

**Congregation Council Meeting Minutes
June 9, 2008**

Members Present: Sandi Edgemon, Norene Erlandson, Alan Hagensen, Carl Imhoff, Bob Thompson

Ex-Officio Members: Pastor Martens

Absent / Excused: Mot Hedges, Mark Underwood, Dave Wunschel

Topic	Findings and Discussion	Conclusions, Recommendations, and Motions	Follow-up Actions
Devotion & Opening Prayer			
Approval of May 13 Congregation Council minutes		MSP – Approval of minutes	
Pastor's Report	Reviewed and discussed attendance, current financial statements, and ministry areas.		<ul style="list-style-type: none"> Pastors M – Ask Debbie to update the Foundation of Faith thermometer in the Narthex.
Old Business			
a) Property Committee Update and Needs <ul style="list-style-type: none"> Determine if the Property Committee staffing is sufficient. Discuss committee's recommendations for use. Discuss directives RLC has received from the City about how the properties can be used. 	<p>Pastor Martens presented a staff proposal to form an Adjacent Properties Task Force.</p> <p>The Council discussed its need for information to proceed with decisions on how to use the property and/or dispose of facilities to achieve long range plan objectives. Several Council members expressed the need to make more expedient progress on property use.</p>	<p>MSP – The Council approved formation of the Adjacent Properties Task Force. The entire motion is in endnote 1.</p>	<ul style="list-style-type: none"> Carl – Schedule an initial meeting with John, Debbie S., and the Council.
b) Update on the Site Development Task Force and Building Finance Committee Members			<ul style="list-style-type: none"> Carl – Contact Mot and Dave to get the results of their calls. Email the results to the Council to finalize the Site Development Task Force. Carl – If membership can be finalized before by 6/16, call a meeting of the Task Force with Pastor Martens. Pastor Martens – Provide the Site Development Task Force development information for forming

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			<p>effective teams.</p> <ul style="list-style-type: none"> • Pastor Martens – Identify recent task forces who can be resources for the Site Development Task Force.
<p>c) Highlights of current staff position responsibilities. Summaries of career aspirations / interests of RLC staff members. Discuss staff's relative strengths. Discuss findings relative to RLC staffing needs going forward.</p>	<p>Pastor Martens presented current staff responsibilities and discussed the staff's gifts, areas of interest, and development and growth opportunities. The Council will use this information to prepare for the Associate Pastor, future planning and budget input.</p>		
<p>d) Develop an assignment to draft Associate Pastor responsibilities based upon discussions above.</p>	<p>The Council outlined the following timeframe for call committee approval: July – Discuss the skills and capabilities for RLC's Assoc. Pastor. Assign Council subcommittee to draft Assoc. Pastor job responsibilities. August – Finalize Assoc. Pastor skills and responsibilities. Sept. - Identify potential call committee members. Oct. – Finalize call committee members. Congregation will vote on the call committee at Annual Meeting.</p>		
<p>New Business</p>			
<p>a) Review 2008 Planning Calendar</p>	<p>The Council discussed Council actions and events for the next 6 months.</p>		
<p>b) Information on Park Adjacent to RLC</p>	<p>Carl learned the City of Richland is assessing green space and park usage. The timing may be right to again propose purchasing the Stevens Playground property.</p>		<p>Carl - Request the Task Force explore possible acquisition of Stevens Playground on the corner of Stevens Dr. and Van Giesen.</p>
<p>Adjournment</p>		<p>Next Congregation Council Meeting: 7:00 pm July 8 in the</p>	

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		Friendship Room.	
Closing Prayer	Pastor Martens		

Endnotes

- Motion to approve formation of the Adjacent Properties Task Force – The Council
 - Approves the formation of the Adjacent Properties Task Force to supply the Congregation Council with helpful information on the use of the three recently purchased properties and the Stevens Dr. B-House. The Task Force is charged with identifying potential uses for the properties, evaluating the feasibility of all recommendations, and making recommendations to the Council for property use by October 1, 2008. This timeline will ensure that the congregation gets reliable information at the RLC annual meeting and allow for budget modifications if needed.
 - Appoints John Cagel to serve as chairman for this Task Force.
 - Allows John Cagel and Debbie Stankovich to appoint to the Task Force additional members who have interest and expertise in the areas like real estate, legal considerations, construction, city requirements, and public relations.
 - Will meet with John, Debbie, and present specific questions the Council wants the Task Force to answer.

