

Our Redeemer's Lutheran Church
Annual Meeting Minutes
Sunday, January 29, 2023

1. Meeting called to order by Karen Zahn at 10:16 AM (Quorum of 25 voting members present)
2. Prayer by Pastor Beth Macha
3. Approval of Agenda
 - a. Motion of approval by Cheryl Kruschke; seconded by Roy Lawrenz
4. Approval of minutes from Sunday, October 16, 2022 3rd Quarterly Meeting
 - a. Motion made by Jack Rabe to approve agenda with additions; seconded by Earl Macha; motion carried
5. Reading of Mission Statement: "Living in God's grace, we walk by faith and not by sight"
6. Constitution Ratification Vote
 - a. Discussed changes suggested by Synod Constitution Review Committee
 - i. Bylaw C5.04.01 Change the word "delegate" to "voting members"
 1. Currently reads: "Delegates to the synod and conference meetings may be selected by the Church Council."
 2. Change would read: "Voting members to the synod and conference meetings may be selected by the Church Council."
 3. Update would be in line with newest Model Constitution
 - ii. Bylaw C8.04.02 Conflicting Loyalties be removed all together.
 1. Reads: "Ceremonies or events associated with organizations that conflict with the congregation's Christian mission and ministry are not permitted in the church or on the church premises of this congregation."
 2. Removing this would also bring our Constitution/Bylaws up to date with the newest Model Constitution
 - b. Maddy Holmes made a motion to ratify our January 30, 2022 Constitution & Bylaws with the suggested changes made by Synod Constitution Review Committee; seconded by Patty Stabbe
 - i. Hand vote= 25 yes; 0 no; 0 abstain
7. Approval of Financial Reports: General, Improvement, and Memorial
 - a. Audit committee report
 - i. On January 24th Lora Houska, Jeanette Kootaka, Kathy Lawrenz, & Nancy Macha met to go over books
 1. General, Education, Improvement, Memorial, Women of the Church
 - ii. Lora made the suggestion that we should look more closely at who we have willing to help go over the books
 1. Less of a conflict of interest if more than just 3 Slang girls, as they are treasurers on 3 different church committees
 - a. Lucky Nancy was available to go over books with them
 - b. 2022 year end reports (Printed in Annual Report)
 - i. Hand vote= 25 approve; 0 no; 0 abstain
 - c. Proposed budget for 2023 (Printed in Annual Report)
 - i. Minor mistake on Pastor's benefit pointed out and correction given to congregation by Nancy Macha, Church Treasurer
 - ii. Motion was made by Maddy Holmes and seconded by Erika Schindel to accept the 2023 proposed budget.

- iii.
 - 1. Ballot vote= 24 yes; 0 no; 1 abstain
- d. Set aside Dollars proposal for HVAC & Lighting
 - i. These funds could be pulled back out of funds if needed elsewhere
 - ii. \$10,000 will be set aside again this year for the HVAC
 - 1. Ours is aging and may have a major breakdown before we are able to upgrade our system
 - 2. Will be a meeting on February 5th after church will HVAC rep to go over our options and to familiarize ourselves with our system
 - iii. \$2000 will be set aside for lighting
 - 1. Someone came in to the church to inspect what we can do with our current system
 - 2. May need to make major or minor updates
 - 3. Planning to do any updates in stages/sections of church; not all at once
 - iv. Lora Houska made a motion to approve the set aside dollars proposed; Maddy Holmes seconded
 - 1. Ballot vote= 24 yes; 0 no; 1 abstain
- 8. Pastor's Report
 - a. What it means to her to be a ¾ time call
 - i. During her interview process she expressed to the call committee she would still very much like to preach 4 Sundays a month
 - ii. The call committee suggested extra vacation days instead including 6 Sundays (42 total vacation days)
 - iii. She also still works part time at Festival Foods
 - b. Call committee specifically tasked Pastor to bring back children's sermons and lay visits to shut ins
 - i. Has had 3 volunteers from council to be shut in visit team
 - 1. Would like a couple more
 - c. Call committee has also tasked Pastor with assisting in conflict among members
 - i. She has been counseling some members on these prior conflicts
 - ii. Will also be hosting a retreat for new council to work together better and into the future
 - d. Working to update contact information and membership list with the help of Beverly Hicks
 - e. Should we continue to purchase or print our own bulletins?
 - i. Currently we have to purchase 100 bulletins at \$.10 per bulletin; only can purchase in packs of 50; need approximately 75 per week
 - ii. Could print our own in black and white only
 - 1. Would allow for: only print what is needed; Pastor could do a worship series
 - 2. Would not make extra work for Christy as she could do a lot of copy & paste
 - iii. We do still have through the summer to finish out our current series of bulletins
 - iv. Earl Macha made a motion to finish the balance of our current bulletins and try to print our own then for the rest of 2023 and review next annual meeting; seconded by Jack Rabe
 - 1. Hand vote: 25 yes; 0 no; 0 abstain
- 9. President's Report
 - a. We are so blessed to have Pastor Beth joining us near the end of last year
 - b. We are coming back into our own since Covid has kept us apart after 2 years
 - i. Members are returning to church
 - ii. Committees are beginning to meet more often

