

Bethany Lutheran Church Council Meeting

Mission: We INVITE all; We GROW in Faith; We GO to share God's love and grace

MINUTES from: Monday, May 8, 2023 (prepared by Wanda Bock)

COUNCIL MEMBERS: P= Present A=Absent Z=Zoom

Jodi Babineau-P	Jack Berkseth-P	Wanda Bock-P	Pat McCann-P
Bill Evans-P	Ted Hakala-P	Bun Hanson-P	Tammy Lundquist-P
Audrey Kusilek-P	Dave Myre-P	Tammy Roberg-P	
Mike Diercks-P	Mackenzie Narins-A		

STAFF MEMBERS:Pastor Arthur

PREPARATION:

Devotions: Jodi led devotions with "Empty Out the Negative" by Joel Osteen.

Sharing Joys and Concerns.

Pastor Arthur offered an opening prayer.

Approval of the Agenda: Motion to approve the agenda. BH/MD. Motion passes.

Approval of Council Minutes April 17, 2023: Motion to approve minutes. TH/JB. Discussion. Pat notes that next council and exec meeting dates are reversed. Wanda will amend. Motion carries as amended.

Financial Reports: Wendy sent out an update on the financials for March. Amanda and Wendy are working on April financials. More info to come.

OLD BUSINESS

Staffing recommendations from ETC:

1. Custodian/Cleaner: ETC and the executive committee are recommending changing the cleaner position held by Lee Shores from temporary to permanent. She will work 18 hours per week and report to Pastor Arthur. Amy has worked with Lee to come up with weekly/daily cleaning schedules. Motion to approve. TH/DM. Much discussion regarding overall staffing needs and goals. Going off topic it was noted that the wording of #3 under skills on the financial director job description might need to be softened up. It states "Has theology and values as recognized by the ELCA that are in harmony with the congregation's mission, vision and values. Suggestions were made and it was suggested to change to "Is supportive of theology and values as recognized by our church's mission". Another suggested edit was changing the word insure to ensure on #1 under skills. These amendments to the finance position will be voted on later in the meeting. Current motion passes.
2. Temp Administrative Assistant: We have worked with Manpower to hire Cleina Harvey (Cece) as a Temporary Administrative Assistant. We are able to hire her permanently after 90 days if she proves to be a good fit. There is a \$500 fee to buy out her contract. Motion to approve temporary administrative assistant position. DM/TL. Motion passes.

3. Director of Finance: ETC is recommending we hire a part-time (20 hr/week) in-house person to do accounts payable and Shelby entries, etc. Passing this would give Deb Slagstad the authority to post this job. Motion to approve Director of Finance with suggested amendments noted earlier in this meeting. JB/BE. Discussion. It is noted that Wendy Markgren and Joe Erickson are not on board with this position. They think it will be difficult to find a qualified person to work part-time and a full time position would be easier to fill. Andrews Accounting could probably do this job but the Exec Committee and ETC feel it is important to have someone on site at least part of the time. The cost savings of no benefits for this position would make it possible to look at the communications position Pastor Arthur would like to hire. Motion passes.
4. Andrews Accounting Care: Motion to approve Andrews Accounting to do payroll for \$350/month, reconciliation and reports for \$1200/month and any additional consulting for \$75/hour. BE/TH. Discussion. Motion passes.

NEW BUSINESS

Church Office Hours: ETC has recommended changing office hours to 8-5 on M-Th and 8-12 on Friday. Motion to approve new office hours. BH/TR. Discussion. Lunch hours will be staggered or covered by volunteers. Dave asks why we are not covering Friday afternoons. Pastor Arthur doesn't feel it is necessary at this time. If the situation changes he is willing to add coverage in the future. Motion passes.

Mission Jamaica Garage Sale: Naomi Chandler and Heidi Nelson are heading up the Mission Jamaica trip this year. They would like to resurrect the garage sale to raise funds for that. They are looking at holding it in the fellowship hall in August and would like council approval. Motion to approve garage sale for Mission Jamaica to be held in Fellowship Hall in August. BH/JB. Discussion. Motion passes.

Gathering Room Upgrades: Digital upgrades to the Gathering Room and the projector ran over the \$20,000 that was approved for the project last September 2022. Audrey is asking for a motion to approve an additional \$2,600 to come out of the Music and Worship Designated Fund to cover this. DM/TR. Discussion. Amy is supportive of the funds coming out of Music and Worship funds. It is noted that in the future we should have a better listing of costs for any projects we approve so this doesn't happen again.

INFORMATIONAL ITEMS

Cemetery Clean-up: We were notified that the clean-up was completed very quickly by the community.

Membership Roster: We had discussed updating the membership roster last year and sending out letters to members who had not been active for some time. The Executive Committee has discussed and feels we should put this on hold for now. If we want to update it might be better to make personal calls or visits in the future.

Audit: An audit should be done this year. Dan Ellefson and Eric Pelle are two members who might be willing to do this. Wanda will ask Mike Bock for advice/template on how to proceed with an internal audit. We should probably look at an outside professional audit in the future. Bun will contact Two Rivers Accounting to see if they could take this on.

Motion to extend the meeting by 10 minutes. WB/DM. Motion passed.

Bethany Sesquicentennial (150th): Pastor Arthur will host a party at his home in July for council and spouses and we will start planning for the anniversary. We will look at planning events and inviting former pastors to return and preach. We will also look at doing quarterly events.

Council Engagement: Audrey would like us to consider how we can engage more with the congregation with all of the transition and changes this past year. You are invited to bring forth your ideas.

REPORTS: See staff and committee reports.

Motion to adjourn. BH/PM. Motion passed.
Meeting closed with the Lord's Prayer.

NEXT MEETINGS:

July Executive Team: June 5, 2023 5:30 p.m.

July Council Meeting: June 12, 2023 5:30 p.m.

ASSIGNMENTS:

June Devotions: Wanda Bock

June Offering/Lock up: 8:00 a.m. Ted Hakala
10:00 a.m. Jack Berkseth