

**Peace Lutheran Church**  
**Council Meeting MINUTES**  
8/18/2025



Opening Prayer – Pastor Melissa led us in prayer.

Call to Order

Members Present: Pastor Melissa McCarthy, Pastor Lori Peper, Brar Kahl, Vicki Koehler, Jason Swanson

Visitors: Larry Carlson

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

1. Review the Secretary's Minutes
  - a. No Action Taken.
2. Review the Treasurer's Report
  - a. Motion: Tim Pauley
  - b. Second: Joe Kahl
  - c. Approved unanimously.
3. Ministry Reports
  - a. Consideration and/or Approval of any matters as they may pertain to recommendations from the Ministries
    - i. Children, Youth, and Family (CYF) Ministry shared some exciting information about their plan for Children's Church during the regular worship service.
    - ii. The consensus of the Council was supportive in CYF developing a new approach to meet the changing needs of our children in their faith journey.
  - b. Fundraisers and Calendar
    - i. There was a discussion regarding the Ministries and their requests for fundraisers.
    - ii. The Africa Mission Trip Group requested approval of the Meat Raffle(s) and Butter Braids, to be sold in November, prior to Thanksgiving.
    - iii. Motion: Pastor Melissa
    - iv. Second: Jason Swanson
    - v. Approved unanimously.
4. Old Business
  - a. Shingdig Review

- i. The event was a social and fellowship success. Thank you to all who contributed to the success of the event.
- ii. The event was also a financial success, taking in \$1367 after expenses.

b. Peace Lutheran Logo



- i.
- ii. This is the official logo. It was suggested to add “Dresser, WI” under curved at the bottom of the circle.

5. New Business

a. Cemetery Driveway Project – Larry Carlson

- i. Discussion regarding the addition a connecting driveway in the Cemetery.
- ii. The proposal was adapted to utilize one entrance, eliminating the requirement of a permit and the addition of another culvert.
- iii. There was a motion that the Council approves the recommendation of the Property Committee and Cemetery Committee to proceed with the driveway proposal, at the Cemetery fund’s expense.
  - 1. Motion: Tim Pauley
  - 2. Second: Jason Swanson
  - 3. Approved unanimously.

b. Request for Carlson SV to take on payroll/vacation hours and payroll categories added to QuickBooks, as appropriate.

- i. There was a motion for Carlson SV to routinely complete payroll/vacation hours and payroll categories as added to QuickBooks, beginning immediately. Additionally, paid time off is to be reflected on employee paychecks starting January 1, 2026.
- ii. Motion: Vicki Koehler
- iii. Second: Tim Pauley
- iv. Approved unanimously.

c. Authorization Administrator(s) for Church Portico Benefits Account(s)

- i. There was a motion to authorize Tim Pauley and Pastor Lori Peper to serve as administrators of the Church Portico Benefits Accounts and to remove Pat Adam as an administrator.

- ii. Motion: Jason Swanson
  - iii. Second: Vicki Koehler
  - iv. Approved unanimously.
- d. Authorization Administrator(s) for ELCA Endowment Fund(s)
  - i. There was a motion to authorize Pastor Melissa Carmack and Pastor Lori Peper to serve as administrators of the ELCA Endowment Fund(s) and to remove Pat Adam as an administrator.
  - ii. Motion: Vicki Koehler
  - iii. Second: Tim Pauley
  - iv. Approved unanimously.
- e. Coffee Maker Purchase
  - i. Motion to approve the purchase of the new coffee maker utilizing the designated donation fund.
    - 1. Motion: Tim Pauley
    - 2. Second: Pastor Melissa Carmack
    - 3. Approved unanimously.
- f. Employee Handbook Update
  - i. Motion to approve the updated Employee Handbook, with the noted changes. In addition, the previous Paid Time Off Policy is rescinded.
    - 1. Motion: Tim Pauley
    - 2. Second: Vicki Koehler
- 6. Other
- 7. Adjourn
  - a. Motion: Joe Kahl
  - b. Second: Jason Swanson

Lord's Prayer – Pastor Lori led us in the Lord's Prayer.