



# COUNCIL Meeting Minutes

## September 28 ,2025 @10:15 AM

In Person/Zoom Option

1. Call to Order: Diane Herron – President
  - a. President calls the meeting to order: Time\_ 10:30 AM \_
  - b. Take Attendance.  
Diane Herron (President), Michelle Rhodes (Vice President) Kent Mueller (Treasurer), Rich Tarter (Secretary), Jeff Tisdell, Renee Stafford, Pam Johnson, Bonnie Brix, Don Streiff, Sally Rakovec, Alivia Schiferl, Pastor Heather Brown
  - c. Handout Agenda and other items from team reps.
2. Devotion: Bonnie Brix
3. Acknowledgements/Review: Diane
  - a. Celebrations & Acknowledgements from past month
    - i. Continue to celebrate Jeff and the Parsonage committee for keeping the parsonage razing moving forward. Great Job!
    - ii. A thank you card was sent out to Janet Carlson for years of service for keeping the flower box near the sacristy and stairs decorated with flowers.
    - iii. Huge Thank You goes out to the Youth Advisory Team, FLY current & Alumni members, for a great skit and the Praise Band for great music and reception afterwards. Thank You Everyone involved in Kim's Celebrations. I am thinking he felt the love!
    - iv. Share time of celebrations with Council Members: Renee & Pam.
    - v. The Choir during today's service sounded amazing.
    - vi. Baby gifts were given to Michelle.
4. Secretary's Report: Rich
  - a. Action item: Any changes to minutes from the last meeting?
    - i. Action item: Approval of Aug 24, 2025, minutes
    - ii. I, \_Rich\_ motion to approve \_ Aug 24, 2025, minutes  
\_Don\_, second the motion. Discussion. The wording in last month's minutes is incorrect. Last month's minutes can be approved as amended, to state "...losing people to clergy sharing history..." in section C11c, and that we would pass the minutes in leu of this change. All in Favor  
\_All\_Yay, \_\_\_ Nay. Motion Pass\_
5. Financial Reports: FLC Treasurer: Kent
  - a. Review monthly report.
  - b. Action item: Approval of the Aug 24, 2025, report.
    - i. I, \_Don\_ motion to approve the Financial Reports.  
\_Pam\_, seconds motion. Discussion.... All in favor All\_Yay, \_\_\_ Nay. Motion \_Pass\_
6. Pastor Heather's Report: Pastor Heather Brown
  - a. Pastoral Report
    - i. Two reports from July and Aug and Oct notices.
      1. Many (6) Funerals
      2. A generous donation received from a funeral.
      3. All Saints Sunday Nov 2<sup>nd</sup>.
      4. Baptism Nov 2<sup>nd</sup>
      5. We have a few new members on-boarding.

6. The 2<sup>nd</sup> annual Dinner Groups of 8 signup sheets are forthcoming for the fall.
  7. The ELCA Council will be in MPLS for 3 days. Pastor Heather approval for vacation and continuing education.
    - a. I, Don motion to approve vacation time and continuing education credits granted to Pastor Heather as stated, Sally, second the motion. Further discussion? All in favor? All Yay, 0 Nay, 1 Abstain Motion Pass
  - ii. Synod Conference Event Planning – Oct 26<sup>th</sup> from 4:30 PM – 7 PM
    1. FLC hosting with food
      - a. Pizza Ranch catering
      - b. Bonnie coordinating
      - c. Menu – Chicken, biscuit, mash potato, gravy, salad, no beverage or dessert.
      - d. FLC women to bring dessert.
      - e. FLC to provide beverage.
    2. This is the 1<sup>st</sup> of 7 events planned by the synod.
    3. Planning for 125 people.
    4. Registration through the synod and is on-line.
      - a. Link will be sent through email.
      - b. Final count needed by Oct 16<sup>th</sup>
    5. Will be held in the downstairs area.
    6. Confirmation class will serve the meal as a service project.
    7. Funding for the event from synod.
    8. The bishop will not be preaching for the Sunday service. The conference event is separate from a pastoral call.
    9. Care Kits (100) to be assembled for/during the event.
    10. Carmen Vasquez Bishop assistant to assist.
  - b. Council Covenant Policies to be voted on. If approved will be part of the Council Binder.
    - ii. I, Bonnie motion to approve the Council Covenant as stated, Pam, second the motion. Further discussion? All in favor? All Yay, 0 Nay, Motion Pass.
2. Old Business: President: Diane
- a. RIC: See cover sheet for instructions
  - b. Special meeting for RIC in Oct. Date: Tuesday Oct 14<sup>th</sup> 6 PM – Info to be sent. Email Questions to Michelle.
  - c. Audit Committee Update: Next step Executive Committee to discuss at Oct meeting.
  - d. Financial Secretary position Update
  - e. Staff & Council photo wall complete Deadline was 9/1 per Exec team meeting 7/2025 minutes.
  - f. Emergency Procedures Committee update: Hold off for 2026 Council
  - g. Continuing Resolutions Updates: FLC Women & Endowment committees are working on theirs. Audit Committee & Mutual Ministry waiting on. Should Piece Corps have one? Comments?
    - i. Sent to Nancy Young for review.
    - ii. No Piece Corps resolution needed because they are volunteer.
  - h. Time & Talent F/U
    - i. Each team encouraged to review the Time and Talent results.
    - ii. The quarterly giving announcements to be going out in Oct.
      1. Suggestion to insert Time and Talent sheets with the giving announcements.
  - i. Mission Team open house:
    - i. Having all the teams in one place sparked many cross-team conversations.

