

Our Redeemer's Lutheran Church
Quarterly Meeting Minutes
Sunday, July 16, 2023

1. **Call meeting to order** at 10:20 am by council president Karen Zahn
 - a. There is a quorum of 25 members present today
2. **Opening prayer led by** Pastor Beth Macha; Thank you for doing so without prior notice
3. **Approval of Agenda**
 - a. Fred Mai made a motion to approve the agenda; seconded by Roy Lawrenz; motion carried
4. **Approval of Minutes from 1st Quarterly Meeting on Sunday, April 16, 2023**
 - a. Roy Lawrenz moved to approve the 1st quarterly minutes without any changes; seconded by Ear Macha; motion carried
5. **Approval of Financial Reports**
 - a. Cheryl Kruschke made a motion to approve of the financial reports until audit; seconded by Greg Staabe; motion carried
 - b. Donations made by the church this quarter:
 - i. Synod Assembly: \$10.00
 - ii. World Hunger: \$1500.00
 - iii. Easter (Nurse's Nook): \$385.00
 - iv. Lent (Fuel Assistance): \$945.00
 - v. Care-Share Food Pantry: \$550.00
 - vi. Crossways Camp: \$300.00
 - vii. Oconto County Sheriff's K9 Unit: \$204.00
 - viii. Total Benevolence Donations: \$3,894.00
6. **Pastor's Report**
 - a. Has been a settled pastor for 10 months at Our Redeemer's
 - i. She has enjoyed the $\frac{3}{4}$ time schedule with an unusual arrangement
 1. She has more vacation time in lieu of taking a Sunday off each month
 - a. Testing the waters on 1 Sunday per month this summer
 - b. Continuing to work for Festival Foods part time
 - i. Is unavailable for a few hours during those work hours
 1. Returns texts and calls after she is done at Festival
 - c. During calendar year:

- i. Brought back healing services on the 5th Sunday (if there is one)
 - ii. Returned to Holy Communion at the “rail,” passing the offering plate, and sharing the peace
 - iii. Received a number of ELW hymnals from Incarnation Lutheran Church in Green Bay when they closed
 - 1. Were dedicated in may
- d. Completed confirmation class in May and looking forward to confirmation in the fall
 - i. Will be meeting on Sundays again during Sunday School hour
 - 1. Like meeting at this time as then Pastor does not have to make sure there is another adult in the building
 - a. This is in accordance with the congregation’s Child Safety Policy
 - 2. This means Pastor will be UNAVAILABLE to attend meetings that happen Sunday morning
 - a. Cannot give input on issues discussed during these meetings
 - b. Do not expect her opinion when she has not been a part of the discussion
- e. Excited about doing some special occasion unique and fun worship services
 - i. 1st one is Sunday of Labor Day (September 3)
 - 1. Calling “Blessed Work Sunday”
 - 2. Everyone who comes to worship that Sunday is invited to bring in an item that represents their career or wear their uniform
 - 3. Those who are retired, bring something that represented their career or represents what they do now (hobby or how they volunteer their time)
 - 4. Will be a liturgy for blessing of the hands during worship service
- f. Have been conflicts within the congregation that she has tried to help people work through
 - i. Some of these are from the past prior to Pastor and other stem from issues in the past

1. For this it is best to get beyond them (As Sam Zahn would say "Let it go!"....I hear this a LOT)
- ii. Other conflicts are from the lack of communication between people and committees
 1. NEED to WORK on our COMMUNICATION
- g. Biggest disappointment is the lack of people stepping forward to help with shut-in visits
 - i. Pastor's understanding during her interview process was that the process of putting a group together was happening and would be in place for her day 1
 1. That was not the case
 2. Nothing had been done
 - ii. In November, Pastor started asking for volunteers to help with visitations
 1. The very few people who did talk to her were very nonchalant about it
 2. She has still not been able to put together a group to assist her
 - a. Means shut-ins only getting 3 to 4 visits per year

