

OSLC Church Council Meeting

December 15, 2018 8:00 am

Council members present: Laura Adeli, Graham Brenna, Robyn Carlson, Brett Lindberg, Susan Miller, Ruth Nelson, Steve Spayer, Glenn Wishnew, Mark Witt

Attendees: Pr. John Gerike, Rick Lebeck, Pr. Emily Wiles, Pr. Brian Wise

Recorder: Rebecca Cremin

1. Opening Prayer/Devotion

Ruth directed the group to pray silently followed by a brief prayer aloud.

2. Action Items

Motion to approve November 2018 Council Meeting Minutes: Graham Brenna

Second: Susan Miller

Motion carried

Motion to approve new members presented in Pastor Brian's report: Glenn Wishnew

Second: Susan Miller

Motion carried

The IRS requires the church to file a report annually that lists pastoral housing allowances. The following amounts were presented for approval:

- Pastor John: \$56k
- Pastor Brian: \$44k
- Pastor Emily: \$20k

Motion to approve pastoral housing allowances as proposed: Laura Adeli

Second: Glenn Wishnew

Motion carried

3. Discussion Topics

a. Operational Changes

- **Offering Counting**

Changes are being implemented in how the offering is counted and taken to the bank to conform to best practices, based on a recommendation in Capin Crouse's financial review. The Finance Committee is working with the Worship and the Arts team to implement the new workflow. Additional counters will be needed moving forward as two counters will be needed per week and not all current counters are staying on.

After each service, the offering will be placed in the safe. A new safe will be installed to accommodate this process. On Sunday, after all services have finished, two counters (who will not be staff members) will count and prepare the offering report. Jen Sevaton will enter the report with the church's new bank, Wintrust. Wintrust is providing a check scanner for the church so checks will be scanned at the church and will not be deposited at the bank. They will remain in the safe until they are destroyed, based on procedures laid out in the workflow. Cash will be deposited once a week at the bank.

- **Transition of Responsibilities after Lynn Panosh's Retirement**

Weekly Connections has a list of who will lead the various choirs after Lynn retires. Terry will assume additional responsibilities but will not work more than 30 hours/week. She will coordinate with other leaders to reassign what she doesn't have time to do in her 30 hours. A director for Women's Chorale still needs to be determined. Bishop Wayne will be preaching at all services on December 16th and will attend Lynn's farewell potluck and program that afternoon.

- b. **Worship & Arts Director Search Team Recommendation**

The Nominating Committee is recommending the following seven members for the search team for the Worship & Arts Director position:

- Kristine Krummel
- Mary Mason
- Ken Miller
- Kristyn Reed
- Dave Schramm
- Laura Weren
- Mathew Felbein
- Sue Moninger

Nominating Committee selected members on the basis of their availability and ability to work as a team. They also sought a mix of representation from various services and locations. A youth participant had been identified but had to drop out so the committee is working to identify another youth member for the team.

Motion to approve the Worship & Arts Director search team: Ruth Nelson

Second: Brett Lindberg

Motion carried

- c. **New Council Members**

No one has come forward to express an interest in serving on Council. Pastor John recommended that the Nominating Committee look at what areas Council needs to fill and approach people who have skills in those areas. This is the last meeting for Mark and Laura, but there is no problem delaying the installation of new Council members for a month while the vacant positions are being filled. Steve thanked Mark and Laura for sharing their gifts as Council members.

- d. **Council Liaisons**

The new year provides an opportunity for Council members to change which committee they are a liaison with to get exposure to other areas of the church. Liaisons for next year will be:

- Human Resources: Ruth (She will mentor a Council member who can serve on the committee this year and take over liaison responsibilities next year)
- Finance: Robyn
- Property: Brett
- Mission & Benevolence: Graham (Graham is the chair of the committee so not an official liaison; Robyn will finish her term as an at-large member of the committee to mentor the new treasurer.
- Memorials: To be determined
- Stewardship: Steve

- Christian Education: Brett

4. Generative Question: How do we maintain momentum on the strategic plan and ensure that everyone is in sync?

Realm was implemented successfully, but we need to ensure that it is integrated smoothly, various teams are working in sync, and momentum isn't lost. In January, the staff liaison, Council liaison, and chair of each initiative should meet as a group to inform each other of the status of their initiative. Updates and successes can be shared at services in January to inform the congregation of progress and increase engagement. Personal invitations will also be key in bringing new people into the process.

