

Knife River Lutheran Church
Council Meeting – July 13, 2025
DRAFT Minutes

Present: David Grong, Ed Lee, Jillian McCorison, Steve Berger, LeAllan Estrem, Vicky Gorman, Gretta Ojard, Helene Hedlund , Pastor Mark Holman
Absent: Anne Jaspersen, Kay Bloom, Jan Swanson

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

AGENDA ITEM	DISCUSSION	OUTCOME
Approval of Agenda (additions and/or deletions)	No additional, corrections or deletions	Agenda agreed to
Randi Alreck – Voyager Donation Request	Randi reported that the Voyager Camp nearly did not raise enough funds to have camp this year. Eventually funds were raised, but Randi asked that the council help raise attention to these youth opportunities and support financial gifts in a more timely	Ed reported that we have a budget for youth sponsorships and that we will bring requests forward for approval in line with this need.
Approve Prior Minutes	Meeting minutes from June 8, 2025 were reviewed.	Motion to approve: Vicki, Second: Greta. Approved by all
Treasurer's Report	Financial Report dated 1-1-25 to 6-30-25 was reviewed. Ed highlighted that donations vs expenses had improved. Ed also shared the donations and Outreach giving were slightly lower than 2024. Some discussion that this will likely increase with more focus on these targeted gifts and sponsorship of specific outreach opportunities that will come this year. Ed also highlighted that income exceeded expenses in June due to lower pastor costs.	Motion to approve: David, Second: Jillian. Approved by all

Pastor Report	No report. Interim start date is July 13, 2025	<p>There is no report, but Pastor Mark requested some pictures of congregation members and names to support his learning of the congregation. Ed agreed to take pictures, especially if people are missing from the church directory.</p> <p>Pastor Mark will return to pulpit on August 3rd when he will be installed. The worship committee has pulpit supply planned for July 20th and 27th.</p> <p>There was more discussion about next steps for the Call process which are summarized at the end of this document</p>
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Old Business		
Endowment	<ul style="list-style-type: none"> Endowment has approved three educational grants in the amount of \$1,000 each 	<p>Council approval - Motion to approve: Ed, Second: David</p> <p>Three educational grants of \$1000 each, as requested, was approved</p>

<p>Committee Reports</p> <ul style="list-style-type: none"> • Worship • Property • Planning • Solar – Status update • Men’s Group 	<p>Status of Church Musician Search</p>	<p><u>Worship:</u> Lawrence Burhardt has agreed to chair the church organist search. Carol has decided to retire from these responsibilities on August 24th. Helene will communicate the needs such as Job Description, advertisement and recruitment for this search to Lawrence.</p> <p>Action: We will have a retirement party for Carol on Aug 24. <u>Vicki</u> agreed to put out a call to action and <u>Helene/Ed</u> will come up with a financial gift to recognize her many years of service.</p> <p>Jan Swanson has asked to be replaced as the liaison between the Worship Committee and Council. Helene will serve until a new liaison is appointed.</p> <p><u>Property:</u> <u>Office upgrade -</u> essentially completed (Thanks Ed and Scott!)</p> <p><u>Solar update</u> – David reported that they are now looking at the project and impacts of the recent federal budget, which may change the return for KRLC</p> <p><u>Planning:</u></p>
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Annual Review of Policies	<ul style="list-style-type: none"> • Memorial Garden and Church Grounds Policy • Harrassment (not on web??) 	No action, but Steve will present the proposed changes to the Sexual Harassment policy for review and further discussion.
Archiving	Discussion suspended until Administrative Assistant is in place	<p>Ongoing</p> <p>Question was raised about whether we establish a policy to utilize electronic archiving for future and determine if retroactive conversion would also be a benefit.</p>
Position Updates	<ul style="list-style-type: none"> • Admin Assistant <ul style="list-style-type: none"> ○ Diane Lewandowski has been hired. Her first training day was July 8, 2025 • Memorial Garden Oversight <ul style="list-style-type: none"> ○ Steve Berger is providing oversight and it looking and going well. • Church Musician <ul style="list-style-type: none"> ○ Details as to hire process underway 	<p>Diane would prefer us to use the church admin email for correspondence. office.krhc@gmail.com</p> <p>Memorial Garden has a \$500 budget for materials. Mulch has been purchased and more will be needed in coming weeks.</p> <p>Church musician (see above discussion)</p>

Pastor Transition	<ul style="list-style-type: none"> • Pastor Mark Holman and the Council have agreed to a Covenant Agreement. Start date is July 13, 2025. • Pastor will provide preach 3 Sundays each month • He will provide a 3 month tentative schedule to the Worship Committee to use for planning pulpit supply • Randi Alreck, Kay Bloom and Kris Garey will continue to provide backup pastoral services as needed 	<p>Actual date of Pastor Mark start is July 8, not July 13.</p> <p>Pastor Mark requested that an alias email account be created for him that is linked to his current personal email account.</p> <p>Helene/Ed will speak to Jim about this technical request.</p>
Office Remodeling	DONE and looking great	
Other		

New Business

Bylaw Changes		David will send current and proposed changes to Bylaws for review by council.
Activities	<ul style="list-style-type: none"> • We will not have a Fun Fest in 2025 or a fall dinner fundraiser. Rationale is Summer monthly picnics provide fellowship opportunities for the Church and Community. • Ed Lee will coordinate a Steak and Chop fry for the final Summer Picnic in September. It will include a fund raising component and silent auction. Details to follow • VBX – Jillian 	

Misc	<ul style="list-style-type: none"> • Sunday Head Count data will be taken by the offering counters and posted on calendar in office area 	
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Call Committee preparation and discussion:

There was a good discussion about the council's role and action required to get a call committee formed. The following issues were discussed and another meeting to continue this effort will be scheduled within the next weeks.

- Pastor Mark indicated that we should work towards having the Call Committee in place within the next **6 to 8 weeks** (end of August to mid-September)
- How do we identify people who are interested in serving on the call committee?
 - **Ed** will send a draft of the survey we will send to the parish looking for volunteers to the call committee.
- How do we establish the requirements for having a “diverse” call committee? What will the diversity breakdown be and what questions need to be included in the above survey to capture this (i.e. age, length of KRLC membership, gender, etc.)?
- How will the Call Committee be selected?
 - Good discussion on this and how the council may influence this selection.
 - Final suggestion discussed is for the council to propose the 5 people and then have this affirmed by the congregation versus trying to have a ballot vote.
- How many people should the Call committee have?
 - The constitution states that the call committee will have 5 people.
 - After reviewing the ELCA requirements for a call committee, I found that it is allowed for one person from the council (not the President or Vice President) to be the 6th person on the committee. This person may also satisfy the request from Pastor Mark to have a liaison to the Call Committee. For further discussion, this may require a change to our constitution.

- What if someone becomes unavailable mid search? Should we have non-voting participants in case this happens?

Upcoming Dates	July 16, Summer Picnic	
Closing Prayer	Council – Lord’s Prayer	
Adjournment		Motion by Vicki, second by Jillian, approved by all at 11:45 am
Next Meeting	August 10, 2025 Council Meeting – format to be determined	We may need another council meeting around July 27 to continue discussions related to the Call Committee