10. Committees:

- a. Building & Improvement: Submitted by Karen Zahn
 - i. Things completed:
 1. AED purchase & training
 2. Additional electrical meter placed in mechanical room to track our usage
 3. Received bid for accordion divider in large classroom for \$9890.00
 - a. Committee decided due to cost that movable dividers are fine for now
 4. Vendor inspectors should now make an appointment with the church before just showing up
 5. Added another member to committee
 6. A work order procedure
 - a. Form to complete requesting something that needs repairs or concern regarding the buildings
 - b. Form found by mailboxes or secretary office window
 - c. Once filled out place in container next to forms
 - d. Will help us better track what is needed & costs
 7. Key box number changed on doors
 8. Carpet & upholstery cleaned
 9. Doorbell installed at East door per Pastor Beth's request
 - ii. Projects in progress:
 1. A supply purchase procedure
 - a. One person purchasing & ordering most items to provide consistency
 2. Kitchen stove replacement
 3. Evaluation of the outside church sign to improve lighting
 4. Safety maintenance
 - a. East entry cement slab not draining water away from building
 - i. Bid was receiver to put a grate in front of door that would drain to a buried container nearby
 5. Storage room cleaning & organizing
 - a. Needs to be done with multiple committees working together
 - b. Table in front of electrical panel needs to be relocated
 6. Review of work checklist & ongoing maintenance
 - iii. Plans for new year:
 1. HVAC educational meeting
 - a. Afterwards BMI committee looking for volunteers to work on a subcommittee to look for recommendations to update current commercial system
 2. Electricity use reduction
 - a. Consultant meeting with committee to work on lighting changes
 3. Black top retarring on east parking lot
- b. Constitution/Policy: Submitted by Jack Rabe
 - i. Our constitution & bylaws was approved by the East Central WI Synod
 1. They have a few proposed changes to ratify then it is officially in effect
 - ii. Policies & Procedures manual was reviewed & council is working diligently with

Christy to get their recommendations in writing sent to the committee for review

- c. Decorating: Submitted by Karen Zahn
 - i. Main focus has been the Narthex the past 2 years
 - ii. Covid slowed delivery & been an issue for everyone
 - 1. Still waiting on delivery of furniture from 2 vendors purchased from
 - iii. Kiosk is still on list for improvement or changes
 - iv. Designated funds paid for changes to Narthex furniture
 - v. Last meeting in fall of 2022 looked at all the spaces in church
 - 1. Currently have black boards dividing large classroom
 - 2. Storage room could be improved for meetings
 - a. A divider, sound blocking quilts on the wall, and extension of an air duct are easily done
 - 3. Moving history safe & cabinet out of large classroom into storage room an option
 - 4. Moving large shelving into storage building an option after all committees look at what is needed to stay inside church
 - 5. Many options could be considered to help with classroom space
 - vi. Pews are on the minds of some congregational members
 - 1. Some members are opposed to doing anything with pews until we fill them up on Sundays more consistently
 - 2. Future discussion item
- d. Education: Submitted by Cheryl Kruschke
 - i. Met on an as needed basis to communicate with Sunday school teachers, plan for VBS, budget planning, etc
 - ii. Hunter Kuchenbecker was confirmed
 - iii. VBS was held in June
 - 1. The theme was The Lord's Prayer
 - 2. Enrollment down from pre-pandemic levels
 - 3. Students still enjoyed the program
 - iv. Afton Smith received her bible during VBS
 - v. Jennifer Jandt is currently teaching 4 k and kindergarten students
 - 1. Has 4 students in her class & along with a parent assistant each week
 - vi. Kayla Zahn is teaching the 2 students in 1st & 2nd grade class
 - vii. Linda Blazek has 3 students in 5th & 6th grade class
 - viii. Pastor Beth is teaching confirmation & currently has 4 students in their 2nd year of confirmation
 - ix. Maddy Holmes wrote, produced, & directed the Christmas program this year with the help of many others to make it a success
- e. Evangelism:
 - i. No report submitted
- f. History:
 - i. No report submitted
- g. Landscape: Submitted by BJ Douglas
 - i. Completed spring & fall cleaning of beds, trimming trees & shrubs, & added new perennials to beds
 - ii. Accepted the donation of a new lawnmower
 - 1. Old mower was returned to original donor
 - iii. Accepted a donation of an angel statue from Diane Rivard in memory of her mother Esther Hougaard
 - iv. Kayla Zahn proposed raised vegetable beds as a Sunday School service project &

