

Good Shepherd Lutheran Church

Church Council Meeting Minutes - ***DRAFT***

Monday, December 19, 2022 – 7 PM Fellowship Hall

CALL MEETING TO ORDER

The regular meeting of the Good Shepherd Lutheran Church (GSLC) Council was called to order at 7:06 PM on December 19, 2022, by Kristi Buchholz, Council President.

Present: Pastor Jeremy Serrano, Kristi Buchholz, Candace Bradley, Mike Henry, Sue Hertless, Anessa Hileman (Treasurer), Renee Reis

Excused: Scott Etzel

DEVOTIONS AND OPENING PRAYER – Pastor Jeremy Serrano RECOGNITIONS

o Scott Etzel recognized Dana Deniston and the Friends Feeding Friends (FFF) volunteers for their ongoing service to the community with FFF programs distributing food, clothing, and furnishings to those in need.

o Sue Hertless recognized and thanks Marcia Sander, Reyanne Freeman, Sherry Chaplin, Jon Moss, and Anessa Hileman for stepping up and into the Finance Committee.

o Mike Henry recognized Rich Hertless for his excellent work on the Fellowship Hall (FH) fascia painting that completed the roof project.

o Renee Reis recognized and thanks Rich Hertless for bringing his truck to the Fireside Room and hauling things to the dump.

CORRESPONDENCE – Candace reported we received a request for donation from Mt. Cross Ministries for their ongoing services, and we received a request for donation from the Bay Area Crisis Nursery (BACN) for their ongoing services in our community.

OLD BUSINESS

o Approval of Minutes

MOTION made by Sue Hertless to accept the November 14, 2022 Council Minutes; seconded by Kristi Buchholz; motion passed.

MOTION made by Renee Reis to accept the December 14, 2022, Special Church Council Meeting Minutes, discussing finances and budgeting; seconded by Mike Henry; motion passed.

NEW BUSINESS

Committee Reports

Please see the individual committee reports; if any questions, see Council Secretary. Some additional discussion occurred on the following topics:

Finance – Kristi said we saw all of the current financials at the last budget meeting. Candace said Marcia's current spreadsheet shows an approximate \$15,000 deficit. Pastor Jeremy said we were going to show that amount as investment income because that is what the council and finance team decided on.

Evangelism – Sue Hertless

o Sue reported we sent four pizzas to Tony Rogelstad's Brentwood Ace Hardware store to thank employees for their recycling efforts and donations for our sister parish, Resurrection Lutheran Church. This helps with recycling and sending income to El Salvador.

Pastor Jeremy asked Sue to write a paragraph about this program and he will include it in the weekly e-blast.

Please see Sue's report at the end of these Minutes for further information.

Property and Long-Range Planning – Mike Henry

o Mike inquired of Council when we can expect to get Mortensen Roofing paid off for the FH reroofing project. Kristi said she will follow up with Vanguard to inquire about the progress. To bring Anessa up to date, Pastor Jeremy told her the story of the payments for the roofing project.

o Mike asked if there is any update on potential donors within the congregation who can help pay the \$6,125 Bel Air invoice for repair work on the Sanctuary heater. Sue said a parishioner has committed donations of \$8,000 to the kitchen remodel project and \$2,000 to FFF. Mike said he will talk with Scott about the upcoming kitchen remodel and how FFF will do the food ministry in another location during the remodel. Pastor Jeremy said he would discuss this with Dana. Mike thinks the kitchen will be rendered useless for potentially eight weeks during the remodel. Renee said the big refrigerator may temporarily need to be removed from the kitchen, and be moved back in after the remodel. Pastor Jeremy suggested we invite Dana to the January

meeting to discuss logistics. Sue said she would ask the Lesh Foundation about a grant for the kitchen remodel.

o Mike said he would like to give a gift or compensation to Rich Hertless for his work on the facia painting on the FH. Pastor Jeremy suggested a gift card paid for from the Pastoral Discretionary Fund. Pastor said Rich saved us \$3,000 on the project.

MOTION made by Mike Henry to provide a \$100 gift card to Rich Hertless for his painting; seconded by Kristi Buchholz; 1 abstention; motion passed.

Kristi asked if we got final approval on the roof; Mike said Mortensen wants to be in the loop on the final approval.

Please see Mike's report at the end of these Minutes for further information.

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Social Ministry – Scott Etzel

Please see Scott's report at the end of these Minutes for further information.

Worship and Music – Pastor Jeremy reported church will begin at 10:30 AM the next two Sundays.

Discussion Items

o **Appoint Treasurer** – Anessa shared with Council a little about her history. She explained her degrees and background. She has been at Good Shepherd for four years. She was in awe at the first Easter she came to Good Shepherd and saw the balloons and butterflies in the sanctuary.

