<u>NOTE</u>: These meeting notes have been approved at the following Council meeting.

Our Redeemer's Lutheran Congregation Council Meeting Notes (Final)

18 June 2024

✓ Indicates an information item
 ❖ Indicates an item requiring action

Members present: Ken Holmes, Lora Houska, Roy Lawrenz, Pastor Beth Macha, Earl Macha, Erika Schindel, Greg Stabbe, Lowell Suring, and Karen Zahn.

Members absent: None

Guests: Nancy Macha

Agenda items:

- ✤ Karen Zahn convened the meeting at 5:55 PM
- ✓ Opening devotions/prayer
 - Devotions and prayer were led by Ken Holmes based on Proverbs 14:4 Reflection on change and team work are needed for progress.
 - o July devotions/prayer will be led by Lowell Suring.
- ✤ Agenda review and repair
 - 1. Roy Lawrenz made a motion to accept the agenda as amended, seconded by Lora Houska; the motion was passed unanimously.
- ♦ Review, (revise), and accept meeting notes from 14 May 2024 and 2 June 2024.
 - 1. A motion was made by Earl Macha and seconded by Ken Holmes to accept the meeting notes from 14 May 2024 as printed and 2 June 2024 as amended. The motion was passed unanimously.
- ✤ Approval of the financial reports (until audited)
 - 1. A motion was made by Erika Schindel and seconded by Greg Stabbe to accept the financial reports of the General, Memorial, and Blessing Basket funds as presented. The motion was passed unanimously. The Improvement financial report is reviewed quarterly.
 - 2. Monthly benevolence donations
 - ELCA World Hunger \$500
 - Lutheran Social Services \$200
 - Synod Assembly \$100
- ✓ President's report Karen Zahn
 - 1. We received a thank you note and contribution from Sue Erzinger in recognition of the Congregation granting her request to use the Fellowship Hall for a baby shower.
- ✓ Pastor's report Pastor Beth Macha
 - 1. See attached written report.

- 2. There will be a memorial service for Jennifer Jandt on 7 July 2024, after the Worship Service. The Funeral Committee will be asked to make arrangements for the reception after the service.
- ✤ Committee reports
 - 1. Blessing Basket
 - The financial report was received and accepted
 - 2. Building and Improvement/HVAC Sub-committee Report received
 - The concrete work in front of the church will be done in July. A settlement check has been received from the insurance company to cover the wind damage to the siding on the church building. Contractors will be contacted for estimates to repair the damage.
 - 3. Constitution (a written report was not received)
 - 4. Decorating
 - Mark Glander has finished working on refurbishing the kiosk. It has been moved back to the church.
 - 5. Education (a written report was not received)
 - 6. Evangelism/Stewardship
 - Animal cutouts for the Labor Day float will be completed over the next month. A project night will be scheduled in August to paint the cutouts.
 - 7. Landscape (a written report was not received)
 - 8. Memorial (financial report received and accepted)
 - 9. Men's Group Roy Lawrenz
 - The Men's Group is planning events for the summer (pancake breakfast on 30 June, a Congregation-wide BBQ at Dick Lamberg's on 18 July, attending the car races at the Wisconsin International Raceway in Kaukauna on 25 July, attending a Wisconsin Timber Rattlers baseball game in Appleton).
 - Thursday morning breakfast meetings are continuing.
 - 10. Women of Our Redeemer's
 - The Women's Group did not meet in June.
- Old Business
 - 1. Office Secretary position hiring process.
 - Ken Holmes made a motion to hire Judy Olejniczak for the Office Secretary
 position upon receiving her completed application form. The motion was
 seconded by Roy Lawrenz. Her work schedule will be flexible. Members of the
 Congregation that wish to meet with the Office Secretary should send her an
 email to schedule a meeting. The motion was passed unanimously.
 - 2. Scheduled rotation for opening devotions/prayer