6/9/08 Congregation Council Action Items

Action	Responsible Individual	Due Date	Status
Ask Joanne W. to send additional potential Site Development Task Force members a letter.	Pastor Martens	5/16/08	Done
Conduct follow up phone calls to additional potential Site Development Task Force members.	Bob and Mot	6/16/08	In-process
Ask Debbie S. for input on other potential members for the Building Finance Committee.	Pastor Martens	6/10/08	Done
Draft a letter to potential Building Finance Committee members.	Carl	5/30/08	Done
Conduct follow up phone calls to potential Building Finance Committee members.	Norene & Dave	6/16/08	In-process
Provide responsibilities for all of the staff positions to the Council.	Pastor Martens	6/10/08	Done
Think about the staff's strengths and weaknesses and what ministry areas that would best fit their gifts.	All	6/10/08	Done
Launch staff relations committee.	Bob & Carl	6/20/08	
Pray about the make-up for the Associate Pastor Call Committee.	All	on-going	
Ask the Property Committee to provide recommendations to the Council. Provide monthly updates on their progress.	Debbie S.	on-going	Closed due to the formation of the Adjacent Properties Task Force.
Ask Debbie S. if the Property Committee staffing sufficient	Pastor Martens	6/10/08	Done
Ask Debbie S. for directives we've received from the City and ordinances about how the	Pastor Martens	6/10/08	Done

Action	Responsible Individual	Due Date	Status
properties can be used.			
Ask Debbie to update the Foundation of Faith thermometer in the Narthex.	Pastors Martens	6/16/08	
Identify information for and work with Debbie S. on the Council Corner monthly column in <i>The Preview</i> .	Carl	6/16/08	
Contact Mot and Dave to get the results of their calls. Email the results to the Council to finalize the Site Development Task Force.	Carl	6/16/08	
If Site Development Task Force membership can be finalized by 6/16, call a meeting of the Task Force with Pastor Martens.	Carl	6/25/08	
Provide the Site Development Task Force development information for forming effective teams.	Pastor Martens	6/25/08	
Identify recent task forces that can be resources for the Site Development Task Force.	Pastor Martens		
Schedule an initial meeting with John, Debbie S., and the Council. Request the Task Force explore possible acquisition of Stevens Playground on the corner of Stevens Dr. and Van Giesen.	Carl	7/8/08	

Agenda Items for Future Council Meetings

- June – Foundation of Faith Update from Debbie S. – Pastor Martens includes this in his staff report.
- June – Update on Property Committee recommendations and discussion of City directives and ordinances for property use. – Deleting this due to the Adjacent Properties Task Force formation.
- July – Retreat planning for Nov.
- July – Annual review of bylaws & continuing resolutions.
- July - Review proposed budget. Debbie Hardman to present financial updates.
- July – Discuss the skills and capabilities for RLC's Assoc. Pastor. Assign Council subcommittee to draft Assoc. Pastor job responsibilities.
- Aug. – Finalize Assoc. Pastor skills and responsibilities.
- Sept. - Identify potential call committee members.
- Oct. – Adjacent Properties Task Force results and recommendations.
- Oct. – Finalize call committee members. Congregation will vote on the call committee at Annual Meeting.
- TBD – Decide on Communion at all services.
- TBD – Discuss attendance trends. Deleting since exploring this is now a much lower Council priority.
- TBD - Provide recommendations on appointments to the Deaf Ministry and Preschool Task Forces.