effective after the November 3, 2015 meeting as Executive Council secretary due to conflicts, confusion and time commitments with the Office Manager and Executive Council Secretary.  
**Motion by Christian Donovan and seconded by Andrew Wilkins to accept Linda Bauer's resignation as Executive Council Secretary.**  
Motion passed by voice vote. Linda abstained. Note: Per Robert's Rules of Order, since a quorum was present when the vote was called, the quorum was valid even with the abstention during the vote.  
Joe Jorgensen suggested Madalyn Petersen be asked to fill in until the Annual Meeting.
2. Church funded Sunday School – Alan Ritchie and Joe Jorgensen reported that some members of the congregation have requested the Executive Council consider funding the Sunday School program. Discussion: Is this just Sunday School or Confirmation and Vacation Bible School also? We have collected around \$1200 in fees so far this year. How will we replace this amount in the budget? How do other area churches handle Sunday School fees? The Executive Council will revisit at the November meeting.
3. Policies review/update – Joe Jorgensen reported the language in our current policies does not match the language of our new constitution. Joe requested that members of the Executive Council review the policies and report back at the November meeting.

Rachel requested that Executive Council members that have contact with Ministry Teams, please ask them to get their budgets in ASAP.

**H. Set Agenda for Next Meeting:**

**Meeting set for Tuesday, November 3, 2015 (Election Day)**

**Old Business:**

1. Report on Personnel Handbook
2. Report on Audits
3. Discussion on Christiania Statement of Faith/Religious Employment Criteria/Facility Use Policy and Marriage Policy.
4. Definition of voting members (age)
5. Remote Attendance
6. Church Funded Sunday School
7. Policy Review

**New Business:**

1. Budget
2. Roof updates

**I. Adjournment:**

**Motion made by Lucky Rimpila and seconded by Alan Ritchie to adjourn.** Motion passed by unanimous voice vote. Meeting adjourned at 7:53pm.

**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.*