



**CHRISTIANA LUTHERAN CHURCH EXECUTIVE COUNCIL**

**March 1, 2016  
Minutes**

President – Andrew Wilkins	P	Vice-President - Bruce Mohn	P	Pastor David Mesaros	P
Alan Ritchie (at large)	A	Treasurer – Rachel Fausch	P	Secretary – Greg Silus	P
Lucky Rimpila (at large)	P	Scott Selkirk (at large)	P	Steven Olan – CYF Leader	P
Christian Donovan (at large)	P	Lee Braun (at large)	P		

**Call To Order:** President Andrew Wilkins called the meeting to order at 6:01 pm. As there was enough Executive Council members present

- A. Devotions:** 1 Corinthians 12
  
- B. Strengths Finder:** discussion in groups of two.
  
- C. Approved Agenda for: March 1, 2016**  
**Motion made by Christian Donovan and seconded by Lucky Rimpila to approve the agenda as distributed at the meeting with the following additions: none**  
 Motion passed by unanimous voice vote.
  
- D. Approve Minutes from February 13, 2016.**  
**Motion made by Greg Silus and seconded by Scott Selkirk to approve minutes from February 13, 2016 with the following corrections: none**  
 Motion passed by unanimous voice vote.
  
- E. Council Information and Reports**
  - 1. **Treasurer’s Report: See Attached:**  
**Discussion:** It was noted there is \$1227.91 available for office equipment  
  
**Motion made by Christian Donovan and seconded by Bruce Mohn to receive the Treasurers report as presented. Summary for Treasurers Month End 2/29**  
 Motion passed by unanimous voice vote.

2. **Pastor's Report:**

Highlights: Thank you for doing Strengths Finder, Linda is in TX with her Sister, Exec Council responsibilities – delegate projects to Committees  
Assessment done last year: discovered: Land / Entrepreneurial members  
Brainstorm: rallying church point = Food as an example, Urban Ventures, Food barometer, participatory, 1year goal – old business for April 5<sup>th</sup> meeting.

**Motion made by Lucky Rimpila and seconded by Christian Donovan to receive the Pastor's report as presented.**

Motion passed by unanimous voice vote.

3. **CYF Leader Report:**

Highlights: Program evaluations paper passed around. 2 new Sunday School leaders. VBS last week of June.

**Motion made by Christian Donovan and seconded by Scott Selkirk to approve the CYF report**

4. **Ministry Board Report and Ministry Team Reports:**

Highlights: no discussion

5. **Property Committee Report:**

Pew Replacement with Chairs in the Chapel – *resolution to review in attachment*

**Motion made by Bruce Mohn and seconded by Lee Braun to approve the resolution regarding the plan to delay Pew Replacement with Chairs in the Chapel**

Creation of a Funeral/Visitation Policy – *resolution to review in attachment.*

There was a Funeral Policy approved a few months back. Bruce Mohn to work with Property Committee on details, so the resolution was not passed.

Use of Social Room Policy – *resolution to review in attachment*

Christian Donovan to have as an action item and give authority on this matter.

Floor covering – Property Committee recommends delay of action for now. Wait to ensure smell is gone.

Executive Council concurs with Property Committee recommends delay of action for now.

Lee Braun brought up topic: HVAC fan to run all the time to clear the air of smell  
Jeanne H. has asked Harold to run fan(s) all the time, but the request has been declined in the past. It was recommended that Harold be directed to run the fan(s) all the time.

Lee Braun recommended possibly changing out motor from AC to DC, as running it all the time would be better to have a DC motor.

- F. Action Items from Ministry Board and Ministry Team – none**  
**Action Items from Property Committee – Ensure fan(s) run all the time to clear the air**

**G. Old Business:**

- a. Report on Audits – no new info – Cheryl Bahnsen as champion
- b. Criteria/Facility Use Policy and Marriage Policy – Much discussion amongst Executive Council members on this topic, and it was decided to table it for now  
**Motion made by Scott Selkirk and seconded by Lee Braun to table the Marriage Policy**  
**Motion passed nearly by unanimous voice vote. One nay**
- c. Church Funded Sunday School
  - i. \$500 came forward after the Annual mtg, issue on the table is someone circumvented the system and now something needs to be done with the money
  - ii. Andrew Wilkins from Executive Council will find out who gave the money and decide what they want done with it. Plan is to stay with regular Sunday School fee schedule.
- d. Policy review – Alan Ritchie – carryover to April 5<sup>th</sup> in Old Business
- e. Roof updates – expected in future Property Committee reports
- f. Strengths Finder 2.0 – inventory due, per Pastor Dave’s request from previous meeting, can come off the OB report. All are to email their results to Pastor Dave.

**H. New Business**

- a. Office Manager - Copier in Office – See attached email from Linda  
**Motion made by Lucky Rimpila and seconded by Scott Selkirk to get a replacement copier for up to \$2000**  
Motion passed by unanimous voice vote.
- b. Office Manager - Payment Card Industry – Data Security Standard (PCI-DSS) policy - attached
  - i. Financial Review Committee. Policy will need to be approved by March 31 in order to avoid the monthly fines of about \$25.
  - ii. Resolution to approve PCI-DSS policy is requested by the Financial Review Committee  
**Motion made by Greg Silus and seconded by Scott Selkirk to approve the single page PCI-DSS policy**  
Motion passed by unanimous voice vote.
- c. Office Manager/Financial Review Committee - Executive Council and/or Personnel Committee to discuss a policy on handling the privacy of our members – **need more info from Linda on what this entails. Exec Council did not know what to discuss.**
- d. Pastor Dave - Synod Assembly Representatives May 20-21
  - i. Provides broader scope of ministry of the ELCA and SPAS.
- e. Treasurer - Report on email phishing scam – presented right after Property Report

**I. Set Agenda for Next Meeting:** Tuesday April 5, 2016

To be created and emailed by the Executive Council Secretary and reviewed/corrected by Executive Council before next meeting. President Wilkins requested 1,4 & 5 from old business & 3,4 from new business from March 1 be added as Old Business on April 5<sup>th</sup> meeting

**J. Adjournment:**

**Motion made by Lucky Rimpila and seconded by to Bruce Mohn adjourn.**

Motion passed by unanimous voice vote. Meeting adjourned at 8:01 pm.

**K. 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.*