

**Calvary Lutheran Church  
Council Meeting Minutes  
December 17th, 2024**

**Meeting called to order 5:06**

Members present; Jessica Gromer, Joey Younie, Sara Odden, Julie Richter, Martin Kerkenbush, Mark Massa, Dan Kueker, and Troy Kilpatrick. Gina Nelson was absent. Also, present Jon Johnson representing the Call Committee.

Staff present, Interim Paster Randy Fett and Finance Tammy Singsaas

- 1. Devotion** – Was provided by Sara Odden from “The Overthinkers Devotional”

**ELECTRONIC VOTE RECAP** – An electronic Council vote was recorded on December 3<sup>rd</sup>. The motion was as follows; “An updated cover page and format for the Calvary Constitution was supplied. It was noted that the new cover page and format is in alignment with the approved current constitution by the Synod on 9/26/2021.” This was approved by majority vote and consensus. Additional details to follow concerning the Constitution in these notes.

- 2. Quorum established.**

- 3. Approval of Agenda** – No changes. Approved by consensus.

- 4. Approval of November Meeting Minutes** – Delayed until January Meeting to ensure the accuracy of the minutes. Council given copies to review.

- 5. Call Committee** – Jon Johnson serving as Committee Chair provided a Report and Update. Recruitment and interest have been a challenge. While the Committee is discouraged, they are still committed to the job and the challenge of finding the right Senior Pastor. To date applications have been minimum. The committee recently forwarded 15 referrals to Synod. It was also noted that the Synod was shorthanded and struggling in support. As Jon noted they do attend to the “squeaky wheel”. Thanks, Jon for being “squeaky”. Additional conversations surrounded updating our paperwork and getting our opportunity to the top of the list. Much discussion focused on staying on the course and finding the right leader. The Council encouraged Jon and the committee through support and confidence in them, stating they will know when they find the right leader.

- 6. Reports** –

**a. Financials** – Tammy walked Council through the year-to-date reports. Income was very strong in November with elevated giving occurring. Through November we are up \$74,517 over year prior and we speculate that December giving will again be strong. Expenses in November were down (\$54,836) compared to the year prior. Both areas of strong performance have put us into a good fiscal position for the year with December remaining. Through November the difference is (\$892) below the break-even point.

Julie Richter inquired as to our support to the Synod and our final quarterly support for 2024 was cut this week and will be reflective in the December reports.

**Otis Contract Discussion** - This topic was brought to the Council via email in advance as to questions regarding an annual service agreement and additionally discussion surrounding ongoing repair costs. It was discovered that the elevator was installed incorrectly, and this has led to ongoing investments in temporary fixes. A complete solution would be a significant cost (estimated at approximately \$50,000). Regardless of the service contract those repairs will not be reduced or covered by an annual agreement. After Council discussion it was agreed through consensus that the lowest level on service contract should be embraced so that we can continue to at a minimum have the elevator inspected and then we will have knowledge of ongoing temporary repairs that will cost around \$6,000 annually. Tammy was asked to enter into the lowest cost service agreement moving forward.

**b. Pastor Randy** – Making his last report as Interim Pastor Randy highlighted actions that will need to continue to be addressed.

A sign-up sheet for Council Members to help support staffing weekly through March was circulated. Randy is advocating for Calvary and is also attempting to recruit a **Bridge Pastor** who could serve beginning in March or April to help with leadership as the Call Committee continues to work. The Bridge Pastor could be needed for 4-6 months.

Discussion regarding the **Custodial strategies** of Calvary. Currently we utilize multiple part-time employees. Maybe considering a full-time position? The council was asked to think about the future.

**Human Resources and Employee Handbook** – Randy presented in draft format documents to be used internally. They are in draft form, and it is intended we will also reference a current corporate model to update and adjust language and policies as needed. Jessica Gromer and Joey Younie will take the lead on the completion of this necessary project.

**8<sup>th</sup> Grade Confirmation** – a Leader is needed for this year's class.

**Membership List** – It has come to light that updating and creating a much better list and system for keeping up with members is needed. What we have needs to be re-formatted. Julie Richter volunteered to assist in this update.

The Council Thanked Randy for all his hard work and service.

**c. Committee Reports**

**Personnel/Hr.** – covered in Pastor Randy Report

**Education** – No Report - Dan

**Endowment Committee** – Intend to meet in January – Julie

**Nominating Committee** – No Report – Jess

**Generosity Committee** – No meeting recently. An annual schedule and calendar to be developed by Troy. – Troy

**Worship/Music** – No Report – Gina

7. **Old Business** – Annual Meeting – Jessica committed to create a draft of the meeting agenda for Council to be reviewed in January Council Meeting.
8. **New Business** –
  - a. **Constitution Review** – As noted in **ELECTRONIC VOTE** an updated Constitution will be posted in December effective 12/18/24. Additionally, copies will be available in the office as well as online.

Through this process it was discovered that the **Endowment Committee Bylaws and Endowment Fund Resolutions** need to be re-typed and clarification on how the committee should be led and managed to follow.

The Endowment Committee will work through these actions in 2025 with Julie Richter's leadership. Final approvals for both documents will need to be completed at the Annual Meeting in 2026.

**b. Meal Pricing** – Tammy provided break outs of activities regarding incomes and costs of Wednesday night meals. After discussion within Council, it was agreed that both rate increase and opportunity for attendees to pay what they can afford should be made available. The council would like to model a price model that is used by Fork Real with regular suggested prices, what you can afford, and a pay it forward options for members to provide a greater gift to assist others.

**Motion made** – by Troy – Raise rates, Adults to \$10 and Children under 12 to \$6. With the “Fork Real” model in place to pay what you can options.

2<sup>nd</sup> by Martin and approved unanimously.

9. Next Meeting January 21<sup>st</sup>, 2025
10. Motion to adjourn made by Sara and 2<sup>nd</sup> by Dan – Unanimously approved.