

**St. Timothy Lutheran Church
 Congregation Council
 02/15/2024
 Meeting Minutes**

2025	2024
Laureen Greathouse Worship & Music	Sarah Mariott Hospitality
Jennifer Howard Youth	Melissa House Council President Outreach
Ken Tsuchiyama Council Vice President Property	Steve Hansen Treasurer Stewardship & Finance
Melanie Ortman Learning	Jen Yamin Council Secretary

Rev. Jennifer Michael
 Pastor

Our Mission

St. Timothy Lutheran Church is a community claimed in baptism, gathered in worship, and sent in service for the sake of the world.

Our Vision

The vision of St. Timothy Lutheran Church is to be a diverse Christian Community actively preparing all to do God's work.

Present: Greathouse, Howard, Tsuchiyama, Marriott, House, Hansen, Yamin, Pr. Jennifer

Absent: Ortman

Guest(s): Keith Christopher

- I. CALL TO ORDER:** @ 6:33pm - House. Melissa welcomed Keith to our meeting and asked if he had something specific to speak to or questions. He stated that on any given Sunday, choir(s) comprise about 30% of worship attendees and he receives various questions re: parish matters from choir members. Because of this he is attending this meeting because it's the only way he can get any information about parish goings on.
- II. OPENING PRAYER:** Hansen
- III. APPROVAL OF 01/11/2024 MEETING MINUTES:** Motion to accept-House; 2nd-Howard
 PASSES UNANIMOUSLY
- IV. APPROVAL OF MEETING AGENDA:** Motion to accept as revised-Yamin; 2nd-Hansen
 PASSES UNANIMOUSLY
- V. PASTOR'S REPORT:** See Attached (late addition)
- VI. PRESIDENT'S REPORT:** Nothing to report
- VII. TREASURER'S REPORT - Hansen**
 1. January giving was lower. Suggested we continue to raise visibility for giving.

2. Credit Card: transitioning from 1st. Horizon to Bills Spends and Expense (bills.com) so that everything is reconciled to one central location. Pastor's Discretionary Fund is housed with this program.
3. Bequest: \$10,000 was paid towards mortgage principal

VIII. CORRESPONDENCE:

1. 01/19/2024 email from Randy Lassiter re: Annual Reports - *Yamin* reports that Randy requested for typos be corrected in the 2023 Annual Reports.
2. 01/31/2024 email from Thomas Aben re: Property Manager position *See Attached* - *Tsuchiyama* reports Thomas has volunteered for the Volunteer Property Manager position

XI. CONSENT AGENDA ITEMS: UNANIMOUSLY ACCEPTED

1. Hospitality
2. Learning: *See Attached*
3. Outreach: *See Attached (late addition)*
4. Property
5. Stewardship and Finance: *See Attached*
6. Worship and Music
7. Youth

X. COMMITTEE REPORTS (OTHER):

1. Fundraising Committee: *Marriott* - Planning a Spring Fling fundraiser for 05/04/2024. Will be a dinner and variety show.
2. Property Committee: *Tsuchiyama* - Property Committee very engaged in visioning for the Volunteer Property Manager position. See attached position description and checklist - which will be a living document that will change as needed. Council approved position description; *Tsuchiyama* will communicate with Property Committee.

XI. OLD BUSINESS:

1. Current facility usage agreement: *Pr. Jennifer* reports she has not followed up with the administrative assistant to confirm she has all our current contracts are hard copies in the office. *Pr. Jennifer* to follow-up on Wednesday.
2. Updating live stream technology: *Yamin* reports she was not able to get information. *House* communicated with *Jim Dineen* who recommended an update. *Hansen* to reach out to "Repair My WiFi" to consult with what's needed.
3. Revising Facility Usage Rules & Regulations and Facility Usage Agreement documents to include wifi password/contact person: *Yamin* - Ongoing

XII. NEW BUSINESS:

1. Incidents in the education wing: discuss re: building security: because of the breaches of the back door and supply closet, council determined that going back to the key card system & no longer use the automatic door opening feature. *Hansen* to order them.
2. *Let's Chat* forums - *Yamin* requested that the forums be moved to the 1st Sunday of each month so they coincide with the parish's monthly brunch. She thought there would be greater participation. Council approved. *Yamin* will communicate with the administrative assistant to announce the change in the worship bulletin and on the parish calendar.

XIII. NEXT CONGREGATIONAL COUNCIL MEETING: 03/14/2024 @ 6:30pm in the Community Room

XIV. SENDING PRAYER: Pr. Jennifer

XV. ADJOURNMENT: @ 8:02 - House

Opening Prayer Schedule

JANUARY	Laureen Greathouse	JULY	Ken Tsuchiyama
FEBRUARY	Steve Hansen	AUGUST	Jen Yamin
MARCH	Melissa House	SEPTEMBER	Laureen Greathouse
APRIL	Jennifer Howard	OCTOBER	Steve Hansen
MAY	Sarah Mariott	NOVEMBER	Melissa House
JUNE	Melanie Ortman	DECEMBER	Jennifer Howard