

**Knife River Lutheran Church
Council Meeting – September 14, 2025**

Present: Ed Lee, Anne Jaspersen, Jillian McCorison, Steve Berger, LeAllan Estrem, Vicky Gorman, Helene Hedlund , Pastor Mark Holman

Meeting called to order by President Helene Hedlund
Opening prayer by Pastor Mark

AGENDA ITEM	DISCUSSION	OUTCOME
Approval of Agenda (additions and/or deletions)		Motion to approve by Vicki, Second by Steve. Agenda approved
Approve Prior Minutes		Motion to approve by Jillian, Second by Anne. 7/27/2025 meeting minutes approved
Treasurer's Report	Financial Reports was shared by Ed and discussed. Funding and expenses continue to be under control. Ed presented and requested funding to continue the evaluation of a church software called ChurchTrac. The primary driver to looking at this software is to streamline and formalize the accounting and financial reporting for KRLC.	Request for up to \$600 to continue testing of the ChurchTrac software. Motion to approve by Jillian, Second by Anne Approval carried. Ed will report back to the council regarding the evaluation results and final recommendation for the church to consider.
Pastor Report	Pastor Mark shared recent visit with homebound church member. He also commented that he will be seeking feedback on his interim pastorship with KRLC in the near future. Helene indicated that the Executive Committee will coordinate this.	Helene and Pastor Mark will coordinate feedback request.

Old Business		
Endowment	No report of update	
Committee Reports • Worship • Property • Planning • Solar – Status update • Men’s Group	Status of Church Musician Search Exploring heating and cooling issues Carol’s Appreciation event was postponed. We need a new date	Lawrence shared the status of the musician search. There are no applicants yet, but a number of sources have been contacted, and the search team is awaiting applications. They will come back to council if new needs or support become necessary. HVAC Update – Ed shared that they are evaluating two options for installing ductless Mini Split units in the church to enhance cooling and heating when needed. Worship Committee has scheduled out the service leadership through the remainder of the year. LeAllan reported on the project to pursue solar installation indicating that funding subsidies are ending and ability to find installers now will likely result in this project being put on hold until these conditions improve.

Annual Review of Policies	• Memorial Garden and Church Grounds Policy • HARASSMENT • Building Use Agreement ◦ It has been suggested that we require a 30 day advance request. ◦ Review Tech Team fee structure • Wedding Policy ◦ (Tech Team Charges) ◦ Using sanctuary as backup for offsite weddings i.e. Beach	No specific changes to policies were introduced, but there was discussion on: Building use, especially for sudden needs, how to accommodate “backup” locations for events (weddings) due to poor weather, how to monetize the use of our Tech Team (i.e. live stream a wedding).
Archiving	Discussion suspended until Administrative Assistant is in place FYI • We have begun having Admin Assistant keep copies of documents on KRLC laptop. i.e. Congregational Survey, Call Team Application	Tabled
Position Updates	• Admin Assistant ◦ Any issues? • Memorial Garden Oversight ◦ Any Issues • Church Musician ◦ Status	No issues were reported, but we did have fun with the term Institutional Memory

Pastor Transition	Next steps: • Review and finalize congregational questionnaires seeking input as to direction for KRLC • Discuss and establish dissemination plan of info gathered • Review and finalize Call Team Interest questionnaire • Discuss River timeline activity as to scheduling etc. • Table talk topics ○ Health Care Directives ○ Other	Survey Finalized. Will be distributed in person, email, WEB and Pastoral Care team will gather input from the housebound Completed. Proposed Call team affirmed by congregation September 14 Steve Carlson Melanie McMillion Deb Allert Scott Shelerud Patti Stoddard First meeting with Deacon Susan set for October 8 River exercise will likely occur after the Christmas season. Discussion on how to approach Table Talk sessions which will be the focus of our next meeting. Some ideas proposed include other topics (Health Care Directives, Faith Formation, Survey Topics) and how to schedule. Committee members liked the idea of prescheduling topic discussions for one Sunday per month. Topics could then be established prior to
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Other		
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New Business

Name Tags??		
Bylaw Changes		
Activities	Ed Lee will coordinate a Steak and Chop fry for the final Summer Picnic for September 17. It will include a fund raising component and silent auction.	Ed reported that we have +90 people registered and all planning is progressing as expected.

Upcoming Dates	September 17 – Confirmation begins September 17 – Steak and Chop picnic October 8 – Call Committee meetings with Deacon Susan – initial meeting	
Closing Prayer	Council – Lord’s Prayer	
Adjournment		Motion to adjourn by Vicki and Second by Jillian. Meeting adjourned.
Next Meeting	October 12 – SIT DOWN	