5. Committee Reports

Finance (Rick Lebeck):

- Envelope giving continues to be below budget, but debt giving is up, which has helped the overall budget. It remains down \$9k to date. December numbers are running ahead of budget so far.
- 299 pledge have been turned in for the fall stewardship campaign. Giving is up in the pledges, and numbers will be shared with the congregation after the end of the year.
- The committee has a number of recommendations:
 - Move excess parking lot rental income to debt payment
 - Move excess funds in pastoral housing to debt payment
 - Move some of the debt interest reserves to debt payment
 - Change banks from BMO Harris to Wintrust. Wintrust is offering the church a higher interest rate than BMO Harris, free checking, a check scanner for deposits, and insurance for every dollar in our accounts. If the recommendation is approved, the committee will initiate the transfer process immediately.

Motion to accept the Finance Committee's recommendation to transfer the following amounts to debt payment:

- Parking lot rental excess: \$46k
- Pastoral Housing excess: \$47k
- Debt interest reserves: \$110k

Motion: Graham Brenna

Second: Laura Adeli

Motion carried

Motion to approve the Finance Committee's recommendation to move the church's bank accounts from BMO Harris to Wintrust: Susan Miller

Second: Ruth Nelson

Motion carried

Human Resources (Ruth Nelson):

- The healthcare quote from Blue Cross Blue Shield IL was approved by the committee. It is for their HMO and offers better coverage than the current plan. Medical premiums are lower than this year's, but vision and dental premiums will be higher. Those plans will stay with UnitedHealthcare.

Property (Mark Witt):

- The bell tower work is finished and scaffolding should be dismantled before Christmas.
- They are preparing a five-year plan for anticipated property needs.
- They will make a recommendation on a new sign in January. They are working with the two vendors who bid the project to see if they can get the bids closer to each other.

Mission & Benevolence (Graham Brenna):

- The committee will donate \$5k in honor of Bishop Wayne's retirement to an organization of his choice.
- The Fuhrer scholarship fund which was established to cover mission travel costs, has been depleted. The Mission & Benevolence Committee will consider self-funding a travel scholarship fund in the upcoming fiscal year.

Endowment (Susan Miller):

- The distributions were made as voted on at an earlier Council meeting.
- There will be two committee openings in June. They will work with the Nominating Committee to find candidates.

Christian Education (Pastor Emily):

- Small groups will reconvene in January with the Explore God 7-week series organized around friendship tables. They will be looking for facilitators and will approach new members with an intentional invitation. There will be another series starting in Lent.
- The cost for summer camps will go up to \$125 this year, the first raise in 7 years. Early registration will be available for families in the OSLC community and children's ministry. There will be a cap at 200 for VBS to keep adult/student ratios where they need to be. No camps will be offered the week before the garage sale to keep the gym free for set up.
- They are working on coming up with a new name for the faith formation steering committee.
- The Children's Ministry Director position is still not filled.
- Stephanie Engel is feeling more acclimated to OSLC and her role. A plan is in place for her maternity leave.

Memorial (Mark Witt):

- There was money left over from the classroom renovation that will be used to purchase 50 new chairs like the chairs at Celebration. An additional 40 chairs are needed, but it isn't clear yet where funds for those will come from.
- The curtain for the chapel space at Celebration will be installed over Christmas. They are also looking at shifting the nursery to the current office.
- Planning for Celebration lobby renovations will be the next project at Celebration with representation from the committee as well as Celebration stakeholders.

6. Unfinished Business

No discussion.

7. Next Meeting

January 12 at 9 am – note new date and time; opening devotion: Steve Spayer

Minutes respectfully submitted by Rebecca Cremin