

## RICHLAND LUTHERAN CHURCH CONGREGATION COUNCIL MINUTES

December 10, 2019

**Members Present:** Diane Bonin, Janet Budzeck, Pastor Steve Ernst, Jenifer Haler, Dave Larkin, Kiane Lesser, Darrell Miles, Jeff Pilger, Valerie Silva (via skyp)

**Members Absent:** Jim Honeyman and Pastor Corey Smith

**Visitors:** Newly elected 2020 council members Fred Kremmer, member-at-large; Bill Peterson, finance officer and Sandy Steele, president, and staff members Amanda Daniels, Susie Nunamaker, Jenny Page and Lisa Wiegand

**Opening:** The regular monthly meeting of the Richland Lutheran Church Congregation Council was held on Tuesday, December 10, 2019, at 7:00 p.m. and opened by the president, Dave Larkin. Devotions and prayer were provided by Diane Bonin.

### **REPORTS:**

1. **Communications/Visitor Comments:** Pastor Steve thanked outgoing council members Dave Larkin, Darrell Miles and Jeff Pilger for their dedication to serving on the council. Those staff members who were present served treats they had prepared.

2. **Staff Reports:**

**Presidents' Report** – Dave highlighted the following tasks for 2020:

- a. Lisa will have background checks done on the new council members
- b. develop and approve a Discipline Policy
- c. rework the Scholarship Policy to fix the schedule, purpose and process
- d. develop and approve a policy/process for pastor/staff evaluations
- e. revise the Personnel Policy & Guidelines to specify what coverage staff family members are to receive
- f. establish a Long Range Plan task force
- g. consolidate unrestricted funds into a single account
- h. consolidate undesignated Scholarship funds into one account

**Lead Pastor's Report** – Pastor Steve commented on the following:

- a. taking January 13<sup>th</sup> to the 23<sup>rd</sup> off to work on his dissertation
- b. asbestos that was found in the tunnels under the sanctuary has been removed
- c. Bob Thompson will be entering the tunnels on December 15<sup>th</sup> to continue the wiring project
- d. Connections Ministry Team is working to provide a Spiritual Gifts and Passion seminar/retreat in the spring or fall of 2020
- e. the children's Advent event "One Starry Night" was successful with approximately 60% of those present not Richland Lutheran Church members

f. Trina Miles will be teaching a catechism class for children on Sunday mornings at 9:45 a.m.

g. the fall yard clean-up participants worked at three homes, one of which belonged to a lady who saw the information on the church's reader board; she sent the church a thank you note and commented it was a blessing to watch the workers enjoying one another and working together

h. Team Night will no longer take place

**Associate Pastor's Report** – In light of Pastor Corey's absence, Pastor Steve provided the following information:

a. the small booklet "The Case for Christmas" will be given to members for them to give away

b. invited council members to come at 8:00 a.m. each Sunday to pray with the pastors before worship services

c. Richland Lutheran Church provides a weekly service at Brookdale

d. "Weekend Lunches" program for Sacajawea Elementary School packed 45 lunches this kick-off week; great participation by church members

e. working to provide more service opportunities for individuals who cannot do physical labor

f. planning trip to visit the new Union Gospel Mission facility

g. the new 'invitation to communion' was well received

h. checking into an online system, Church 360 Unite, which would allow integration between the Shepherd's Staff database and the website

**Financial Report:** Jeff provided an update from last month's report and stated tithes and offerings were lower in November than they were in October. He reported the Finance Committee met to discuss the distribution of the Retreat Center funds. He stated their recommendation to the council is to distribute all of the funds designated at the congregational meeting except for the RLC Facility Life Extension Fund and to have the Retreat Center committee review and recommend to the congregation distribution of the remaining \$26,000.00.

### **ACTION ITEMS:**

**Consent Agenda:** A motion was made, seconded and passed approving the following without discussion:

1. Approve the minutes from the regular November 12, 2019, council meeting.
2. Approve the following 67 deletions from church membership: Irene Barnes; Nick, LeeAnn, Jim and Lauren Carlson; Lincoln and Angela Coffman; Kendall Conrad; Isaa, Justin and Brenna Destito; Mark Dillner; Gary and Kathy Fisher; Sherry Foreman; Todd, Leigh, Savannah and Madelaine Haynie; Stuart and Zemmie Iedema; Guy and Lori Johnson; Bob Kolowith; John Lesser; Charles MacLeod; Allen and Debbie Maier; Jennifer Makenas; Pete and Joan Mattich; Brooke Mayfield; Reagan, Rylee, TJ, Brenda and Rob Mercer; Vicki Piippo; Andy and Rachel Ribbing; Casey Rucker; Dave and Susan Schubring;

Mike and Karen Schwartz; Richard and Carole Siefken; Kyle Simpson; Ashlynn and Casey Sloughter; Jeff, Amy and Ella Sperline; Carmen Stoddard; Libby and Mike Streifel; Joe Sundal; Jean and Roland Thompson; Ruby Ulseth; William and Yvonne Venema; Kari, Tyler and Douglas Weber and Walter and Virginia Wood.