MOTION made by Kristi Buchholz to appoint Anessa Hileman as our new Treasurer; seconded by Sue Hertless; motion passed. Anessa will attend Council meetings but has no vote. Anessa will talk with Pastor Jeremy about her duties, and call Marcia Sander for her input.

o **Staff Salaries/Pastoral Compensation** – Kristi said due to our financial situation, Pastor Jeremy is not expecting a raise.

MOTION made by Sue Hertless that, in our July Council meeting and our December Council meeting 2023, we look at whether we are in the black or the red. If we are in the black, we would look at the guidelines for the Synod that say how much money Pastor should have gotten this year, and then chip away at giving him some kind of an increase in salary so that we are not faced in 2024 with a huge guideline from the Synod; seconded by Renee Reis; discussion – Pastor Jeremy explained the clergy Synod breakdown. Kristi asked if we approve this, would we be encumbering the Council six months down the road? Pastor Jeremy said he thinks we can change the budget by 3 percent by Council vote, that it is within the Council's purview to do so. Kristi said we would have to amend the budget in July with X amount per pay period to be paid

each month until the end of the year. Pastor Jeremy said at the Annual Congregational meeting we can ask for approval to follow through with Sue's motion. Pastor said in excess of 5% we would need an additional meeting to ask for that dollar amount. Candace suggested we have the pastoral evaluation early in 2023; A discussion was had regarding whether pastoral evaluations should be tied to compensation. 2 abstentions; motion passed.

o **Sabbatical Audit Team** – Kristi explained Candace's request to have a Sabbatical Audit Team go over Pastor Jeremy's sabbatical receipts. Pastor said he is working on them now, and we have until next summer to submit his expenses.

o **El Salvador Scholarship Fund** – Sue said for two years we have been collecting donations for the El Salvador fund, and in January she wired \$10,000 to the Lutheran Synod in

El Salvador for 28 children to receive scholarships. She would like to make GSLC a place where anyone who wants to give to El Salvador can give to GSLC, and the monies will be disbursed through us. She would like Council's approval before she publishes anything. Pastor Jeremy said we should get Susan Metzger involved so that she could regularly give statements to those people who donate. Sue said people could just send their money to us and we send it down.

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MOTION made by Sue Hertless that Good Shepherd become the depository for funds to be held for the scholarship fund for the El Salvador schools in Apopo; then transferred to

El Salvador; seconded by Kristi Buchholz; discussion – Kristi wanted to know if formalities are required; is it different from FFF; why do we need a motion; and will this remain in our budget under our control? Pastor Jeremy said it should be a line item in our budget, that this is the sole purpose for this money, just like FFF. Kristi asked if there is a report generated at the end of the year for totals of giving? Sue said it is \$360/year or \$30/month for these scholarships; motion passed.

OLD BUSINESS

o **Bookkeeper** – Pastor Jeremy passed out copies of reports from St. Matthew's bookkeeper, using a program called Shelby, a program tailored to churches. Discussion about moving our bookkeeping to St. Matthew's bookkeeper in January. Anessa asked if it is a month-to-month basis - yes, it is. Pastor Jeremy said this is a benefit of using church-based software. Pastor said we will not have a license for this program, we will log into it and see everything.

MOTION made by Kristi Buchholz that, as of January 1, 2023, we begin the process to transfer all bookkeeping services over to the St. Matthew's bookkeeper, taking 40 hours to set it up, with the goal of completing the transition by February 1, 2023; seconded by

Sue Hertless; 1 nay; motion passed.

o **Budget for 2023 – MOTION** made by Renee Reis to approve the 2023 budget presented by the Finance Committee and share with the congregation; seconded by Mike Henry; discussion – Pastor Jeremy was asked to print copies of the budget and place in the narthex, and to send the budget in the weekly e-blast; motion passed.

o **Council for 2023** – Kristi is going off Council in 2023, and Greg Buchholz is coming on in 2023.

ADJOURNMENT

MOTION made by Kristi Buchholz to adjourn; seconded by Renee Reis; motion passed, and meeting was adjourned at 9:04 PM.

Date of next regular Council meeting – Tuesday, January 10, 2023, 7 PM Minutes respectfully submitted by,

Candace Bradley, Council Secretary Good Shepherd Lutheran Church

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Continuing Agenda Items/Action Items:

- ➤ **Action Item:** We will add goal setting to a summertime Council agenda.
- ➤ **Continuing Agenda Item:** Research to see if Council members can be on the Executive Committee and the Mutual Ministry Committee concurrently. We will investigate and revisit next month.
- ➤ **Continuing Agenda Item:** Pastoral Review – draft ready for Council's review (September 2022 meeting).
- ➤ **Begin to develop goals for next year** – on hold
- ➤ **Council for 2023** – Kristi will be going off Council in January, and Greg Buchholz will be coming on.

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