

Trinity Lutheran Church Congregation Council Minutes

July 23, 2013

Welcome Paul Parsons, Council President

Roll Call/ Declaration of Quorum 7:05 p.m.

	<u>Off in 2014</u>	<u>Off in 2015</u>	<u>Off in 2016</u>
Y Pastor Aicher	N Mike Kinsey	Y Norm Amundsen	Y Cynthia Breitinger
Y Michael Renehan	Y Gary Behrens	Y Becky Lutz	N David Burow-Flak
N Barbara Herzinger	Y Erma Eichhorn	Y Valerie Steil	Y Matt Hernes
	Y Kathy Brannen	Y Paul Parsons	Y Jane Schreiner
	Y Natalie Lichtenberger, Youth Rep		

Devotion Time – *God's Agenda* - Cynthia

Consent Agenda

- + Trinity Lutheran Church Congregation Council Minutes, June 25, 2013
- + Trinity Lutheran Church Congregation Council Minutes Special Meeting – July 15, 2013
- + Minutes for Trinity Church Computers and Technology Committee – 07-08-13
- + Deaconess Report

Motion to approve council minutes and accept other reports and minutes. MSC

Trinity's Pastoral Transition/Call Process

1. **Interim Pastor** – Welcome Pastor Jane!
 - + **Job Description: Interim Part Time Pastor** – copies of updated job description distributed & read aloud by Paul.

Pastor Jane asked for clarification on expectations regarding hospital visits and visits to shut-ins. Council recommendation was for a team approach, coordinating with Deaconess Barb and our new Stephen Ministers.

Copies distributed:

Motion from the Executive Committee:

Motion to authorize Trinity Lutheran Church, Valparaiso to enter into a contract with The Rev. Dr. Jane L. Aicher to serve as Part-Time Interim Pastor with the salary and benefits package to be:

Salary	\$27,040
Vacation	per IK Synod Interim Ministry Contract
Synod Assembly Expenses	per IK Synod Interim Ministry Contract
Business Mileage	Reimbursed at the standard IRS rate (\$.56/mile in 2013)

Note: Salary based on \$160/day for 2 weekdays and \$200/weekend with 2 worship services or \$520.00 per week. Present request is for leadership at Saturday evening and Sunday morning worship.

Vacation and Synod Assembly sections from the IK Synod Interim Ministry Contract read aloud. Council members had copies from previous meeting. **MSC**

2. **Meeting with Rev. Rudy Mueller, Assistant to the Bishop** - August 20th council meeting

3. **Communications with the congregation**

The Transition Timeline display is up in foyer. Will add #2 above as the next step. Thanks Valerie! The website www.TLCvalpo.com has a Pastoral Transition section. The Constant Contact letter from Paul welcoming Pastor Aicher will be added. Pastor Jane's contact information is on & her picture will be obtained.

4. **Days/times for worship services** – summer, post Labor Day.

We returned to our ongoing debate on service days and times. Pastor Jane stated there were about 20 people at the last Saturday service and that it has been well attended the 3 times she led worship on Saturday. It was decided to keep worship services on Saturday evening at 5:30 p.m. and Sunday at 9 a.m. through Labor Day. Wednesday services will not be held for at least the remainder of the summer. Some of the issues brought up in the 2012 study regarding Sunday services – capacity, average attendance, making room for visitors, worshiping as one body, high attendance Sundays -were reviewed with an informal vote taken as to which schedule council members felt would be best for the congregation. Sunday worship times will return to 8 a.m. and 10:45 a.m. after Labor Day as scheduled.

5. **Call Committee prep**

It was determined that a letter should be emailed to call committee nominees thanking them for offering to serve and explaining that the committee may not be formed near term. We should have more information to share after the Aug. 20th meeting, so plan to make the contact after that meeting. Drafting a job description, perhaps with the input of past call committee members, was discussed. Pastor Jane advised contacting Pastor Strietelmeier as there may already be a written description we could obtain.

Old Business

1. **TLC Task Force**

Report of the Task Force to Study the Relationship Between Trinity Church and Tender Loving Care (TLC) Preschool – June 15, 2013. Referenced documents included:

- Tender Loving Care Preschool Board Responsibilities and Procedures – 2005 (?)
- Employment agreements – dated 1990 & 1983

Recommendation to Council:

That Tender Loving Care Preschool is a ministry of Trinity Church. The school is dedicated to encouraging spiritual, emotional, intellectual, and social growth in all children within a Christian environment. Vote on recommendation not taken at this meeting.

Extensive discussion regarding the recommendation, financial implications, community need, curriculum implications, Trinity's ministry focus, TLC's budget formation process and the history of the relationship between the pre-school and the church.

9:00 p.m. Motion to extend meeting 15 minutes. MSC

The Task Force was asked to work on providing answers to the following:

1. What is the demand in our community for preschool?
2. What is the capacity of TLC and what is its current enrollment?
3. How do its tuition prices compare to other preschools in area? What are reasonable schools with which to make comparison?
4. Review of the TLC budget and how the expenses/reimbursement to the Trinity budget were calculated.
5. What would it take to make TLC more self-sustaining?

Financial Report – Mike Renehan

Reports reviewed. Mike will check with Carol regarding line items under Congregational Life/Preschool 77 – cleaning , 78- insurance & under Support/Property line 108 – cleaning, for clarification of the accounting on the **Profit & Loss Budget vs. Actual** report dated 7/22/2013.

9:15 p.m. Motion to extend meeting 15 minutes. MSC

Council requests that Carol return the report on Restricted Funds to the financial reports distributed to council members. Currently this section is being deleted and appears only on the copy given to the Treasurer.

9:30 p.m. Motion to extend meeting 15 minutes. MSC

Continued review of reports. Funds need to be available this week to accommodate the payroll change to direct deposit. Plan to call a Finance Committee Meeting to evaluate current financial situation & concerns.

Motion:

Move that payroll be paid on schedule Friday, July 26, 2013 using a portion of restricted funds to be reimbursed on Monday, July 29, 2013. MSC

9:45 p.m. Motion to extend meeting 15 minutes. MSC

Property Committee –Authorized to carry out the request of VBS organizers to lock the building at 4 p.m. Monday – Thursday the week of VBS. No meetings were scheduled on those evenings. This will allow set-up for VBS to remain in place day-to-day.

Date of next regular meeting – August 20th at 7:00 p.m., Room 103 (church library)

Devotions – Paul will check with Pastor Mueller

Closing prayer – Paul

9:52 p.m. - Motion to Adjourn. MSC

Respectfully submitted by Cynthia T. Breitinger