

**Palm Valley Lutheran Church  
Church Council Meeting Minutes  
March 18, 2026**

**Attendees:** Dave Smith, Sue Rue, Susan Ames, Vince Brunssen, Carolyn Koehn, Linda Reed, David Beck, JB Getz, Rick Salvo, Mary Wallin, Kathy Erwin, Jane Baxter, Scot Donovan, Anita Hulsman, Pastor Dave Koppel

**Guests:** Joy Kovar, Deborah Franke

**Excused:** Jen Kendrick, Barry Hamilton

### **1. Call to Order**

The meeting was called to order by President Dave Smith at 5:29 pm followed by Pastor Dave Koppel offering a prayer.

### **2. Approval of Agenda & Consent Agenda**

- Rick Salvo motioned for the agenda to be approved and JB Getz seconded the motion. **The motion carried.**
- David Beck motioned and JB Getz seconded for the consent agenda to be approved. Following questions, discussion, and minor edits **the motion carried.**

### **3. Devotion & Ministry Focus**

The devotion centered on the two great commandments: loving God and loving neighbor.

- Discussion reflected on whether current ministry initiatives (small groups/discipleship, youth & family, “One Body,” and campus aesthetics/CLC) may be overly inward-focused.
- Follow-up will include scriptures and reflection questions shared via email, including the question: \*Would the Round Rock Community miss this church if it ceased to exist?\*

### **4. Clarifications & Report Notes**

- Pastor’s Report:\*\* Clarified that the “nearly \$1 million” referenced was not a new gift, but the Mayfield gift received at a higher-than-expected amount (~\$980,000 vs. anticipated \$550k–\$650k).
- Cemetery Report:\*\* Language will be revised to clarify that restrictions on bulk plot sales are intended to prevent resale for profit.

- Cemetery Fee:\*\* A \$450 niche/inurnment-related groundskeeping fee is under review by the Personnel Committee; no decision has been made.
- Minutes Correction:\*\* Minor correction requested (removal of an extra letter in Mary Wallin's name).

## **5. Financial Posture, Budget Dialogue & Community Giving**

- Pastor Koppel encouraged tithing or sharing from unusually large gifts rather than holding excess funds.
- A future agenda item will address community giving/tithing aligned with strategic priorities.
- Dave Smith reported on congregational finances in the absence of the executive administrator.
  - Strong February attendance
  - Giving significantly ahead
  - Expenses slightly below projections
  - Caution noted that elevated giving may not be sustained; avoid overcommitting.
- Congregational Budget Questions:
  - Lisa Marengo has requested a meeting with the Executive Committee and possibly Council.
  - Council will designate a time if the discussion proceeds to Council.

## **6. People, Staffing, Property & Campus Updates**

- Celebrations & Staffing
  - Marvin's 30th anniversary will be celebrated this summer.
  - A new piano accompanist has been hired Sue Eun. She will begin the Wednesday after Easter. We now have two pianists: Sue to support the choir and Jesus Diaz to support the Hispanic Ministry.
  - The Associate Pastor Call Committee continues meeting.
- Grounds & Campus Staffing:
  - Groundskeeper hours reduced from ~60 hrs/week (with overtime) to 40 hrs/week.
  - Proposed compensation structure (~\$72k base; ~\$92–95k total cost) was declined.
  - Options discussed:
    - Hiring part-time support
    - Contracting landscaping services
    - Separating cemetery and facility care roles

- **Campus Projects**
  - Steeple project completed successfully.
  - AV/lighting Phase 1 contract is in progress; payment may have been initiated.
  - Phase 2 sanctuary work discussed with funds earmarked.
  - Eagle Scout projects scheduled:
    - Flagpole (April 25, includes lighting)
    - Flower beds (May 9)
- **Campus Security:**
  - One bid received for cameras, lighting, and system integration.
  - Goals include alerts, monitoring apps, and centralized oversight.
  - Additional bids are being sought; proposal expected next month.
- **AI Team Update:**
  - Recruiting additional members; next meeting scheduled for March 26.

## 7. Governance Decisions, Motions & Items Tabled

- Special Congregational Meeting:
  - Draft letter reviewed for April 12 proposing a special congregational meeting (following One Voice service).
  - Kathy Erwin motioned and Sue Rue seconded to hold a congregational meeting to vote on funding an external audit (~\$25k–\$30k estimate) which requires congregational approval due to constitutional thresholds.  
**The motion carried.**
  - Questions raised regarding steeple overage funding (~\$15,850).
  - Vince Brunssen motioned and Sue Rue seconded to table final approval pending clarification and proceed via electronic vote once details are confirmed. **The motion carried.**
- Benevolence Policy
  - Concern: policy primarily supports members/staff, not the broader community.
  - Clarification: funded by Telander Fund with donor restrictions.
  - Broader issue identified: incomplete or unclear governance documentation for multiple restricted/designated funds.
  - Vince Brunssen motioned and Carolyn Koehn seconded to table until next month pending clarification of fund governance. **The motion carried.**
- Property & Cemetery Approvals:
  - Sue Rue motioned and Linda Reed seconded the motion to approve parsonage roof repair (\$15,860) from Capital Reserve Fund. **The motion carried.**

- Sue Rue motioned and JB Getz seconded to repair the well using up to \$15,000 from Cemetery Fund. **The motion carried.**
- Cemetery Operations Document: Vince Brunssen motioned and JB Getz seconded to table approval pending discussion by the cemetery team. **The motion carried.**
- Financial Transactions:
  - Vince Brunssen motioned and Mary Wallin seconded the motion to not transfer \$20,000 from unrestricted funds since it is unnecessary due to sufficient reserves. **The motion carried.**
  - Vince Brunssen motioned and David Beck seconded to table proposed transfers (\$130,000 and \$192,000 items) to obtain more clarity on funds through a written explanation from Jen Kendrick the executive administrator. **The motion carried.**
- Future Considerations:
  - Anticipated capital needs include HVAC replacement (~\$24,000) and potential gas line repairs.
  - A multi-year facilities plan is in development.

## 8. Scheduling & Announcements

Dave Smith encouraged council members to attend Grace Night.

<b><i>April Volunteers</i></b>	
April 5 - Easter	Early - JB Getz (+Sunrise)
	Late - Jayne Baxter
April 12 - OneVoice	Carolyn Koehn
April 19 -	Early - Anita Hulsman
	Late - Susan Ames
April 26 -	Early - David Beck
	Late - Linda Reed

## 9. Adjournment

The meeting adjourned with the Lord's Prayer at 7:03 pm.

Submitted by:

Susan Ames

Council Secretary

Minutes approved by digital vote March 22, 2026