

Tree of Life Lutheran Church

Council Minutes

Nov. 12, 2018

Members present – President – Jack Zimmer, Vice President – Larry Klotz, Secretary – Linda Baumgartner, Treasurer – Jim Voelz, Financial Secretary – Heidi Beckham, Susie Rust, Richard Schaper, Annie Lindeman and Kevin Solberg

Members not present – Pastor Chris

Guests – Chuck Will – Building Team Leader

Meeting was called to order by President Jack Zimmer at 6:33

A. The meeting began with an opening prayer by Jack Zimmer

B. Consent Agenda

1. Adopt tonight's agenda
2. Minutes - Approval of October council meeting minutes
3. Acceptance of new members – none at this time
4. Annie Lindeman moved that the Consent Agenda be approved. Heidi Beckham seconded. All in favor. The motion passed.

C. Discussion agenda

New Business

1. Financial Reports –

Numbers up for July and August – Down for September and October

George Timmons moved that the financial report for October be accepted.

Kevin Solberg seconded. All in favor. The motion passed.

2. Rhelm report – Heidi Beckham will meet with Megan Dillon, office manager, to explain how Rhelm works. Four additional families signed into Rhelm.

3. Chuck Will spoke with the council regarding LED light replacement. Chuck will check with the electrical company to see if volunteers will be able to use the lift that we need to rent to do the outside for the inside of the sanctuary during the same week.

The money can taken from the Adopt a Project to complete the LED light replacement.

George Timmons motioned to do items 1 (Sanctuary parking lot light Replacement - \$965.19) and 2 (four lights on sanctuary building - \$820.13) and do 3 (replacement of parking lights in the Educational building parking lot – \$1,460) when it becomes a necessity and use Adopt A Project Funds to pay.

Heidi seconded. Discussion was held.

When one or two of the parking lot lights go out in the Education parking lot, Chuck will not need to come back to council for approval. All were in favor. The motion passed.

4. Issue of projectors - New projectors are needed for both sides of the altar.

Kirk Helberg moved that a new Adopt a Project be started to pay \$3,307.00 for entire project. Discussion held regarding purchasing of new projectors.

Kirk Helberg amended his motion to using the emergency funds to pay for the projectors in the amount of \$3,607.00. George Timmons seconded the amended motion. All in favor. The motion passed.

5. Council discussed the possibility of developing an Adopt a Project list for 2019. This could then be used to ask the congregation to contribute to in the Spring.

Old Business

1. Policy Manual – Bunny Stoutes is going to finish up the TOL Policy Manual without handing it over to Megan Dillon, the new office manager.

2. Employee Manual - Jack has finished his review and edited for the Employee Handbook. He has merged two handbooks from sister churches. Then Zimmer will meet with staff to share the finished document.

3. Larry Klotz has asked Pastor Chris and Bishop Mike what they would like on their stones to be placed in the Memorial Pathway for their anniversaries.

The price of the stones are: Small Stone – (9x6) - \$150.00 Large Stone - 12x12 - \$700.00. Kevin Solberg explained that the price of the small stone changed based on congregation response and the limited ability about what could be placed on the smaller brick.

3. Veteran Stone near the Flagpole by the Education Building – Pastor knows where the information might be regarding the origination of the Veteran Stone.

Action Items: Linda Baumgartner will talk with Linda Bliesse regarding the Veteran flag pole and stone.

Kevin will meet with Bunny and get a trifold brochure to advertise the Memorial Prayer Path and the cost of the stones.

4. Office manage volunteer support. Katherine Lake filled in for seven weeks. Jack Zimmer proposed that Katherine be paid for her services. Annie Lindeman moved that we honor Katherine with an honorium for \$2,000 for serving as church manager. Larry Klotz seconded. Discussion was held. Four council members voted yes. Four voted present. Jack cast the deciding vote. The motion passed. Jack will write an honorium note to Katherine Lake.

5. Accident Insurance - Richard Schaper shared the audit recommendations – Currently, we have a \$5,000 limit to each accident. An addendum can be added to the insurance policy for \$21.00 a year that will raise the payment for each accident to \$15,000. This can go into effect December 1, 2018 and be prorated for the year.

Richard Schaper moved that council increase the accidental insurance from \$5,000 per incident to \$15,000 per incident for \$21.00 a year effective Dec. 1. Heidi Beckham seconded. All were in favor. The motion passed.

6. Budget changes – Discussion was held regarding changes to the latest 2019 budget. Currently, we are looking at \$544,000. This budget would include 5% pay raises to the staff. The budget will be discussed at the December council meeting.

7. Mortgage 3.75 New rate will be 4.75 – 6.275 for 2019

8. Debrief comments from the November 11, 2018 congregational meeting - Kirk Helberg said that the meeting's information was on point and very clear. Jack Zimmer received positive comments.

9. Linda Baumgartner notified Jack that she will no longer be able to be council secretary. Jack asked council members to consider volunteering to fill the position.

Jack Zimmer lead council in the saying the Lord's Prayer.

Respectfully submitted,

Linda Baumgartner, Secretary