

Peace Lutheran Church
Council Meeting MINUTES
5/15/2025



Opening Prayer-Pastor Melissa

Call to Order-Brandon

Members Present: Vicki Koehler, Pastor Melissa Carmack, Jason Swanson, Joe Kahl,
Pastor Lori Peper, Tim Pauley and Amber Chapman

Special guest: John Haley

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 Jason Swanson, seconded by Joe Kahl
2. Review the Treasurer's Report
 - a. The Treasurer's Report was approved unanimously after a motion by Jason Swanson, seconded by Amber Chapman
 - i. The church mortgage is paid in full
3. Ministry Reports
 - a. The ministry reports were reviewed and discussed
 - b. Pastor Melissa's monthly report- Outdoor patio set
 - i. A motion to purchase patio furniture up to \$800.00 from the memorial fund was approved by Tim Pauley, seconded by Vicki Koehler
4. Old Business
 - a. Consideration and Approval of St. Peter's Cemetery Transfer to Peace Lutheran Church.
 - i. Council members have not reviewed the documents, but we support the documents that was provided.
 - ii. A motion was to approve the Consent Resolution of the Members of St Peter's Cemetery Association and the Cemetery Transfer Agreement was made by Tim Pauley, seconded by Jason Swenson. No further action is needed at this time.
 - iii. A motion was made in past, that designated individuals to sign on behalf of Peace Lutheran church in this particular transaction to be the co-chair of the cemetery committee and the president of the

Council was made by Vicki Koehler, second by Lori Peper. No further action is needed at this time

- b. Update on Employee Handbook and Job Descriptions
 - i. No action taken at this time
- c. Update on Congregational Council Handbook
 - i. No action taken at this time
- 5. New Business
 - a. Updated Staffing Model
 - i. Administrative Retirement and Transition
 - ii. Administrative Assistant Job Posting
 - b. Mortgage Burning Service and Event
 - i. Cake and supplies have been ordered
 - ii. Satisfaction has been recorded
 - c. Capital Campaign and Facilities Savings Account
 - i. Created a ledger account within the savings. Designated funds for facilities/buildings
 - d. Church Office Hours
 - i. NEW office hours will be Monday-Thursday from 8:30-4
 - e. Council Communication
 - i. Pending -Ministry Minute during Announcement
 - ii. Pending-Council update by a member once a month
- 6. Other-
 - a. Not at this time
- 7. Adjourn-

Closing Prayer- Pastor Lori Peper

Lord's Prayer