- A calendar will be filled out in July.
- 3. Quarterly meeting.
 - The full agenda for the quarterly meeting on 21 July will be completed at the 9 July Council meeting.
 - Approval of the new bulletin covers will be included on the agenda.
- 4. Council social get-together.
 - Earl Macha will pick an evening for the Council social get-together.
- New Business (and added agenda items)
 - 1. Vinyl banners
 - Erika Schindel recommended that the Congregation acquire large vinyl banners suitable for advertising (e.g., outdoor bake sales) to increase our visibility in the community. Earl Macha made a motion to approve purchasing vinyl banners; the motion was seconded by Roy Lawrenz. The motion was passed unanimously.
 - 2. Lutheran disaster relief'
 - We received a request from the ELCA for contributions to disaster relief. Roy Lawrenz made a motion, seconded by Lora Houska, to receive a special offering from the Congregation for disaster relief within the United States. The motion was passed unanimously.
 - 3. Security
 - Vendors are required to make an appointment for working at the church or completing an inspection. This includes, but is not limited to, fire inspectors, Culligan representatives, HVAC contractors, Department of Natural Resources personnel (water and well inspections), and others hired to work on site. Vendors will be met at the door by a member of the Congregation (usually Earl Macha or Karen Zahn) and escorted throughout the building as they complete their service call. This is to ensure that we maintain a secure building and that we are actually receiving the services we are paying for.
 - We need to have a policy on issuing and retrieving keys and issuing and revising the key code.
 - We need to begin a discussion on installation of security cameras in the church building and on the church grounds.
 - 4. Added agenda items
 - Certificate of Deposit (CD)
 - The current CD matures in July. We will split the current CD and invest in 2, or more, smaller CDs.
 - Have ushers responsible for setting up and running the streaming of the worship services.

- It was determined, after discussion that we will continue to operate as we currently are. The Worship and Music Committee will continue to work on identifying volunteers to set up and run the streaming of the worship services
- ✓ The next Council meeting is scheduled for 9 July 2024 at 6:00 PM
- Erika Schindel moved and Greg Stabbe seconded a motion to adjourn at 8:03 PM. President Karen Zahn declared the meeting adjourned.
- ✤ The meeting ended with recital of the Lord's Prayer.

Respectfully submitted: Lowell Suring Council Secretary

<u>Report from Rev. Beth Macha</u> <u>May 12 – June 16, 2024</u>

Narrative Information for Council:

- I attended the Mother-Daughter banquet on May 11.
- I took part in the Memorial Day event at Hickory Cemetery.
- We have had 6 applicants for the office secretary position so far.
- I attended VBS for the first two evenings.
- I taught an impromptu First Communion class on Sunday, June 16 for Afton & Xavier.

For Council Review/Action:

• WE NEED TO MAKE SURE THAT THE BULLETINS COVERS VOTE IS ADDED TO THE JULY QUARTERLY MEETING.

Goals for the Next Month:

- I am planning to do a sermon series in the summer on the different parts of the liturgy (such as the history of the kyrie and why we share the peace) so I am working on that
- Get an office secretary hired

Statistics:

Meetings with one or more staff	3	
Meetings with Committees/Leaders	3	
Denominational/Area Clergy Meetings	0	
Pastoral Contacts	14	
(Office visits, Hospital visits, Home or Shut-in Visits, Counseling, Premarital, Funeral Planning, etc.)		
Funerals/Graveside Services	0	
Weddings/Vow Renewals	0	
Baptisms	0	
Classes Taught/Bible Studies led.	1 (First Communion class)	
Lectionary/Text Study Group attended	0	
Worship Services led 5 (including S'more worship)		

Vacation:

Taken This Month	14 days
Taken Year to Date	23 days
Remaining this Year	19 days (42 total days for the year)
Upcoming Vacation Planned:	

• July 15-18, 2024

• August 15-20, 2024

Continuing Education:

Taken This Month:Inspired to Thrive on May 14 in Brookfield (it's FREE)Year to Date:Inspired to Thrive on May 14 in Brookfield (it's FREE)Upcoming Planned Cont. Ed. Events:None