

**Salem Lutheran Church Council Meeting**  
**Thursday, October 18, 2018**

**Minutes** (approved 11/15/18)

**Call to Order**

President Emily Fischer called the meeting to order at 7:02 PM.

Present:

Emily Fischer, President  
Bruce Johnson, Vice-President  
Holly Palmersten, Secretary  
Steve Behrenbrinker, Treasurer  
Mert Thompson  
April Leeb  
Stefan Freeman  
Linda Carr  
Carol Voss  
Roberta Schiel  
Pastor Tim Routh

Absent:

Janet Tilstra  
Susan Douma

**Devotion and Opening Prayer**

**Approval of agenda**

Stefan moved to approve the agenda. Linda seconded. Agenda approved without objection.

**Approval of minutes** of September 20

Stefan moved and Steve seconded the approval of the September minutes. The motion passed.

**Approval of Consent Agenda**

Bruce moved and Steve seconded the approval of the consent agenda. Motion passed without objection.

**Reports**

*Pastor's Report:* Pastor Tim shared that he is currently working with Eric to create a draft budget for 2019. He has also been writing Stewardship for All Seasons material for bulletins and newsletters. He shared that he recently met at a conference with the Bishop and other pastors in the area and shared a PowerPoint presentation about statistics of church attendance.

*Administrator's Report.* Eric Blake's report shared that he is currently working on the draft budget for 2019 with Pastor Tim and hopes to have a draft ready for the November Council meeting. He has also been working with the Stewardship team on getting recommendations for the 2019 audit. His report also shared that he has been working on several property projects, such as research for Gathering Area updates, looking into the sewer line, and updating camera and computer systems.

*Financial Report September 2018:* Steve Behrenbrinker shared that September had 5 Sundays and income was \$47,605.64 which was \$10,500 higher than September of last year. It was noted that if giving patterns remain consistent, we are estimated to be \$41,000 short of where our budget should be.

**Committee Reports**

*Executive Committee:* Emily referred the Council to the Executive Committee minutes provided.

*Personnel Committee:* Bruce referred the Council to the New Business agenda item.

*Stewardship Committee:* It was shared that the committee is currently working on the Stewardship for All Seasons campaign. It was also shared that Salem has hired a designer to produce visuals and ideas for our new Gathering area.

*Property Committee:* There was nothing new to report.

*Nominating Committee:* The committee recently met and has discussed doing an appeal to the Congregation for possible names to nominate for the Council and Foundation.

*Foundation:* The Foundation is currently seeking applications and requests for funding for 2019. Applications are available on the Salem website and they ask that these be filled out as soon as possible.

**Old Business**

*Stewardship for All Seasons.* Updates were shared during the Pastor's Report and Stewardship Report. *2019 Audit.* The recommendation for CCS to do the non-CPA audit in 2019 was brought forth to the Council. Bruce moved to approve this motion. Linda seconded and all approved.

*Quarterly Benevolence.* The recommendation for paying out the \$425 to our benevolence from the Dedicated Fund was brought forth. Bruce moved to approve the motion. Stefan seconded and all approved.

**New Business**

*Draft Personnel Policy & Procedure Manual.* Bruce outlined the Policy, how it came about, and some of the changes that were made to the old policy. Stefan moved to approve the Personnel Policy & Procedure Manual. Carol seconded the motion and all approved.

**Other**

\* Celebrating the mortgage being paid under \$100,000 with 100 Grand candy bars was discussed. It will take place either the first or second Sunday in November.

**Adjournment and Closing Prayer**

April moved to adjourn the meeting. Bruce seconded. Motion passed without objection. The meeting adjourned at 8:20 PM and concluded with the Lord's Prayer.

Respectfully Submitted,

Holly Palmersten  
Salem Council Secretary