7. President's Report

- a. Communication
 - i. Has seen our communication deteriorate and become ineffective
 - ii. We all need to strive harder to talk with one another especially inter-committee communications
 - iii. Need to all meetings on the office calendar
 - iv. All meeting minutes should be sent to church secretary (Christy), council secretary (Kayla), and website posting (Carol Suring)
 1. If you need any of their emails, please contact one of the council members
 2. Do this as soon as possible after meetings
 - a. By third Friday to Christy to be in the Spirit
 3. Quarterly meeting reports need to be to the Council secretary and Church secretary by the 1st Friday of each Quarter
 - a. 2nd quarterly meeting deadline: July 8 at 9 am
 - i. All reports sent after this deadline are NOT included in the quarterly meeting packet!!
 - b. 3rd quarterly meeting deadline: October 6
- b. Church Directory
 - i. Mortell will be taking pictures at the church Thursday, September 21 from 2 pm to 7 pm and Friday, September 22 from 2 pm to 7 pm
 - ii. IF YOU ARE UNABLE TO MAKE THESE DATES: you can make

- iii. an appointment to get your photos done at the Mortell Studio
 - iii. *Something to think about: They will take pictures of pets also, so we need to decide whether or not we want to include pets in directory photos*
 - c. Church Office Secretary
 - i. Christy will be resigning on October 5th
 - ii. Council will be reviewing current job description
 - iii. The plan is to begin advertising in August
 - iv. We are seeking candidates from both the church membership and outside the church

8. Committee Reports

- a. A motion was made by Byron Kruschke and seconded by Jack Rabe to receive the committee reports in the meeting packets; motion carried
- b. Building, Maintenance, Improvement**
 - i. Pastor Beth asked about pews, as she has heard some discussion about them
 - 1. Explanation given that yes we have designated funds, however not being pursued because many members feel we should fill the pews first
 - ii. Cement contractor met with some members to discuss the suggestion to resolve drainage issue on east side entrance
 - 1. Estimate was given to put in a grate about 12 inches from doorway
 - 2. Grate would drain into a 50 gallon barrel buried under corner of flower bed on northeast side
 - 3. Committee is communicating with landscape committee on the developments of this project
 - 4. At least another bid is needed at this time
 - iii. HVAC subcommittee has began meeting & was given information BMI committee has gathered thus far
 - 1. Goal of committee to have answers & a plan by budget formation in November
 - iv. Lighting information was shared with everyone
 - 1. Now committee is talking about safety & upgrading our emergency exit lighting
 - v. Kitchen stoves are installed & follow up needs to be done in regards to the ignitors
 - 1. Karen made a note that the pilot is always on, so the gas is currently shut off
 - vi. Flagpole repairs require a lift
 - 1. A light to shine on flag was discussed
 - 2. Replacement of pulley & entire rope system needed
 - 3. While lift is on grounds also need to do maintenance on parking lot lights & kitchen vent on roof

- vii. Exterior siding is needed new paint in some areas
 - 1. Need to find out the product & color used with previous paint job
- viii. Will not be calling for dumpster pickup until it is needed
 - 1. A fee is charged when pick up happens
- ix. Church now has a snowblower
 - 1. It is kept in storage building & has electric start, single stage with good snow throwing capability
 - 2. Was able to purchase for a reduced price & came in under allotted amount in original motion
- x. Met on June 8th
- xi. HVAC red pump that distributes hot water for the air makeup system and input for in-floor has been shut off
 - 1. It was squealing
 - 2. Will be evaluated/repaired during preventative maintenance visit
- xii. A water sample will be collected to check water supply
- xiii. Culligan will be asked to leave bill in mechanical room
- xiv. All bills need to have a copy made and placed in mechanical room
 - 1. Helps to manage budget
- xv. Looking at getting another bid for bug and rodent removal services
- xvi. Should another door be added to the sanctuary?
- xvii. Seeking a second bid for east entry cement work
- xviii. HVAC consultant came to look at system
 - 1. Has not provided any written feedback
- xix. Greg Stabbe taking over as as maintenance person for the church

c. Constitution & Policy

- i. Working on scheduling a meeting

d. Decorating

- i. Erika Schindel accepted chair-person ship of the Decorating Committee.
- ii. The plaque with all the former Pastor's names & dates serving our Church, is now located to the right of the east Church entrance doors.
- iii. The flowered couch in the library was given away with no replacement needed.
- iv. We need to freshen the kiosk look.

e. Education

- i. The children completed Sunday school for the spring semester.
- ii. Jennifer Jandt and Linda Blazek have stepped down as teachers.
 - 1. We are grateful for their dedication to the children.
- iii. Third and sixth grade teachers are needed for the fall.

