

Immanuel Lutheran Church Council

Thursday February 21st, 2019

Present: Steve VanHooser, Tony Smith, Heather Horazuk, Donna Kriesel, Dianne Elsenpeter, Tammie Walker, Michael Saterbak, Dan Lofgren, Jerome DeMars, Sue VanHooser, Pastor Paul, Pam Zentner, Dale Mueller, Pat Gustafson, Amanda Noaeill

Call to Order: Meeting called to order at 6:30 pm

Devotions: Jerome, Donna in March

Election of officers: Dan Lofgren-president, Michael Saterbak-vice president, Secretary-Amanda Noaeill, Treasurer-Heather Horazuk.

Approval of agenda: Motion to approve agenda-Jerome, seconded by Dan

Audit report: Dale Mueller fully reviewed audit report draft.

1. There was discussion regarding having a start and end date for the reconciliation reports; going forward a full month report will be generated every month.
2. There was clarification regarding putting money raised from a fundraiser directly into that account and then transferring it if needed
3. Discussion regarding who shall be required to be aware of the sexual harassment policy; reviewed current policy and will discuss again at a future meeting.
4. Motion to accept the audit report made by Donna; seconded by Michael.

Review of Board Reports and council minutes: Motion to accept the council minutes and facility board minutes by Heather; seconded by Donna. No meeting in February for youth/family, mission and outreach, and worship/congregational life.

Pastor's Report: Review of the many pastoral acts including workshops and heart to heart rehearsals and performances. A leadership retreat is coming in March.

Youth Director's Report: Now have an Instagram account for outreach, a canoe weekend is being planned, and VBS planning is underway. Twitter will be coming. We have new kids coming to WOW and joining Sunday school!!

Financial report: \$4700 in checking not counting unpaid bills. All bills, insurance, and staff are paid up to date. The general fund offering is down compared to last year.

Old Business:

1. Salter: purchase for \$210 from the undesignated memorials; memorial already received. A motion was made by Dianne and seconded by Jerome.
2. Script funding: Tammie Walker would like to become the coordinator for this program. Purchase of cards for 700+ different vendors and Immanuel would get monetary rewards. Money raised will go to the general fund; 90%; an 10% to community outreach. Tammie will send out more information via email. Motion made by Heather to initiate the program and the monies earned

will go in a designated savings account. The council will review this in six months and reevaluate how to disperse the funds.

New Business:

1. Bookkeeper position: Retain Joe Hasse as contract bookkeeper at \$15/hour for six hours per week. This will be reviewed again in six months. A motion was made by Amanda; seconded by Michael.
2. Principal only savings account: Per recommendation of the finance committee, close this account; it will be accounted for in the designated savings/checking account. A motion was made by Michael; seconded by Donna.
3. Checking account: per recommendation of the finance committee the savings account will become a checking account to avoid multiple transfers and potential mistakes. There will be a general checking account and a designated checking account. Joe will be the primary user of the bill pay system. The treasurer will put together a process for bill pay and oversight; this motion was made by Heather and seconded by Donna.
4. Bank account updates: authorize new signatories for all accounts including Bremer Bank and Edward Jones. A motion was made by Jerome to replace Steve VanHooser and Tammie Walker with Dan Lofgren and Heather Horazuk as the new signatories; seconded by Dianne.
5. Facility use request: Mille Lacs County master gardeners' group in October; motion made by Dan and seconded by Donna
6. Board assignments:
 - a. Mission and outreach-Donna,
 - b. Youth and Family-Amanda, Pam
 - c. Worship and Congregational life-Tony, Michael will join stewardship team
 - d. Facility and Property-Dianne
7. Installation of council members: March 17, 2019 at 9:00. Shirley, Michael, Pam
8. Boys choir: A free will offering will be taken. The expenses will be \$1350 to the choir, in addition to paying the sound technician and a meal for sixty. Any additional proceeds will go to the general fund.
9. Vacancy: the council is searching for a voting member, who has been a member for at least one year, to fill the one year vacancy.

Next meeting is March 21, 2019. April's meeting will be the 11th.

Adjourn at 8:50 PM

Lord's Prayer