

**Salem Council Executive Committee Meeting**  
**Thursday, October 11, 2018; 6:30 PM**  
**Conference Room**

**Minutes** *(approved 10/15/18)*

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. After a few notes were made under reports, the motion was approved by all.

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

*Pastor's Report.* Pastor Tim shared that he is currently working with Eric to create a draft budget for 2019. He is also actively writing Stewardship for All Seasons material for bulletins and newsletters. He also shared that he recently met with the Bishop and other pastors in the area and will be attending an area-wide training on boundaries.

*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.* 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. It was also noted that there have been extra expenses to the Organ Fund due to electrical complications for the upgrade. Bruce made a motion that the additional expenses come out of the Capital Improvement Fund. Emily seconded the motion and all approved.

## **Old Business**

Stewardship for All Seasons. A recommendation came forth for the design of the Narthex area. Bruce moves that \$900 be allocated toward the hiring of Design Facets for a design plan of the Gathering Area. Pastor Tim seconded. All approve. It was noted that any service over \$900 first be discussed with the Exec Committee before approval. The first weekend in November will be the first of the Temple Talks (Commitment Sunday) for the Stewardship for All Seasons campaign.

2019 Audit. The recommendation from the Stewardship Committee was discussed. Pastor Tim motions that the recommendation for the non-CPA audit done by CSS be brought to Council for approval. Steve seconded. All approved.

Quarterly Benevolence. Bruce moved that the \$425 from the Benevolence Dedicated Fund be paid out. Steve seconded. All approved.

## **New Business**

Draft Personnel Policy. Bruce moves that the Executive Committee approve and recommend the current Personnel Policy draft and that it be brought to Council for final approval. Pastor Tim seconded. The recommendation will be brought with the attached memo. All approved.

Draft Council Meeting Agenda. Stewardship for All Seasons, 2019 Audit, and Quarterly Benevolence were all added under Old Business. Draft Personnel Policy & Procedure Manual was added under New Business.

The motion was made and seconded to adjourn; all members approved. The meeting concluded at 8:17pm.

Minutes Submitted by,

Holly Palmersten  
Council Secretary