

## **Trinity Congregation Council Minutes**

### **June 17, 2025**

**Present:** John Burbank, Lynn Buske, Henry Butler, Robin Drout, Karla Halloin, Greg Helgeson, Pat Mertens, Arla Prestin, Mary Schoenknecht, John Schroedl, Jacqueline Strayer, Michelle Zumwalt (via phone), Craig Olsen, Pastor Tom Westcott

**Absent:** Kevin Brown, Ellen Dovre, Chris Lindahl, Pastor Patrick Patterson (on sabbatical)

- 1) Call to Order:** Vice President Karla Halloin called the meeting to order at 5:05 p.m.
- 2) Devotion:** John Schroedl provided a devotion based on Pentecost.
- 3) Approval of May Council Minutes:** The May Council minutes were approved as written.
- 4) Approval of May Financial Report:** Craig Olsen reviewed the May financial results. Income of \$60,230 was significantly less than expected. Expenses of \$97,132 were normal for the month. We now have a fiscal year-to-date deficit of \$23,335. There isn't a clear reason for the lower-than-expected income. Special announcements (including talks by Kevin Brown and Karla Halloin) have been made the last three Sundays to let the congregation know that the end of our fiscal year is approaching and to request extra help in finishing the year in the black. We will continue to include this request in e-mails and announcement for the remainder of the month. The May financial report was approved as presented.
- 5) Pastors Reports:** Pastor Tom reviewed and highlighted several items from his written report for the month. Interviews will take place in the near future with a couple of candidates for the CYF Director position. In response to a question, Pastor Tom indicated that preparations and leadership for VBS are well in hand. The biggest need now is for volunteers to help during sessions.
- 6) Staff and Committee Reports:** There were no questions or comments on the written staff and committee reports for the month.
- 7) Old Business**
  - a) Rental Property – Vacancy – Projects:** The church's rental property is now vacant (as of June 10). A special congregation meeting this past weekend approved taking out a loan not to exceed \$50,000 to make needed repairs to the house before it is re-rented. Pastor Tom showed photos of the areas needing repair, including kitchen, lower bathroom, carpet, paint, and front entrance steps. Pastor Tom is obtaining estimates and quotes for the needed work. The goal is to complete the repairs as soon as possible. Completing the needed demolition and removals to check concealed areas will help to firm up the cost of the work. It was suggested that volunteer help from the congregation be utilized for some of the demolition. This will be kept in mind. The plan

is to have the rental house working group (see New Business, below) work with Pastor Tom to use the available budget to best advantage.

**b) FriendFest:**

- The food subcommittee has met and is planning to arrange for a couple of food trucks to provide the main food items for the event. In addition, we will have ice cream items as well as beer and other drinks. A tent with tables and chairs will be rented with capacity for 300 people.
- Pat Mertens asked that we consider ways to make the event as “green” friendly as possible through recycling and similar efforts. She offered to work with the food committee to identify the best strategies.
- The activities subcommittee will be meeting following this Council meeting.
- It was suggested that we be sure to publicize FriendFest on Volume One’s “Events Calendar” and on the Chamber of Commerce “Event Calendar”. Also suggested is a banner of the Clairemont Avenue side of the building and the use of fliers that can be handed out.

**c) Church Directory:** There has been a very good response to directory photo sign-up. New dates in August have been made available. September dates are being held in reserve until needed. Greeters are needed for each of the days that photos will be taken. The directory committee is also looking into how best to obtain photos for shut-ins that may not be able to come to the church. There are approximately 20 people that are likely in this category.

**d) Nominating Committee:** The Nominating Committee is continuing its work to obtain candidates for the positions to be elected at the Annual Meeting. They have a self-imposed deadline of July 20 to finish finding candidates.

**e) Personnel Updates:** As summarized in Pastor Tom’s report:

- 1) Office Assistant: Wendy Jaenke has started work on M-T-W-F, 20 hour per week.
- 2) Noah’s Ark Preschool Teacher: We are still looking to fill a Monday-Friday morning position for the next school year.
- 3) Children, Youth, and Family Ministry Director: Interviewing is in process for this position.
- 4) Director of Worship and Music: Frank Watkins’ last day is June 30. Various options are still being considered for this position.

**f) Annual Reports – due to Dawn July 28:** Staff and committee reports for the Annual Report are due to Dawn Paul by July 28.

**8) New Business**

**a) Authorization for Rental House Working Group to approve repair projects as needed:**

It was agreed that the rental house working group should work with Pastor Tom to decide how best to prioritize the repairs to be made to the church’s rental house.

**9) Closing Prayer:** John Schroedl provided a closing prayer.

**10) Adjournment:** The meeting was adjourned at 6:07 p.m.

Respectively submitted,

Robin Drout  
Secretary