

RICHLAND LUTHERAN CHURCH  
CONGREGATION COUNCIL MINUTES  
March 9, 2021

Members Present: Sandy Steele, Joel Sorensen, Bill Peterson, Valerie Silva, Kristen Imhoff, Jan Leitz, Jeanne Dillner, Fred Kremmer and Diane Bonin.

**Members Absent:** Pastor Steve Ernst

**Visitor:** Russ Warren

**Opening:** The regular monthly meeting of the Richland Lutheran Church Congregation Council was held on Tuesday, March 9, 2021 at 7:00 p.m. via 'Zoom' due to the Corona Virus pandemic quarantine and opened by the president, Sandy Steele. Devotions and prayer were provided by Bill.

**Visitor Comments:** Russ Warren, who served on the Facilities Strategic Plan committee several years ago, discussed the team's plan. The plan developed was a three-year plus process. He reviewed the plan, the justifications for the recommendations given, and encouraged the Council to first determine ministry needs before revisiting the FSP.

**Staff Reports:**

1. **President's Report:** Sandy reported that the Staff Compensation Committee has been activated in February. Please keep the committee members in prayer.
2. **Lead Pastor's Report:** No report as Pastor was absent from meeting.
3. **Financial Report:** Bill remarked on the following-
4. **Income Statement Budget vs. Actual-** we are doing well, as expenses are under budgeted amount. February Total Income was \$87,274.98; Expenses \$54,776.93; Budget was \$57,495.00; For the year (Jan-Feb) net income is \$168,846.41 as we have the PPP monies included as other income.

**Consent Agenda:**

A motion was made to accept the consent agenda items without discussion by Val and seconded by Kristen. The items were approved.

1. **Approve regular Council Meeting Minutes – February 9, 2021**
2. **Approve Karen Filipy as Audit Committee member to complete remainder of Rich Olsen's term (2021-2022)**
3. **Approve Two Easter Sunday Worship Services – 8:00 a.m. and 10:00 a.m.**
4. **Approve Boy Scouts Fundraisers for 2021**

**Old Business:**

1. **75<sup>th</sup> Anniversary planning Status-** Kristen reported that the committee is planning on a big event either the last week of September (September 24-26) or first week of October (October 1-3), as a backup date. A service and dinner is being planned, with a theme of Let Your Light Shine. The committee is discussing sending out a save the date notice in late spring.
2. **Approve responses to RLC 2019 Audit report recommendations-** A motion was made by Bill and seconded by Diane, and Council's responses to the 2019 audit report recommendations were approved.
3. **Identify candidates for Finance Committee (2)-** Bill indicated Gary Weible has agreed to continue on the committee. Jan stated that Erlan Leitz has declined at this time but is willing to serve at a future date. John Umbarger is assisting informally. Bill will ask Jeff Pilger if he would be willing to service on this committee.

### **New Business:**

1. **Approval of changes to RLC's Gesa Credit Union Checking and Savings Account-**A Motion was made by Jeanne, seconded by Joel and approved by Council for the following changes to RLC's Gesa Credit Union Checking and Savings Accounts:
  - a. Account Owner/Manager: Remove David L. Larkin; Add Sandra L. Steele
  - b. Check Signers: Remove David L. Larkin, Loren C. Schmid, Doris Barchet,
  - c. Add Amanda Daniels as emergency check signer in case of unavailability of a signer
  - d. Authorized Check Signers: Sandra L. Steele, Nancy Ballard, Amanda Daniels, Gary Weible
  - e. Miscellaneous: Jenny Page designated alternate check writer in event of Lisa Wiegand's unavailability; an alternate to manage accounts payable and payroll in event of Lisa Wiegand's unavailability to be determined by staff
2. **Approve 1<sup>st</sup> quarter benevolence gifts of \$13,464.75 for LCMC NW District and \$9,000 for LCMC National-** A motion was made by Fred, seconded by Bill, and approved by Council for the benevolence gift.
3. **Review Adjacent Properties Policy – Fred Kremmer/Kristen Imhoff-**Fred and Kristen recommended that policy be sent to the MALT to be re-written, or combined with another policy, since the only adjacent property that is left is the parsonage. They will send it to the Biblical Stewardship MALT.
4. **Review Benevolence Policy – Joel Sorensen/Jan Leitz-** Joel and Jan stated no changes were needed to this policy.
5. **Review Soul Care Policy – Diane Bonin/Val Silva-** Diane and Val recommended sending this policy to the MALT concerning the section dealing with sabbatical leave. The time frame of 3 months is too short of time between pastor's sabbaticals, and the eligibility of the time between sabbaticals may need to be clarified. It will be sent to the Spiritual Growth MALT.
6. **Review Church Staff Employment – Sandy Steele/Diane Bonin-** Sandy and Diane recommended deletion of this policy since the information is covered in the constitution and by-laws. A motion was made by Joel, seconded by Diane. Motion carried, and policy deleted.

7. **Review Common Consent Agenda – Diane Bonin/Val Silva-** Val and Diane determined no changes were needed in the policy but noted that: any member can request that the item can be removed off the consent agenda list if they feel further discussion may be needed, and that the consent agenda items must be received by the council members at least 5 days in advance of the meeting. No action was taken on this policy.
8. **Review Internal Audit Policy – Bill Peterson/Jeanne Dillner-** Bill and Jeanne determined that no action was needed on the policy, however, the RLC Internal Audit Checklist was modified as needed.

**Information Items:**

1. Preview Article due to Kelly – Bill Peterson March 15; Kristen April 15
2. Scholarship Policy – Prayer and discernment period
3. Policy Review April 13 – Council Self Governance, Council/Staff Relations, Executive Limitations, Facility Maintenance & Modification, Facilities Use
4. March MALT Meetings: Worship 3/25 @ 11:30a; Spiritual Growth 3/25 @ 9:00a; Christian Services 3/23 @ 5:30p; Biblical Stewardship 3/22 @ 1:30p

**Adjourn:**

The meeting was closed with The Lord's Prayer at 8:40 pm.

Respectfully submitted by Council Secretary Diane K. Hahm Bonin