- iv. On June 4 we celebrated the confirmation of Cressida Blazek, Patience Kussow, Moira Wirtz and Veronica Wirtz.
- v. VBS was held June 12-14 with the all church picnic on June 15.
 - 1. We had a construction theme.
 - 2. The children learned the importance of a strong foundation, living humbly, building up others and living in harmony.
 - 3. They shared what they learned in a presentation prior to the picnic.
 - 4. We had a great group of teachers, assistants and helpers who worked well together and made VBS a success.

f. Evangelism & Stewardship

- i. Council made a motion in March to have a committee formed using the Time & Talent sheets
- ii. Those interested in joining the committee met for the first time on June 6, 2023
- iii. A committee was formed and made up of:
 - 1. Roy Lawrenz - Chairperson
 - 2. Kayla Zahn - Secretary
 - 3. Maddy Holmes - Member
 - 4. Ken Holmes - Member
 - 5. Pastor Beth Macha
- iv. The committee briefly perused the policy and procedure documents for both evangelism and stewardship committees
 - 1. We felt combining them was the best option rather than keeping them separate
- v. Next we brainstormed topics that we thought would build evangelism and stewardship in our congregation
- vi. We had our second meeting on June 27, 2023 where we narrowed our list down a bit to things we would like to focus on at the moment
 - 1. We also did some future planning
- vii. Scheduled our next meeting for Tuesday, July 11, 2023 at 4:30 pm in the church library
 - 1. Please come and join us we have so many ideas and would love to build on this energy

g. HVAC (BMI Sub-committee)

- i. Held their first meeting on May 10th
- ii. Roy Lawrenz chair and Byron Kruschke secretary
- iii. Discussion on how to evaluate current system
 - 1. Contact OEC & WPS for input on cost of various means of heating & cooling
- iv. Discussion on the process of selecting various providers and challenges with current system

- v. Met with Dennis Diedrick of Foreman Heating and Ventilating, Inc of Green Bay on May 12
 - 1. They have installed systems at over 20 churches in northeast WI and service Bellin Health and HSHS locations
 - 2. Reviewed our system and recommended:
 - a. Two Versatec units that supply heat for the in floor system be replaced with gas fired boilers for cost savings
 - i. Currently heated with electricity at a reduced rate, not cost efficient
 - b. Current motorized water pump (red) is failing, replace with direct drive pump for longer life
 - i. Current unit also mounted incorrectly contributing to premature failure
 - c. Toured attic area where heat pumps located for geothermal
 - i. Options discussed for replacement and problems with removal and installation
 - d. Noise of blower system in sanctuary was addressed
 - i. Suggested to run prior to service and shut off during service
 - 1. Churches exempt from air exchange requirements
 - ii. New units would be quieter
 - e. Discovered that heating vents in front of the church are placed in wrong direction, results in some areas of altar and pulpit being cold
 - i. Can be corrected in house with use of lift to gain access
 - 3. Foreman willing to furnish quotes for various upgrade and service our location

h. Landscape

- i. Only met April 23 during this past quarter
 - 1. Discussed solution to the water issue at main entrance
 - 2. Did spring cleanup of beds May 7
 - 3. Plans made to update playground equipment
 - a. Replaced beam, added a swing, added a climbing rope, replaced slide, and miscellaneous additions to fort
 - 4. Progress with raised garden beds

5. Fire pit purchased
6. Expenditures for playground equipment update and fire pit covered by memorial committee
7. Additional workdays to do project to address water issue at main entrance
8. Hose racks and shelves installed in shed for storage of equipment
9. 3rd faucet located behind a large shrub that makes watering an easier task
10. Maintenance continues with the beds being watered more this year, weed control, and mulching needing to be done

i. Long Range

- i. Released their report to the congregation after their final meeting on Monday, April 17, 2023
- ii. Please see Roy Lawrenz if you did not receive a copy of this document for review

j. Memorial

- i. Financial report included in meeting packet, but not to be published in minutes