has since become the chairperson of that project

1. Along with her father, Peter Steffel & husband Sam Zahn & Earl & Nancy Macha who donated equipment & material to get the project started
- v. Now looking into replacing playground equipment
- h. Long Range Plan:
 - i. Began meeting early in 2022
 - ii. Determined 5 focus areas
 1. Worship
 2. Christian Education
 3. Social Ministry
 4. Stewardship
 5. Buildings & Grounds
 - iii. Surveys were sent out regarding these topics & in late September the committee began holding listening sessions
 - iv. Plan to continue to reach out to members & retrieve more data & ideas from the congregation & committees in 2023
- i. Memorial: Submitted by Carol Suring
 - i. Memorial committee received money in memory of or in honor of the following
 1. Memory of:
 - a. Neva Hodge Lemorande, Dick Krueger, Judy Petersen, Esther Hougaard, Stuart Rivard, Bette Olson, Zachary Zahn, Carmen Anderson, Helen Madsen, & Richard Yahr
 2. In honor of:
 - a. Karen Zahn & Dora Slang
 - ii. The following items were purchased using memorial funds in 2022:
 1. AED & supplies given in memory of Randal Zahn & SaJen Kootaka
 2. Website development given in memory of Orvil Slang & SaJen Kootaka
 3. TV, Blu-ray player & surge suppressor given in memory of Judy Petersen
 4. TV stand given in memory of Judy Petersen & Ethel Ankerson
 5. Two banners given in memory of Ethel Ankerson
 - iii. Memorial book in the library has this information and more
 1. Please check it out
 2. Becky has been working hard to keep it up to date
- j. Men's Group:
 - i. Have had to change their meeting from a local restaurant midweek to the 1st Sunday of the month after church
 1. Working great for attendance & participation
 2. Able to brainstorm new ideas & activities
 - ii. Hosted Valentine's & Christmas Parties at Romy's once again in 2022
- k. Stewardship:
 - i. No report
 - ii. Need volunteers for this committee for 2023
- l. Women of Our Redeemer's: Submitted by Cheryl Kruschke
 - i. Resumed most activities in 2022
 - ii. Two ongoing projects
 1. Weekend backpack program
 2. Hygiene project which was new in 2022
 - iii. Sponsored a Kringle bake in April rather than Aebleskive
 1. Was very successful for first year
 - iv. Able to host Mother Daughter banquet in May once again

- v. 7 women went on a trip to visit Alice's Garden in Milwaukee
- vi. Collected school supplies for underprivileged children in Suring school district
- vii. 6 women went to Imago Dei for a 1 day retreat
- viii. Sent our 22 quilts & 66 health kits were sent out in October
- ix. Hosted the 9th annual cookie walk
- x. Sent cheer boxes to shut ins around Christmas

m. Worship & Music:

