

## RICHLAND LUTHERAN CHURCH CONGREGATION COUNCIL MINUTES

December 11, 2018

**Members Present:** Janet Budzeck, Pastor Steve Ernst, Jenifer Haler, Dave Larkin, Todd Maier, Darrell Miles, Jeff Pilger, Andy Ribbing, Pastor Corey Smith and Ted Stuenkel

**Absent:** Tom Pitkin

**Visitors:** Dave Brown and Larry Haler, representatives from the Adjacent Property Ministry Team, and Diane Bonin, Jim Honeyman, Kiane Lesser and Val Silva, new council members effective January, 2019

**Opening:** The regular monthly meeting of the Richland Lutheran Church Congregation Council was held on Tuesday, December 11, 2018, at 7:00 p.m. and opened by the president, Dave Larkin. Devotions and prayer were provided by Andy Ribbing.

### **REPORTS:**

1. **Communications/Visitor Comments:** Larry Haler passed out copies of a cost graph and an income/expense statement pertaining to the property at 1513 Kimble. He reported that an analysis had been done on the house and multiple problems were found, such as outdated wiring, mold, unsafe stairs to the basement and gaps in the main level flooring where you can see the basement. Larry recommended that if Richland Lutheran Church wants to continue to lease this property that they have a company come in and do an analysis of what needs to be repaired at what cost. Jeff suggested obtaining an estimate to demolish the building. Dave commented that future actions would be to find out: (a) when the lease for 1515 Kimball expires, (b) what the cost would be to demolish the structure, (c) what the cost would be to make the needed repairs and (d) who owns the items being stored in the house and remove them. Larry offered to obtain an estimate to demolish the building and contact Dave with his findings.
2. **Presidents Report:** Dave reviewed his report and invited council members to attend the meeting with Northwest CPA at the church on Wednesday, December 19<sup>th</sup> from 11:00 a.m. to 1:00 p.m.
3. **Staff Reports:**  
Lead Pastor's Report – Pastor Steve commented on the following:
  - Annual reviews are nearly completed and will be submitted to the Executive Committee in January, 2019
  - Health care premiums and co-pays have increased, but remain within the 10% approved by church council.
  - For the Washington State Family & Medical Leave, .26% will be deducted from employee's salaries beginning in January, 2019 as required by law.

- Rich Barchet with the Property Ministry Team will contact Campbell and Co. in January to begin the work of installing a new fan coil in the chapel to handle heating and cooling problems.

Associate Pastor's Report – Pastor Corey commented on the Grief Share ministry and the new Visual Arts Ministry Team's 'early' concept for the RLC history time line for the hallway.

4. **Financial Report:** Jeff reviewed the report and responded to questions asked by council members.

#### **ACTION ITEMS:**

##### **Consent Agenda:**

A motion was made, seconded and passed unanimously approving the following without discussion:

1. Council meeting minutes for November 13, 2018
2. Free will offering on Sunday, December 13<sup>th</sup> to cover the speaker's travel and time costs for the Healing Ministry Seminar
3. Setting the rental value of the parsonage for 2019 at \$1,030.00 per month (plus \$30.00)
4. Setting Pastor Ernst's Housing Allowance for 2019 at \$23,500.00
5. Setting Pastor Corey's Housing Allowance for 2019 at \$23,000.00

##### **Old Business:**

1. Scholarship Funds progress report: Todd stated the scholarship recipients have been notified and the committee continues their efforts to contact donors to obtain their approval for the funds to be consolidated into one scholarship account.
2. RLC Investment portfolio: Dave provided a copy of the individual stocks chart he put together, which reflected a loss of 8.66% from the beginning of the year to the end of November. A motion was made, seconded and passed approving the request that the words "within thirty (30) days" be added to the Gift Acceptance policy. The revised Gift Acceptance policy shall read: "Richland Lutheran Church shall accept publicly traded securities. Richland Lutheran Church shall sell such securities within thirty (30) days." A motion was then made, seconded and passed approving the Finance Ministry Team work with the Wells Fargo representative James Utz to sell the individuals stocks donated to Richland Lutheran Church and make appropriate reinvestment of those stocks within thirty (30) days. Jenifer suggested the Biblical Stewardship Committee review the finance handbook to make sure it reflects policy requirements.

3. A motion was made, seconded and passed approving the 2017 Financial Audit Report and approved specific responses to their recommendations.
4. A motion was made, seconded and passed approving the newly formed Visual Arts Ministry Team moving forward with the RLC History Ministry Timeline wall display.
5. After discussing funding sources to pay for the new parking lot paving, a motion was made, seconded and passed approving use of an unrestricted gift given to RLC to pay for this expenditure.

**New Business:**

1. A motion was made, seconded and passed approving extending the employment of Susan Miller as the interim organist through March 31, 2019.
2. To fill Ed Simonen's vacancy, a motion was made, seconded and passed approving Jim Honeyman as a council member-at-large from January, 2019 to the 2019 Annual meeting.
3. Recommendations were made for Foundation Board candidates.
4. After reviewing the Membership Change list, a motion was made, seconded and passed approving the recommended list of deletions from the RLC membership roster.

**INFORMATION ITEMS:**

Dave passed out copies of the 2019 MALT team's membership list and a council action list.

**CLOSING:**

Dave adjourned the meeting at 9:23 p.m. and council members joined hands to close with the Lord's Prayer.

Respectfully submitted by Council Secretary Janet R. Budzeck