

**St. Timothy Lutheran Church
Congregation Council
10/12/2023
Meeting Minutes**

2025	2024	2023
<i>Laureen Greathouse</i> Learning	<i>Sarah Mariott</i> Hospitality	<i>Melanie Ortman</i> Youth
<i>Jennifer Howard</i> Hospitality	<i>Melissa House</i> Council President	<i>Sue Hollister</i> Worship & Music
<i>Ken Tsuchiyamia</i> Council Vice President Property	<i>Steve Hansen</i> Treasurer	
	<i>Jen Yamin</i> Council Secretary	
<i>Pr. Jennifer Michael</i>		

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: Howard, Tsuchiyama, Pr. Jennifer Michael, Marriott, House, Hansen, Yamin, Ortman

Absent: Greathouse, Hollister

Guests: Nancy Cronin, Dorothy Jones

I. CALL TO ORDER: Quorum verified, meeting called to order @ 6:34pm - House

II. OPENING PRAYER: Pr. Jennifer Michael

III. MUTUAL MINISTRY/COUNCIL/PR. JENNIFER JOINT 30 DAY REVIEW:

1. MMC submitted the *Mutual Ministry Guidelines and Expectations* document. After review, MMC will amend as discussed. MMC will submit for consideration, by 11/12/2023, verbiage for how the committee is to be addressed in STLC Bylaws.
2. Discussion of what are measurable expectations & assessment of goals for reconciliation
 - A. *Measurable expectations for Pr. Jennifer Michael:*

Expectation	How Reported
Coaching Session	Has attended 1x. Next scheduled is 10/19. All sessions will be completed by 12/31
Portico EAP (or) Other Therapy	Is pursuing but prefers not to report r/t her privacy
Pastoral Care Home/Hospital/Other Visits	To quantify on monthly Pastor's Report

Pastoral Care Phone Calls	To quantify on monthly Pastor's Report
Pastoral Care Wedding/Funeral/Other Parishioner Counseling	To quantify on monthly Pastor's Report
Physical Presence in Building Outside of Worship Services	Dedicated office hours Tu, Wed, Thu 9:00am-1:00pm with the understanding she could be called away at any time.

B. Measurable expectations for Council/Executive Committee:

Expectation	How Reported
Communication between Pr. Jennifer and Melissa House	Completed
Increasing fellowship opportunities for parish	The Hospitality Committee is implementing First Sunday of the Month Brunch to begin 11/2023.
Define Professional Leadership Committee	Ongoing - <i>Tsuchiyama</i> . Target Completion 11/12/2023
Define Mutual Ministry Committee Guidelines and Expectations	Ongoing. Target Completion 11/12/2023
In-person Parish Office Staffing	<i>Pr. Jennifer</i> to inquire if Nancy Krieg will staff on Wed, Fri 9:00-1:00. <i>Mariott</i> to schedule volunteers. Ongoing. Target Completion 11/12/2023

3. 60/90 Day Check-in Schedule:

- A. 11/09/2023 @ 6:30
- B. 12/14/2023 @ 6:30

IV. APPROVAL OF 09/14/2023 MEETING MINUTES: Motion to approve as corrected - *House*; 2nd - *Hansen* PASSES UNANIMOUSLY

V. APPROVAL OF MEETING AGENDA: Motion to accept as amended - *House*; 2nd - *Hansen* PASSES UNANIMOUSLY

VI. PASTOR'S REPORT: *Pr. Jennifer Michael* - Attached

VII. PRESIDENT'S REPORT: *House* - Oktoberfest Auction basket: still need items from some council members and monetary value of items donated. *House* to contact those council members

VIII. TREASURER'S REPORT: *Hansen* -

1. Checking balance lower than he would like
2. Church growth (endowment) fund doing good
3. Non profit brokerage acct & special funds balances are in the reports
4. Edmonson State Bank has bought out Sumner Bank & Trust. No processes has changed

5. TD Ameritrade has been bought by Schwabb. No processes has changed
6. Hansen made the council aware that monies for Oktoberfest and upcoming Haiti fundraiser is/will be(ing) kept in the filing cabinet in the locked counting room.

IX. CORRESPONDENCE: None

XI. CONSENT AGENDA ITEMS: ACCEPTED

1. Hospitality
2. Learning: *Did Not Meet*
3. Outreach: *Attached*
4. Property
5. Stewardship and Finance: *Attached*
6. Worship and Music: *Attached*
7. Youth: *Attached*

X. COMMITTEE REPORTS (OTHER):

1. Fundraising Committee: *Mariott* - Currently 50 tickets have been sold for Oktoberfest
2. Stewardship & Finance: *Hansen* - Bridget Radford has stepped down as Chairperson and is resigning from the Stewardship & Finance Committee effective 11/06/2023. The committee will be meeting 11/19/2023 to elect a new chairperson
3. Outreach Committee: *House* - Haiti fundraiser will be a trifold board envelope grab set up in the Narthex. Checks made out to Trinity Hope. This will not be counted in-house and will be sent directly to Trinity Hope.
4. Feasibility Study: *Tsuchiyama* - Congregational informational meeting to discuss Feasibility Study findings will be on 10/22. The Stewardship & Finance Committee felt the cost to have a professional campaign v. outcome is not financially advantageous. After the congregational meeting an emailed & paper survey will be sent out to parish membership. *House* to create Powerpoint with informational slides for the 10/22 meeting

XI. OLD BUSINESS:

1. Balcony Repair: *Hansen* - Property Committee has a single quote and they are having problems getting additional quotes. Council has requested a second quote so that we have multiple quotes from which to choose.
2. Fire Alarm Update: *Hansen* - Ongoing; Korse waiting on parts.
3. Nominating Committee Update: *Tsuchiyama* - 1 person agreed to run: Melanie Ortman
4. Dinner Angels Update: *Yamin* - Tammy Christopher has agreed to coordinate; *Yamin* to place in Bulletin Announcements and in the November *Tidings*.
5. Custodial Services: *House* - will sign another year-long contract with the current vendor.

XII. NEW BUSINESS:

1. Annual Reports: *Yamin* - Due no later than January 5, ~~2023~~2024.
2. Administrative Assistant Position Pay/Hours:
 - A. Motion to increase the hourly rate of the administrative assistant by 10% effective 11/01/2023 - *Yamin*; 2nd - *Tsuchiyama* PASSES UNANIMOUSLY.
 - B. Pr. Jennifer to discuss with Nancy Krieg about working onsite on Wednesdays & Fridays 9:00-1:00.
 - C. *Mariott* to coordinate volunteers on Mondays, Tuesdays and Thursdays.

XIII. NEXT CONGREGATIONAL COUNCIL MEETING: 11/09/2023 @ 6:30pm Community Room

XIV. SENDING PRAYER: *Pr. Jennifer Michael*

XV. ADJOURNMENT: @ 9:35pm - *House*

Prayer Schedule

~~Thomas Aben - January~~

~~Mary Gauerke - February~~

~~Laureen Greathouse - March~~

~~Steve Hansen - April~~

~~Sue Hollister - May~~

~~Melissa House - June~~

~~Jennifer Howard - July~~

~~Sarah Mariott - August~~

Melanie Ortman - September

Pr. Jennifer Michael - October

Jen Yamin - November

Ken Tsuchiyama - December