

Trinity Lutheran Church
Executive Council Minutes
April 11, 2016

The meeting was called to order at 7:05 pm by Cheri Carsten and opened with a prayer by Paul Jackson.

Quorum was established. Present at the meeting were Cheri Carsten, Paul Jackson, Linda Gold, Vicki Akin, JoLynn Baral, and Kristi Sanderson.

Minutes of March 14, 2016 meeting were distributed to Board Members and Chairs by email prior to the meeting. A motion to accept the minutes was made and seconded. The motion passed. The minutes will be posted to the church website.

Reports:

Treasurer The current Balance Sheet as of March 31, 2016 and the overall Profit & Loss Budget vs Actual Statement for July 2015 through March 2016 and break-out Profit and Loss Statements were distributed by email prior to the meeting. Vicki discussed the financials and said that she addressed Jerry Henkel's questions about variances between expenses on individual board reports and total expenses for all classes. She will also pull reports on the over and under budget items for further analysis. After review, a motion to accept the March financial reports was made and seconded. The motion passed.

Boards

The Board of Elders and Spiritual Ministries

1. Cheri reported that in their last meeting the Elders worked mostly on budget input.
2. The summer single service will begin in June. The Elders will review attendance and income at the end of June and decide if the single service should be continued through August. If continued, the mostly traditional summer service will be evaluated by the congregation using evaluation forms available at each service.
3. Confirmation will be held during the late service on May 1st. The Elders will host a reception after the service in the church narthex.
4. No movie night has been confirmed yet for April.

The Board of Financial and Stewardship Ministries

1. Vicki reviewed the budget input process and has the master budget. She will prepare the presentation document for final review at the May council meeting. The final budget and a list of specific projects that we would like to do will be presented to the congregation for approval at the Voter's Meeting on Sunday, May 22nd at 1:00 pm.
2. The quarterly financial report to the congregation will be submitted for the May newsletter.

The Board of Property Ministries

1. Kristi discussed and updated the project list.
2. Paul said that there might be grant funds available for xeriscaping at the church and school.
3. Landscaping rock was dispersed during last Saturday's clean-up day.

The Board of Education Ministries

JoLynn reported on the April meeting:

1. Early registration has begun that offers a discounted rate.
2. The school calendar for 2016-2017 was approved.
3. The BOCE operating budget will be discussed at the next meeting on May 2nd.
4. The 70 year celebration of Trinity School is coming up in September.
5. The K-8 staff contracts will be presented in May and approved in June.
6. The new language arts curriculum was approved.
7. Graduation is May 25th at 10:30 am. Two 8th graders are graduating this year. The Board discussed hosting a reception after graduation at the church.
8. The school bulletin board in the church entryway will be updated monthly.
9. Kyle Erickson is developing a sports program that will include homeschoolers.

SWOT Committee

1. Paul reviewed the Shepherd's Staff church demographics report, which is not entirely accurate. Usher's attendance numbers indicate a 20 person decline in attendance in both services from 2010 through March 2016.
2. Paul requested updated status from the Boards regarding their five-year plans as they relate to the nine SWOT goals. The Boards reported as follows:
 - 1) Diverse demographic – SWOT – in progress
 - 2) Guide youth ministry – BOCE – in progress, not finished
 - 3) Church volunteer opportunities – Stewardship – being addressed in newsletters and bulletins
 - 4) Encouragement and acknowledgement of church members – Stewardship - being addressed in newsletters and bulletins
 - 5) Volunteer and financial support of Christian education – BOCE – in progress, not finished
 - 6) Maximize use of facilities – Trustees – goal achieved
 - 7) Communication and understanding of the congregation's financial status – Finance/SWOT - goal achieved, financials reported to the congregation quarterly, budget and financials reported at the voter's meetings
 - 8) Instruct members on the principles of Biblical stewardship – Stewardship – on hold, no team, need new members
 - 9) Church priority in member's lives – Elders – being addressed
3. Paul presented a proposal regarding the Transforming Churches Network visioning process to assist the SWOT team in completing their diverse demographic goal. The visioning process would draft a vision statement for the church. Paul offered to fund the proposal. Cheri will discuss this with Pastor and the Elders for their input.

Old Business:

1. The proposed Voter's Meeting agenda will include the budget, current property projects, SWOT report, and a school update PowerPoint presentation.
2. Pastor's evaluation is almost finished. When completed, Cheri will compile the results and discuss with Pastor.

New Business:

1. An employee handbook for Trinity is being developed and written by Pam Clavir.
2. Cheri is shopping for a large, round oak table with wheels that seats 6-8 people for the narthex to facilitate fellowship. The round table will replace the plastic tables.
3. The Council will put brief notes from our monthly meetings in the newsletter going forward so the congregation will know what we are doing.
4. The Next Ad Agency church and school comment cards are now available at the school and in the church narthex. Comments received will be forwarded to the Agency for placement on Google.
5. Free copies of the 50 Plus Marketplace News publications are available in the church narthex.

There being no further business to come before the Board, the meeting adjourned at 8:25 pm.

The meeting closed with a prayer by JoLynn Baral.

The next meeting of the Executive Council will be held on May 9th at 7:00 p.m.