

Salem Council Executive Committee Meeting
Thursday, September 13, 2018; 6:30 PM
Conference Room

Minutes (*approved 9/17/18*)

President Emily Fischer called the meeting to order at 6:32 PM.

Exec Committee Members Present: Emily Fischer – President, Bruce Johnson – Vice President, Steve Behrenbrinker - Treasurer, Holly Palmersten – Secretary, Pastor Tim Routh

The motion was made to approve the agenda and seconded. Personnel Committee Report was added under the Reports and 2019 Audit and Usher Safety Training were added under Old Business. After the additions, all approved and the motion carried.

The minutes from the August meeting have already been approved prior to the last council meeting.

Pastor's Report. Pastor Tim shared an update about Stewardship for All Seasons which will be shared under Old Business. The Acts study has started and is going well. A concert dedication for our updated organ has been scheduled for later this month. Pastor Tim has also been trying to meet up with Father Scott and plan an Advent event with the Catholic Church. He also shared that the Confirmation program has started and is going well.

Administrator's Report. Eric Blake's report shared that Salem has made it under \$100,000 on our mortgage, which is a HUGE milestone! A date will be set to celebrate with 100 Grand candy bars for the congregation. Eric also shared that he will soon begin working on the 2019 preliminary budget.

Financial Report. Steve Behrenbrinker shared that August had 4 Sundays and income was \$46,906.94 which was \$7,500 higher than August of last year. It was noted that if giving patterns remain consistent, we are estimated to be \$40,000 short of where our budget should be.

Personnel Committee Report. Bruce shared that the updated Personnel Manual draft has been finished. The ELCA personnel manual was used as a guideline. The Personnel Committee will be meeting again next week to review the handbook and it will be brought to the Executive Committee meeting again next month.

Old Business

Neighborhood Development. There was no new information.

Stewardship for All Seasons. It was shared that the committee will be meeting with Peter next week to share goals and discuss next steps. Pushing back the kickoff date for the Stewardship for All Seasons campaign was discussed.

2019 Audit. The audit committee received three proposals for potential auditors for next year. It will need to be decided who will do the audit and whether to do an ELCA audit or a full CPA audit. The committee will bring a recommendation to Executive Committee in October.

Usher Safety Training. Planning an usher safety training was discussed. Ushers will be informed on how to handle and direct difficult situations. Having a yearly meeting for ushers, staff, and volunteers was discussed as well.

New Business

Portico Healthcare. The Portico healthcare for staff came out with its 2019 benefit package. A decision will need to be made for staff healthcare.

Draft Council Meeting Agenda. Stewardship for All Seasons, 2019 Audit, and Usher Safety Training were added to Old Business. 2019 Annual Meeting was added under New Business.

The motion was made and seconded to adjourn; all members approved. The meeting concluded at 7:35pm.

Minutes Submitted by,

Holly Palmersten
Council Secretary