3. Approve using Everstar's rental value evaluation of \$1,030.00 per month for 2020 for 1510 Farrell (no change from 2019).
4. Approve designating \$23,500.00 as 2020 housing allowance for Pastor Ernst.
5. Approve designating \$23,000.00 as 2020 housing allowance for Pastor Smith.
6. Approve moving any positive year-end cash surplus up to the amount of \$25,000.00 from the 2019 Operating Budget to the Life Extension Fund.
7. Approve the following 4<sup>th</sup> quarter benevolences: Rebuilding Mid-Columbia (\$1,000.00), Second Harvest (\$1,500.00), Grace Clinic (\$1,000.00), Union Gospel Mission (\$2,500.00), Habitat for Humanity (\$1,000.00), You Medical (\$1,000.00), Chaplaincy Health Care (\$1,000.00), Samaritan's Purse (\$3,886.80), SIGN Fracture Care (\$1,000.00), Gather 4 Him (\$1,200.00), Liberty Christian School (\$1,000.00), My Friend's Place (\$1,000.00), Safe Harbor Support Center (\$500.00), Flourish Mid-Columbia (\$2,000.00), Hope Medical (\$1,000.00), LCMC Lutheran Disaster Assistance Fund (\$5,490.10), Global Health Ministries (\$2,000.00), Embrace Grace (\$500.00), Food for the Poor (\$2,000.00), Christmas Shoe Project (\$2,000.00), and Arnold Family – Ethnos 360 Missionaries to Mexico (\$3,000.00).

**Old Business:**

1. Reallocation within the 2020 Operating Budget – A shortfall of \$16,350.00 for staff medical benefits was discovered after a meeting with the insurance broker. To correct this discrepancy, the executive council approved budget cuts in several areas. These cuts do not change the total budget approved by the congregation.
2. Staffing Review Committee – waiting for response from individual approved at October council meeting.
3. Retreat Center Fund Committee guidance – a motion was made and seconded to have a congregational meeting sometime in February to vote on the Finance Committee's recommendation for distribution of the Retreat Center funds. After discussing the motion, it was approved. Sandy will contact Dan Jordheim to let him know of the council's decision so he can schedule a congregational meeting.

**New Business:**

1. 2019 Revised Salary Plan – a motion was made and seconded approving the revised plan. With no discussion, the motion passed.

2. Scholarship Committee – a motion was made and seconded approving Julie Gearhard for a three year term (2020-2022). With no discussion, the motion passed. Dave will notify Ms. Gearhard of her acceptance.
3. Financial Audit Committee – council suggested outgoing committee member Rich Olson be contacted to see if he would consider serving another term. Jenifer volunteered to give him a call.
4. Foundation Board – a motion was made and seconded approving the names of five individuals to be submitted to the board for consideration. After discussing the motion, it passed.
5. MALT assignments for 2020 – Sandy passed out copies of the MALT team descriptions and asked each council member to designate their first and second choice and return the completed paper to her.

**CLOSING:**

Dave adjourned the meeting at 8:45 p.m. Council members joined hands to close with the Lord's Prayer.

**INFORMATION ITEMS:**

1. Council Action List: PREVIEW article and council devotions for January – Jenifer.
2. Executive Committee meeting on Monday, January 6, 2020 at 5:00 p.m. and the regular council meeting on Tuesday, January 14, 2020 at 7:00 p.m.
3. New member's potluck on January 11, 2020 at 6:00 p.m. – council encouraged to attend
4. Council/Staff Retreat – Friday, January 24<sup>th</sup> at 7:00 p.m. and Saturday, January 25<sup>th</sup> beginning at 8:30 a.m. and ending at 2:00 p.m.
5. Council commissioning on Sunday, January 26<sup>th</sup> – council members asked to attend all three services
6. Conflict Resolution Workshop – Saturday, February 22<sup>nd</sup> beginning at 9:00 a.m. and ending at 2:00 p.m. led by Reverend Perry Fruhling with LCMC at Richland Lutheran Church. Pastor Fruhling will preach at all services on Sunday, February 23<sup>rd</sup>.
7. Pancake dinner on Tuesday, January 25<sup>th</sup> beginning at 6:00 p.m.
8. Soup supper on Sunday, March 29<sup>th</sup> beginning at 6:00 p.m.

Respectfully submitted by Council Secretary Janet R. Budzeck