

Calvary Lutheran Church (CLC)
Council Meeting Minutes
March 21, 2023

Council meeting called to order at 4:30 pm (held both in-person and virtually, but no one attended virtually)

- I. Deacon Martin opened with devotion about asking for help when needed.
- II. Quorum
 - a. At 4:45 pm, 6 voting members present, 3 absent
 - b. Council members present: Jess Gromer, Dan Kuecker, Bill Eldridge, Sara Odden, Gina Nelson, Mark Massa
 - c. Council members absent: Troy Kilpatrick, Nancy May, Kerk Kerkenbush,
 - d. Staff present: Pastor David Piper, Pastor Becky Piper, Deacon Tom Martin, Executive Director Kody Bybee
- III. Minutes
 - a. Gromer asked to use Roberts Rules of Order (ELCA summary of the rules used for 2022 assembly is here: https://download.elca.org/ELCA%20Resource%20Repository/01c_RobertsRules_2022_CWA.pdf)
 - b. *Motion to adopt Roberts Rules of Order for Council meetings effective immediately by Massa, second by Kuecker, approved by voice vote.*
 - c. *Motion to approve minutes by Nelson, second by Odden, approved by voice vote.*
- IV. Reports
 - a. Executive Council: Gromer discussed previous Executive Council minutes. Discussed publication of minutes from Executive Council meetings and possible need to have two sets of minutes. Massa offered to research ways to record Executive Council meetings and executive sessions in those meetings.
 - b. Rostered leaders
 - i. Martin presented the Deacon report, requested help with worship services, passed around a sign-up sheet, and presented sabbatical plan as a letter; other items are in the submitted report.
 - ii. B. Piper presented a report, thanked Kuecker for attending the Bear Butte Council Assembly-- items from assembly included:
 1. Kuecker mentioned the assembly asked for additional funding through increased giving from membership churches.
 2. Kuecker and D. Piper mentioned additional needs at SD synod because synod has shortfalls of about \$48,000 per year; synod also requires office space for representative in Rapid City area--Massa offered to investigate office space
 - iii. D. Piper report as submitted. Mentioned heater replacement issues and planning.
 - c. Executive Director
 - i. Bybee presented financial reports. Highlights included a \$5,000 interest free loan to complete giving trees with funds paid back as funds are raised, received \$20,149 from endowment for use in budgeted items, receipts in February were \$90,081 and expenditures were \$90,864 (includes \$8,000 for snow removal). Overall giving was higher than previous years in January and February.
 1. Attendance: attendance in January was about 90% higher than January 2022 (1,190 and 1,330, respectively); February attendance was about 10% higher than 2023 (993 and 1,898, respectively)
 2. Sheridan Lake Road electrical easement from Black Hills Power. Bybee presented the offer from Black Hills Power for an underground electrical line easement required because of the Rapid City Sheridan Lake Road expansion. Kuecker discussed ways to receive compensation for the easement; Odden provided considerable expertise and suggested additional details are required including: 1) precise line location; 2) procedures for access to above property; 3) possible monetary compensation; and 4) work site

restoration and clean-up after movement. Bybee is the point of contact and will coordinate for a more detailed agreement.

ii. Staffing

1. Sonia Sykora will retire in April after 30 years of service. Discussed how and should the position be filled. Currently Sykora charges about 20 hours/week. Vacation Bible School begins in June and if a replacement is selected, then it would be good to have them prior to June.
2. Gayle in the library also is retiring and opened the library on Wednesday nights.
3. Executive Council will discuss these issues and report back to the Council.

d. Committees

- i. Altar Guild: nothing significant to report.
- ii. Calvary/Faith in Action: nothing significant to report.
- iii. Congregational Care: nothing significant to report.
- iv. Education: meeting on April 19
- v. Endowment: as previously discussed and disbursement of annual funds is in work
- vi. Policies/Procedures: Gromer stated that working group will restart regular work
- vii. Stewardship: Gromer will work on better defining stewardship and endowment, how they differ, and ways to give to each, and congregation outreach; stewardship campaign is in preparation
- viii. Worship and music: B. Piper provided updates including plans for Holy Week

V. Old business

- a. Conflict of interest forms: Council members were provided forms and some were returned to Bybee
- b. Empower Education contract renewal. Empower Ed requires church intent on contract renewal by March 31. Discussion: D. Piper stated believes it is working, Calvary staff is helping them, more good than negative feedback, problems include students unsupervised; income to church is about \$9,000 per year. Martin stated that noise from unsupervised students is disruptive to staff; tighter controls are needed for students. Gromer stated the Council needs to appreciate level of disruption and ensure remedies are in place to continue agreement. Massa stated that the contract should be updated to ensure concerns are addressed and Empower Ed resolves issues. Kuecker asked if the agreement is financially beneficial to the church. B. Piper stated that the building reflects life and should be used and busy. Nelson stated that the contract and agreements should outline consequences if rules and agreements are not followed. ***Motion to continue agreement with Empower Ed with issues addressed in follow-on contract negotiations required by May 31, 2023, second by Kuecker, approved by voice vote.***

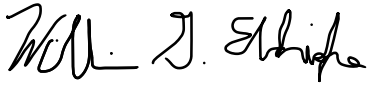
VI. New business

- a. Financial strategic plan. Gromer discussed financial strategic plan and suggested a sub-committee of planners from the church and council. Gromer, Massa, Kuecker volunteered to serve on the committee. Kerkenbusch (treasurer) will be asked to serve and Bybee will be included. ***Motion to approve creation of Financial Strategic Planning committee by Odden, second by Massa, approved by voice vote.***
- b. Goals for values statements. Gromer reviewed our values and iterated the need for church goals and linkage of those goals to the financial plan: 1) Joyful Generosity goals should be a large part of the financial plan; 2) Intentional Relationships should include specific goals; and 3) Servant Leadership should include goals to build church leaders for service and giving
- c. Gromer presented a letter from Doug and Michelle Gab requesting to attend and observe a council meeting. Ways to accommodate observers without disruption were discussed including: 1) council-hosted listening sessions each quarter; 2) a public comment period during the meetings; 3) better ways to inform congregation of council work; and 4) inviting congregation members to discuss issues with staff and council members (council members have identifying badges provided last year)
- d. Massa discussed that 8 congregation members asked him about Lent services and the second Sunday service (traditional). B. Piper replied that Wednesday noon prayer sessions are available during Lent, Sunday services include traditional weeks, and additional services could be added as the church grows.

VII. Adjourn: **motion to adjourn by Massa. Second by Nelson. Approved by voice vote at 6:15 p.m.**

Next meeting: Tuesday, April 11, 2023 at 4:30 p.m. at Calvary Lutheran Church.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Bill Eldridge". The signature is written in a cursive, somewhat stylized font.

Bill Eldridge, Secretary