

Peace Lutheran Church
Council Meeting MINUTES
4/16/2025



Opening Prayer – Pastor Melissa

Call to Order - Brandon

Members Present: Vicki Koehler, Joe Kahl, Jason Swanson, Tim Pauley, Pastor Melissa Carmack, Pastor Lori Peper, Brandon Robinson

Mission Statement - “A Family of Christ, Spirit Led ~ Grace Fed.”

1. Review the Secretary’s Minutes
 - a. The minutes were approved unanimously after a motion by Vicki Koehler, seconded by Jason Swanson.
2. Review the Treasurer’s Report
 - a. The Treasurer’s Report was approved unanimously after a motion by Tim Pauley, seconded by Joe Kahl.
 - i. Benevolences are being paid as the donations are received.
 - ii. Due to the successful Capital Campaign, the church mortgage is at approximately \$101,000.
3. Ministry Reports
 - a. There was a motion by Vicki Koehler, seconded by Jason Swanson, to approve the Children, Youth, and Families (CYF) Ministry Fundraisers for 2025-2026. The motion was approved unanimously.
4. Old Business
 - a. Employee Handbook and Job Descriptions
 - i. No action was taken, as it is currently being reviewed by the Personnel Ministry Committee, with input from the pastors.
 - b. Congregational Council Handbook – Consideration and Approval
 - i. No action was taken, as some of the ministry committees are still reviewing their expectations/resolutions.
5. New Business
 - a. Staffing Model
 - i. There was discussion regarding the staffing model, which includes two administrative assistants. The job description for the administrative assistants is being reviewed by the pastors and the Personnel Ministry Committee. A job posting may be finalized in the

coming weeks. The timeline to fill the position is around June. Beyond the discussion, no action was taken.

b. Capital Campaign

- i. Congregation Celebration – There was a consensus to plan a congregation-wide celebration, once the goal is met. The Stewardship Ministry Committee may assist the Council in planning the event. No further announcements will be provided as the next update will include both the campaign status and details about the celebration.
- ii. The council will continue to encourage the congregation to fulfill their Capital Campaign Commitments, after the goal is reached. The next focus is on funding the roof replacement and the furnace replacement.
- iii. Capital Campaign Donations are placed in a Designated Fund.

6. Other

- a. The pastors are looking for congregational representation at the upcoming Synod Assembly.

7. Adjourn

- a. There was a motion to adjourn by Tim Pauley, seconded by Vicki Koehler. Motion passed unanimously.

Closing Prayer and Lord's Prayer – Pastor Lori