

**Congregation Council Meeting Minutes
December 11, 2007**

Members Present: Gary Weible, Alan Hagensen, Karen Clark, Mot Hedges, Jeff Sperline, Norene Erlandson, Carl Imhoff, Mark Underwood, Bob Thompson, Sandi Edgemon, Russ Warren, Dave Wunschel,

Ex-Officio Members: Pastor Martens

Absent / Excused: Debbie Hardman

Invited Guests:

Topic	Findings and Discussion	Conclusions, Recommendations, Actions, and/or Motions	Follow-up
Devotion & Opening Prayer	Pastor Martens		
Approval of minutes November 13, 2007 Mtg.		Motion/Second/Pass (MSP) - Motion to approve minutes from the Nov. 13 meeting	
Pastor's Report	Reviewed and discussed attendance, stewardship campaign results, and current financial statements.		All Council Members - Review the handout on Tentative Plans for 2008 Intercessory Prayer Emphasis
Action Items:		MSP – Motion to appoint Rich Barchet to a 2-year term on the Audit committee	
		MSP – Motion to accept Debbie Hardman's resignation as Church Secretary effective Jan. 1, 2008	
		MSP – Motion to appoint Debbie Hardman as Church Treasurer and Chair of the Finance Committee	
		MSP – Motion to appoint Sandi Edgemon as Church Secretary to complete Debbie Hardman's term for one year effective Jan. 1, 2008.	
Staff Relations Committee	Russ discussed the status of the Staff Relations Committee policy.	MSP – Motion to appoint Carol Siefken, Joel Sorensen, and Gretta Merwin to the Staff Relations	<ul style="list-style-type: none"> Russ - Distribute the redline policy draft to Council members for final comment and discuss at the Jan. Council meeting.

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	Pastor Martens recommended that the Staff Relations Committee members participate in the new Council training.	Committee.	
Update on 1517 Kimball Property	Jeff delivered RLC's offer for the 1517 Kimball property to the estate trustee. Trustee has not contacted Jeff. The trustee has not contacted Jeff to accept or decline the offer.	Russ suggested establishing a task force to address how the house and property be used.	<ul style="list-style-type: none"> • Russ and Jeff - Will follow through on the property negotiations and/or transaction. Jeff will ask Lois Harold if she has heard anything from the trustee.
Employee Handbook Update	Change language from "certified" to "commission" to be consistent with ELCA language. Added the term "professional" to vacation section. Add the vacation accumulation rate of 13.33 hrs per mo. (4 weeks) beginning with the 7 th year of employment.	MSP – Motion to amend the employee handbook as outlined in the handout.	
Property Manager Job Description		MSP – Motion to approve the Property Manager job description as amended.	
Business & Facility Manager Job Description	Loren Schmid will fill the Business and Facility Manager position temporarily on a voluntary basis.		<ul style="list-style-type: none"> • Russ will email Debbie S. a reminder to include purchasing authority in the Business & Facility Manager's job description. • Debbie S. will establish the Business & Facility Manager as a volunteer position. • Council will review the Business & Facility Manager's job description at a future meeting.
Fundraisers	Pastor Martens recommends a fundraiser to replenish funds from property purchase.		<ul style="list-style-type: none"> • Discuss at the Jan. Council Meeting or Retreat

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New Council Installation		Council Installation will be Jan. 6, 2008 at both services.	
Council Retreat	Need to have the Council retreat early in the year to proceed with implementing the LRP.		<ul style="list-style-type: none"> • Council members and Staff Relations Committee - Send weekend availability and ideas for retreat location to Pastor Martens.
Implement Long Range Plan	Task forces will be used for each item in the LRP. Have a Council discussion so those leaving the Council can provide insight to the new	Outgoing Council members will brief the new Council members. Meet Jan. 6. for lunch and briefing from Noon – 2:30 PM.	<ul style="list-style-type: none"> • All in-coming Council members – Review the LRP.
Training on Policy and Responsibilities for New Council Members		7:00 – 9:00 pm Jan. 8 at RLC. Include the Staff Relations Committee.	<ul style="list-style-type: none"> • Pastor Martens – Inform Staff Relations Committee of training time and date. • All in-coming Council members – Review the RLC Bylaws located on the RLC website.
Adjournment			
Closing	Pastor Martens	Next meeting: 7:00 pm Jan. 15 at Pastor Marten's home	