

Palm Valley Lutheran Church Council Meeting Minutes

Date: June 17, 2026

Location: Church Office Conference Room / Zoom

1. Call to Order

The meeting was called to order by the Council President, Dave Smith at 6:30 pm. Sue Rue, Council Vice President confirmed a quorum was present. Excused absences included members who were out of town or otherwise unable to attend.

Attendees

Susan Ames, Jayne Baxter, Vince Brunssen, Kathy Erwin, JB Getz, Anita Hulsman, Barry Hamilton, Carolyn Koehn, Pastor Koppel, Linda Reed, Sue Rue, Rick Salvo, Dave Smith, Mary Wallin

Excused Absences

David Beck, Scot Donovan, Jen Kendrick

Guests

Deborah Frankie, Joy Kovar, Chris Terry

2. Devotion and Opening Prayer

A devotion on **keeping focus on Jesus** was presented by Linda Reed, based on Hebrews 12:2. Following the devotion, the Pastor opened the meeting with prayer.

3. Approval of Agenda

Motion: Carolyn Koehn motioned and Vince Brunssen seconded to approve the agenda. **The motion carried.**

4. Approval of Consent Agenda

Motion: Carolyn Koehn motioned and Rick Salvo seconded to approve the Consent Agenda. **The motion carried.**

Council expressed appreciation to Susan Ames, Council Secretary for the timely preparation and distribution of previous meeting minutes.

5. Property Committee Report

A. Back Porch Accessible Parking

Council was informed of an additional parking lot expense of **\$4,650** related to the new accessible parking lot at the Back Porch. The Endowment Committee had previously approved funding the project from the Trinity Place fund.

Motion: Carolyn Koehn motioned and Mary Wallin seconded to approve use of \$4,650 from the Trinity Place fund for the completed project. **The motion carried.**

B. CLC Flooding and Drainage Project

Council discussed flooding that occurred in the Christian Life Center (CLC) following heavy rains. Property Committee representatives reported that mulch buildup against the building contributed to water entering through weep holes.

Motion: Carolyn Koehn motioned and Kathy Erwin seconded the motion to approve an expenditure of **\$2,375** from the Capital Reserve Fund to install drainage improvements on the west side of the CLC. **The motion carried.**

6. Executive Administrator Report

Financial Highlights:

Year to date (through May):

- Income overall was in the red (just a little bit).
- Member Giving total is still above budget.
- Expenses are holding close to budget.
- Expense variation in major maintenance is due primarily to the pending HVAC replacement.

In the month of May:

- Member giving was below budget; the difference was less than in April.
- April and May included targeted fundraising:
 - Youth Fundraising – Stockholder campaign: \$5,715.00 through May 31
 - El Salvador Love fund: \$5,226.00 through June 7

No questions were raised regarding the Executive Administrator's report. A detailed report can be found in the June Council Packet.

7. Celebrations

Pastor Koppel reported:

- One baptism was celebrated the previous Sunday, two additional baptisms are scheduled in June.
- New video screens have been installed in the CLC.
- More than a dozen youth are attending camp.
- Adult Confirmation Class is progressing well and is expected to conclude with confirmation on Kickoff Sunday.

8. Associate Pastor Ministry Site Profile

Council reviewed the Ministry Site Profile prepared for submission to the Synod and Bishop.

Discussion focused on demographic information contained in the profile. Council agreed that ethnicity data for the congregation could not be adequately supported by available records.

Motion: Rick Salvo motioned and Carolyn Koehn seconded to approve the Ministry Site Profile for submission, with unsupported demographic information removed or revised. **The motion carried.**

Personnel Update

The Pastor reported that interviews had been conducted for the Financial Administrator Assistant position and that a promising candidate would meet with staff the following week.

9. Sanctuary and CLC Refresh Update

Council received updates regarding:

- Installation of new LED video screens.
- Improved sound quality in the CLC.
- Volunteer work completed on sanctuary pew restoration.
- Ongoing lighting adjustments in the sanctuary.

10. Synod Mission Support Funding

Council discussed concerns regarding a previously budgeted **\$30,000 Synod Mission Support** contribution that may not have been distributed in 2025 due to an accounting error in administration of the budget line item from the 2025 budget for the Synod Mission

- Whether the 2025 payment was issued.
- The status of the item in the 2026 budget.
- Appropriate funding sources and corrective actions.

Motion: Vince Brunssen motioned and Mary Wallin seconded to table discussion regarding Synod Mission Support funding until the July council meeting pending further financial review and a complete report of the findings are shared with the council for further review and action.

11. Sunday Service Time Adjustment

Council discussed concerns regarding noise and traffic conflicts between the Hispanic worship service and the late traditional service.

Motion: Sue Rue motioned and Mary Wallin seconded the motion to change the late traditional worship service start time from **11:15 a.m. to 11:00 a.m.**, effective **July 19, 2026**, with advance communication to the congregation through weekly announcements and posting in the Echos lite. **The motion carried.**

12. Overtime Funding Discussion

Council discussed staff overtime expenditures and workload concerns, particularly in administrative, communications, funeral, and cemetery support functions.

A proposal was introduced to allocate additional funds for overtime during the remainder of the year. Extensive discussion occurred regarding staffing levels, operational adjustments, and the need for supporting data before action is taken.

Motion: Sue Rue motioned and JB Getz seconded to approve up to \$15,000 for overtime through the end of the year on as needed basis. **The motion carried.**

Adjournment

Motion: Vince Brunssen motioned and Sue Rue seconded to adjourn the meeting. **The motion carried.** The meeting adjourned with the Lord's Prayer at 8:05 pm.

Respectfully submitted,

Susan Ames

Council Secretary

Online Motion: JB Getz motioned and Jayne Baxter seconded to approve the June council meeting minutes. **The motion carried on June 24, 2026.**