

**Calvary Lutheran Church
Council Meeting Minutes
March 18th, 2025**

The council gathered early at 4:30 and added Orientation documents for all Council members. Reviewed as a team the following hand-outs: Tolerating Bad Behavior in Church, Our constitution, and the ELCA Governance Policy Manual. Additionally, Sara shared a link to the South Dakota Synod's "I've been elected to church council – now what?" It is encouraged by all council to review the webinar.

Regular Council Meeting was called to order at 5:08

Members present; Joey Younie, Sara Odden, Julie Richter, Gina Nelson, Jayne Kraemer, Rodney Rice, Cindy Kinzley, Zach Finley, and Troy Kilpatrick

Staff present, Deacon Tom Martin and Finance Tammy Singaas

Agenda altered to allow Jon Johnson from the Call Committee to present update. Jon reviewed the timelines for everyone's benefit reminding that we went "live" on June 20th, 2024. To date there have been 6 candidates that have received consideration from the committee. Currently we are one of 35 openings in the state of South Dakota. This month the call committee has met to review the wording in our MSP to enhance key points and hopefully add more positives to the presentation. They are toning down the administrative activities and focusing on other categories more heavily. These updates will soon be forwarded to the Calvary Council for review and approval and hopefully within the month our MSP will be revised. It should be noted that this process will take time, and we should be prepared not to have someone on board soon. Jon noted that the congregation has been great at proving potential leaders with 51 names brought forward resulting in 4 being considered by the Call Committee. This is the strongest number the ELCA can recall coming forward from a congregation. Jon asked that we include prayer for the committee and leadership at all services.

- a. Devotion - Was provided by Cindy Kinzley – Excerpt from the Hardest Part.
- b. Quorum established
- c. Approval of February Council Minutes – Motion to accept Rodney, and 2nd by Sara. Approved unanimously. **ADDENDUM- Effective from 4.15.25 Council Meeting. Motion made by Julie Richter and 2nd by Sara. This motion clarifies the effective date for Wednesday Meal price changes was Wednesday, March 12th. This is a clarification and addition to 2.18.25 minutes. Motion passed by Majority.**
- d. Agenda approved by consensus.

3. Reports

b. Rostered Leader – **Deacon Tom** – The upcoming retreat in Deadwood (weekend of the 22nd) was discussed. New Member orientation also scheduled for Wednesday, March 19th. Tom discussed the early planning stages of the Summer Youth Trip, likely in late July to Nashville. Cost per youth will be around \$350 per attendee.

c. **Financials** – presented by Tammy – Incomes - Undesignated offerings settled back in February after strong one-time giving in January. Very close to projected budget. Compared to the previous year we are up \$34,977 in this category. Overall income through 2 months is up \$23,098 compared to year prior. Expenses – Tammy detailed increased expenses in February that were weather related with Utilities and Repairs and Maintenance showing larger than expected impacts. It was noted that we are spending \$1,000 per snow removal. In February we had services for snow removal 6 times. It was noted that we should review or ask for additional bids later in 2025 heading into 2026 to ensure our pricing is good.

Additional items brought to discussion included requested revenue review of fellowship hall rental incomes. It was reported that it's \$350 monthly average. It was decided through consensus that the Youth Group would be allowed to use the Fellowship Hall in the month of May to run a Summer Rummage Sale to support the Youth Group. Additionally, all other rental contracts either expire before May or will be re-written to start again in June of 2025. City check to the church regarding construction access of \$15,000 was brought to council attention and the discussion of restricted funds from 2024 remaining in account. It was determined that the Endowment Committee and Tammy would detail the restricted account for next month's meeting. Recommended usage of the City funds to come later in the meeting.

d. Committees

1. **HR- Finance – Joey** - Both HR/Finance in favor of creating a fulltime Facility position. HR wants to work through the exact job title. Employee Handbook to be completed by Month end. Other positions in consideration are a High School Youth Group assistant and a Special Projects Coordinator.
2. **Education** – Zach Finley volunteered to be Council representative working with Tom, Kellie, Audra, and Hayden.
3. **Endowment** – Julie indicated that the Endowment By-Laws need to be reviewed by the Executive Committee. Executive Committee to make recommendations on the by-laws after review.

4. **Nominating** – both Rodney Rice and Gina Nelson volunteered to be a part of this committee.
5. **Generosity** – Cindy Kinzley volunteered to be a part of the committee. A schedule to come for April – November.
6. **Worship/Music** – Cindy Kinzley volunteered as council liaison.

4. Old Business

- a. **Leadership Vacancy** – Joey and Tom to work together on Supply Pastor schedule.
- b. **Church Sign Re-Design** – Sara presented historical review of fundraising efforts to install a new sign in front of the church following the street construction. Bill Eldridge led a fund-raising effort that accounts for \$15,500 set aside in a restricted account. Previously the Council had approved a match of \$15,000 from our capital savings account to allow for the installation of an updated sign. Unfortunately, the quote from a couple years ago is no longer accurate. The revised quote now sets the sign at \$42,865; Another quote is being requested from another vendor. Discussion led to the following motion – The earlier discussed \$15,000 check from the city to be moved into the MIF account. Once bids are finalized, use of this \$15,000 and a match amount of \$12,365 added to the restricted \$15,500 to afford for the installation of the new sign (low bid currently \$42,865). The motion was made by Troy Kilpatrick, 2nd by Julie Richter. Approved unanimously.
- c. **Special Projects** – Julie – Julie has been working on the creation of a church member database. It was decided that activities here would be put on hold until we have a new Senior Pastor in place.
- d. **Committees** – See new council liaisons above.
- e. **Staff computer needs** – Conversation regarding restricted 2024 fund for church tied to this potential solution. To be resolved in April Council.
- f. **Consulting proposal** – Tabled indefinitely.

5. New Business

- a. **Constitution** – Review of process. Troy to send to ELCA updated constitution as voted by the congregation. ELCA has up to 120 days to approve. Once approved word document files will be kept by Troy Kilpatrick and Julie Richter. Eventually Senior Pastor to get the word document file. PDF copies will be provided to both Lee Ann for distribution should members want this and to Kellie to post online.
- b. **Staffing Needs** – Joey - covered in HR.

The council closed in prayer for new leadership led by Tom. Motion to adjourn by Sara, 2nd by Gina. Approved unanimously. Next Meeting April 15th, 2025 at Calvary.