- i. First part of 2022 we worked with Pastor Mai
- ii. Completed the year with welcoming back Pastor Beth Macha
- iii. Have done a few things to make members feel welcome coming back to OR
 - 1. Disposable communion cups at chancel; gluten free wafers
 - 2. Noisy offering plate & general offering plate remain at entrance of sanctuary
 - 3. Looking into healing services on the 5th Sunday of month
 - 4. Accepting cranberry hymnals from Incarnation Church of Green Bay
 - 5. Have council bring question of printing our own bulletins or continue to purchase from 1517
 - a. If we print our own message it will correspond with the sermon
 - 6. Maddy Holmes taking care of candles & Kathy Lawrenz taking care of communion
 - 7. New mic purchased for Pastor to use
 - 8. Start scheduling helpers for Sundays
 - 9. Committee will continue to work with Pastor Beth to make her job easier

n. Any other committee report: NONE

11. Old Business

- a. What is being posted on website
 - i. Discussion had at November council meeting
 - ii. Decision made to post all minutes/reports without financials
 - iii. Send minutes, reports, & events to Carol Suring
 - iv. Discussion of donations being posted was brought back up & tabled for quarterly meeting by Maddy Holmes & Erika Schindel
 - 1. Hand vote: 23 yes; 0 no; 2 abstain

12. New Business

- a. Procedure for persons to open church; special services, funerals, weddings, etc.
 - i. Discussion had about who was best choice & ushers were brought up
 - ii. Earl Macha made a motion that an usher open church on Sunday mornings around 8 am; seconded by Dora
 - 1. Hand vote: 24 yes; 0 no; 1 abstain
 - iii. Closing of the church was then brought to attention
 - 1. Motion made by Roy Lawrenz that the last person or persons leaving church on Sunday should be sure that all lights are off & doors locked; seconded by Maddy Holmes
 - 2. Hand vote: 24 yes; 0 no; 1 abstain
 - iv. For special services, funerals, weddings, etc. a council member will volunteer to open & close the church
 - 1. A verbal agreement was made to stick to this plan
- b. Aebleskive
 - i. It takes everyone's help!

1. We don't have enough people
 2. Interest may or may not be there to attend
 - ii. Dora Slang made a motion to leave up to the Women of the Church to decide whether or not to hold Aebleskive; Jack Rabe seconded
 1. Hand vote: 8 yes; 14 no; 3 abstain
 - iii. Beverly Hicks made a motion to have a vote on whether we should host Aebleskive this year, yes or no; seconded by Byron Kruschke
 1. Ballot vote: 4 yes; 20 no; 1 abstain
 - c. Election of council & constitution/policy committee members
 - i. Nomination committee of Lora Houska & Dora Slang nominate:
 1. Diane Rivard & Kathy Kostrova for Constitution & Policy Committee
 2. Roy Lawrenz & Greg Stabbe for Church Council
 - ii. Votes by ballot: (Majority vote will be elected anything greater than 50% of 25 here today)
 1. Diane & Kathy both had 22 votes (New constitution & policy members) 88% of vote
 2. Greg had 23 votes (New council member) 92% of vote
 3. Roy had 13 votes (New council member) 52% of vote
13. Additions
- a. Evening bible study
 - i. Kayla Zahn has stepped down from assisting with evening bible studies as she needs time for herself & family
 - ii. Roy Lawrenz made a motion to table the topic of evening bible study to next quarterly meeting; Seconded by Earl Macha
 1. Hand vote: 24 yes; 0 no; 1 abstain
 - b. Office computer
 - i. Had lots of issues
 - ii. Our original computer consultant passed away
 - iii. New computer consultant was able to come in & work on office computer
 1. Able to remove things not needed & speed up & get back to working order
 - iv. We will not be needing a new computer at this time
 - c. Maintenance person for church
 - i. Currently maintenance of church is as follows:
 1. Grass = Men's Group
 2. Inside of building = BMI committee, Jerry Frey, Greg Stabbe brought on to assist Jerry
 3. Snow = currently shoveling by Greg (laid up with broken ankle); Earl has been bringing his snow blower
 - ii. A reminder that if you see something that needs to have maintenance or a repair done; please fill out a work order in church office
14. Adjourn with Lord's Prayer
- a. Roy Lawrenz made a motion to adjourn; Marcia Wagner seconded

NOTE: These minutes are in final form now that they have been approved by the congregation at the 1st Quarterly Meeting on Sunday, April 16, 2023.

Respectfully submitted by Kayla Zahn