

**Calvary Lutheran Church  
Council Meeting Minutes  
May 21<sup>st</sup>, 2024**

**Meeting called to order 5:01**

Members present; Jessica Gromer, Joey Younie, Martin Kerkenbush, Sara Odden, Mark Massa, Gina Nelson, Julie Richter, and Troy Kilpatrick. Dan Kueker attending via phone call.  
Staff present, Interim Paster Randy Fett, Deacon Tom Martin, and Interim Business Manager Kathy Miller.

1. **Devotion** – Provided by Pastor Randy – From the book of Exodus. Drawing comparison to Mose’s and the burning bush as we move forward in calling our next Senior Pastor.
2. **Quorum** – All Council Members present.
3. **Approval of Agenda** – Approved by Consensus
4. **Approval of 4.16.24 Council Minutes** – Motion for acceptance by Martin Kerkenbush and 2<sup>nd</sup> by Gina Nelson. Approved unanimously.
5. **Reports** –
  - a. **Finance and Monthly Financials** – Finances were presented by Kathy Miller. Erika Uecker resigned in the previous week and Kathy has agreed to come back on a limited basis (2 months) to assist Calvary in continuing to move forward. Kathy provided some insights into where the Financials are in current condition, but no official reports were presented. Unfortunately, there is clean up required. Multiple expense items need to be reconciled correctly and more complete financials to come in future meeting. Kathy did take additional time to present in detail recommendations from the Finance Committee regarding the volume of Restricted Funds that have existed. The highlights and condensed reading of which include the restoration of a **Capital Fund** to its prior balance from a previous loan to us (**\$30,000**) and recognition of **\$88,210.47 in Restricted** accounts and the removal of restrictions of **\$61,341.99** recognized as **Unrestricted**. Multiple members of the Council thanked the Finance Committee for all their hard work in these matters.  
**Motion to adopt and approve all recommendations from the Finance Committee** was made by Sara Odden and 2<sup>nd</sup> by Gina Nelson. Motion approved unanimously.

**Rostered Leader Report – Pastor Randy –**

- a. Pastor Randy brought forward the work of the Vision and Mission Committee and response to their efforts was solicited from the Council. Multiple members were very complimentary of all the efforts, but conversation focused on fine tuning the Vision Statement into a shorter more memorable piece of work. Choosing content that was provided by the Committee the following draft was proposed for all to consider.  
**“Calvary aspires to be a Christ centered community of faith that exhibits optimism and enthusiasm in the work of God.”**  
Acknowledged by all is the fact that Vision and Mission work is challenging and ongoing.
- b. Pastor Randy brought forward the recommendation of establishing caterer relationships for the benefit of congregational members who need to provide food services for activities hosted at the church such as for a funeral or

reception. Since funerals as examples are unplanned instances, it is hard to project how much staff time is needed to properly support these activities as needed. Establishing contract relationships assists us in being able to quickly provide for needs as they emerge without investing in staffing. **The Council approved through Consensus** for Pastor Randy to move forward with establishing relationships.

- c. Pastor Randy – Proceeded to lead a round table discussion engaging all members of the Council on the qualities we were seeking in our next Senior Pastor. Skills worksheets were provided, and scores were blended from all Council to create a Top 5 and then a secondary list of 5 skills. The skills identified were as follows; **Top 5** – Help develop their spiritual life, Be an effective Administrator, Be an effective Communicator, Be skilled in planning and leading programs, and Be able to share leadership and work in a team. **Secondary Top 5** – Build a sense of community among people with whom he/she works, Be an effective teacher, Work regularly in the development of stewardship, Deal effectively with conflict, and Help others develop their leadership abilities and skills for ministry. Pastor Randy will assemble these skills as an outline to be provided to the Call Committee as they review potential candidates.
- d. **Rostered Leader Report – Deacon Tom** – At this point in the Council Meeting, Jessica Gromer requested that reports be shortened, and that the Council attend to specific actions that needed to be completed due to time constraints. Tom provided a brief oversight on the upcoming New Orleans trip.

#### **Committee Reports -**

**Personnel/HR** - Pastor Randy asked for approval of the following hires: Contemporary Worship Leader – Michelle Skoog and Confirmation Coordinator – Audra Nesland. **Gina Nelson made motion to approve, 2nd by Martin Kerkenbush. Approved unanimously.**

Discussion occurred as to whether the Council needed to approve future hirings if the Personnel/HR Committee was engaged. **Mark Massa made a motion to remove Council approval, instead differing to approval from Personnel/HR. Motion 2<sup>nd</sup> by Sara Oden and approved unanimously.**

**Education** – Dan – No Report

**Endowment** – Julie -Julie Richter asked for a motion to appoint Ed Toms to the Endowment Committee for a 1-year term. **Mark Massa made motion it was 2<sup>nd</sup> by Martin Kerkenbush. Approved unanimously.**

**Nominating Committee** – Jess – No Report

**Stewardship Meeting** – Initial Meeting held – Troy – No Report

**CLC Transition Team** – Joey – No Report

**Worship/Music** – Gina – No Report

#### **6. Old Business –**

a. **75<sup>th</sup> Anniversary Update – No Report**

b. **Empower Ed Contract – No Discussion**

c. **Call Committee** – Motion requested to approve and finalize the Call Committee Roster of Kelsey Blair, Mary Burnett, Brett Gromer, Jon Johnson, Sarah Morrison, and Time Olsen. With Jennifer Rouse as Alternate. **Motion made by Sara Odden and 2<sup>nd</sup> by Gina Nelson. Unanimously approved.**

7. **New Business – Roof Repair** – Bids have been coming in for the repair of our roof, Multiple bids have been provided one with a timing and acceptance clause. Pastor Randy asked for guidance on these matters. Pastor Randy shared details from the multiple offers. After discussion, it was decided that the project should be addressed by the Finance Committee. **Joey Younie made the motion to move item to Finance, it was 2<sup>nd</sup> by Mark Massa. Unanimously approved.**

**The meeting was adjourned by Consensus.**