k. Men's Group

- i. No report submitted prior to Saturday, July 8th 9 am deadline

l. Women of Our Redeemer's

- i. Erika Schindel to chair Splash Program—an early childhood ministry—faith resources for families with young children, ages birth to 3 years.
- ii. A fire quilt was given to a local family, who had total destruction of their trailer-home.
- iii. Period Poverty Ministry continues with products given to two local library's & to the Shawano Domestic Abuse Center.
- iv. The 80th Mother/Daughter Banquet was a sit-down meal, served by the Men's Group & a program regarding the Shawano County Barn Quilts was enjoyed.
 1. 44 folks attended & 7 men served.
- v. \$25.00 as a Funeral Memorial, was given to the Homme Youth & Family Program in Wittenberg WI, for Lisa Demerath, Juanita Mai, & Donna Albert.
- vi. 5 women volunteered at the Care Share Food Pantry in Gillett WI.

m. Worship & Music

- i. We've gone back to a pre-pandemic service.

1. Need people to step up to volunteer for reading, communion assistants, ushers, and greeters.
- ii. We have the licenses we actually need for church service and to stream it on Facebook.
 1. We also had some great explanations regarding what we can and cannot do.
 2. It was advised that all music be reported a month in advance to make sure we have the appropriate license for the individual songs.
- iii. We have new hymnals and dedicated them.
 1. We are using them as much as possible right now to become familiar with them.
- iv. We talked about what we could do in the summer for special services.
 1. Fun plans for Labor Day with people bringing in items to place by the altar that appropriately represent their work. Potluck to follow, simply bring a dish to pass.
- n. Any other committee report

9. Old Business

- a. None 😊

10. New Business

- a. Worship Committee & Council Recommendation for Christmas Eve Service
 - i. Discussed and explained the recommendation to congregation prior to motion and voting
 - ii. Roy Lawrenz made a motion to accept the worship committee and council's recommendation for no morning service on Sunday, December 24, 2023, but to have the two evening services at 4 and 7 pm, with no services held on Monday, December 25, 2023; BJ Douglas seconded; motion carried with a 24 yes votes to 1 no vote
- b. FEMA Security Grant (Please Review Info Attached Prior to Meeting)
 - i. A sheet explaining the details of the grant and the process was included in the meeting packet
 - ii. Some discussion to clarify items were asked
 - iii. A motion by Corinne Roscoe to apply for this grant was made; seconded by Jack Rabe; motion carried with 24 yes votes, and 1 abstain
- c. Doors Being Left Propped Open
 - i. A note that we need to be diligent about propping the doors open and then closing them immediately after we are done

1. We have had snakes in the building along with bugs and little rodents
- d. Policy & Procedures
 - i. Chairs have a copy and are asked to review with their committees and send any changes to Council and Constitution and Policy committee
 - ii. Jack Rabe asked to have put into the policies that a copy of the council minutes be given to committee chairs
 1. Mailed, mailboxes, or email
- e. Colored dots (all colors) on items identified in shed to get rid of, if you disagree place a check mark and initials on dot if you'd want to keep them
 - i. Storage Building Item Review
 1. We needed clarification on how it was going to work, here is what Roy said:
 - a. Goals:
 - i. To review what is stored in the storage building.
 - ii. To have every member, or committee help decide what items are discarded.
 - b. Plan:
 - i. Colored "dot" stickers will be placed on items to be discarded.
 - ii. Any stickered items anyone wants kept , can be checked , and then by adding their name on the sticker. This will keep the item in the storage building & available for use.
 - iii. Any items discarded, can be bid on by an interested member by giving a written statement to a council member.
 - ii. Maddy Holmes made a motion to have the review of items in the storage shed done by September 1; Kathy Lawrenz seconded; motion carried 25 yes, 0 no
 - iii. Need a copy of this please contact either Karen Zahn or Kayla Zahn

11. Additions to Agenda

- a. None 😊

12. Adjourn with Lord's Prayer

- a. Greg Staabe made a motion to adjourn the meeting a 11:05 am!!!!; Roy Lawrenz seconded; motion carried

NOTE: These minutes are in draft form until there are corrections made and approved at the next council meeting. Respectfully written and submitted by Kayla Zahn, council secretary.