- ii. Not many (one family) participations. What was the cost of signage? Would not recommend doing again without changes.

3. Parsonage Update: Jeff

a. Comments:

- i. Asbestos testing 73 samples for approximately \$2000 +.
  - 1. Kitchen under linoleum
  - 2. Carpet – to be removed by Kent and Marty and others.
  - 3. Other sample areas: pipes, floors, Kitchen (need to remove Island), bedroom in closet,
  - 4. Asbestos not expected in the walls or in the paint.
  - 5. Flat roof has asbestos. It can be removed by Bach if rolled and not flattened.
- ii. Removal Company \$4950 with \$400 going for a DNR permit
- iii. It will take approximately 2 days for Bach to remove the structure and backfill area.

4. New Business: Diane

- a. Council members' terms up in 2/2026, Where do we go from here?
- b. Start thinking about Team Budgets – Due Nov 7<sup>th</sup>.
  - i. Take back to Teams.
- c. Suggestion made to only sing 2 verses for the 1<sup>st</sup> song during worship. People are standing for the prayers and then standing for a long song may fatigue some of our members.

5. Mission Team Updates

a. PERSONNEL TEAM: Diane

i. Business items/Priorities

ii. Updates:

iii. Motions/Recommendations if any (none)

- a. Motion needed for Pastor Heather's Health Insurance 2026: Pastor currently has a plan called Gold Plus which will not be available next year. Co pay \$2000 is the closest plan to Gold Plus. The cost for 2026 for the Co-pay \$2000 is up \$90 per month over the Gold Plus in 2025. Personnels recommendation to council is the insurance plan for Pastor will be the co pay \$2000. Overview.
  - i. I, \_Sally\_ motion for the Co pay be \$2000 per Personnel's recommendation for Pastor Heather Brown's, Health Insurance for 2026. \_Renee\_, second the motion. Further discussion? All in Favor? \_All Yay, \_0 Nay Motion Pass.
- b. Motion needed for Youth Director Position: Final approval needed for offer and recommendation of candidate. Overview.
  - i. I, \_Don\_ motion to approve the candidate, Justin Polzin for the Youth Director position under the current job offer recommendations. \_Rich\_, second the motion. Further discussion? All in Favor? \_majority\_Yay, \_0y\_ nay, \_1\_ abstain. Motion Pass.
- c. Motion for the revised September 2025 Personnel Policies. Overview.
  - i. I, \_Bonnie\_ motion to approve the Revised Personnel Policies September 2025, \_Pam\_ second the motion. Further discussion? All in Favor? Yay \_All\_, Nay \_0\_, Motion Pass.

b. FINANCE TEAM: Jeff

i. Business items/Priorities

- b. At the end of the year Pam will be vacating the Financial Secretary Position.
- c. Treva has agreed to be a backup Treasurer for Payroll purposes. She is in training.

- ii. Updates
- iii. Motions/Recommendations, if any
  - a. Motion to approve FLC Capital Improvement Funds Policy Draft #3. Overview.
    - i. I, \_Pam\_ motion to approve the FLC Capital Improvement Fund Policy Draft #3. \_Don\_ second the motion. Further Discussion? All in favor? Yay \_All\_, Nay\_0\_, Motion Pass.
- c. FACILITIES: Don
  - i. Business items/Priorities/Upcoming Events
    - a. Reminder for teams (team chairs) and groups to ensure lights are off and doors are locked after events.
  - ii. Motions/Recommendation, if any
  - iii. Budget update, if any
  - iv. Facility makes the following recommendation for motion on: Lending Policy of Church Property. Church Property defined as any and all assets belonging to the church including but not limited to moveable property such as tables, chairs, other furniture, tools, kitchen items, and music. It shall be the policy of Faith Lutheran Church to not loan out property of the church, to church members or the public for personal use off church premises. Use of church property for off-site church sponsored or church council approved events is permitted. Prior to any church property taken off-site, the property shall be signed out in the church office. Discussion.
    - a. I, \_Bonnie\_ move, as stated above, to approve the Faith Lutheran Church Lending Property Policy. \_Renee\_, seconded the motion. Further Discussion? All in favor, \_All\_ Yay, \_0\_Nay, Motion Pass.
- d. GLOW/EDUCATION & FAMILY MINISTRY: Pam
  - i. Business items/Priorities/Upcoming Events
  - ii. Motions/Recommendations, if any (None)
  - iii. Budget update, if any
- e. FAITH-IN-ACTION: Michelle
  - i. Business items/Priorities/Upcoming Events
    - a. Meeting on Thursday.
  - ii. Motions/Recommendations, if any
  - iii. Budget update, if any
- f. FLY/FAITH LUTHERAN YOUTH: Michelle and/or Jeff
  - i. Business items/Priorities/Upcoming Events
  - ii. Motions/Recommendations, if any
  - iii. Budget update, if any
- g. SOCIAL CONCERNS/GREEN TEAM: Renee
  - i. Business items/Priorities/Upcoming Events
    - a. Indigenous Peoples Sunday upcoming.
    - b. Closet has been cleaned out – donated. No longer has craft sales items.
    - c. Eco-Friendly Earth Day instead of Plastic People movie in November – open to the public.
    - d. Yard cleanup on-going.
  - ii. Motions/Recommendations, if any
  - iii. Budget update, if any
- h. WORSHIP & MUSIC: Bonnie and Sally
  - i. Business items/Priorities/Upcoming Events

- a. Due to difficulty in getting people signed up for greeters and other duties without a clipboard being passed during service, clipboards will be passed during service.
    - b. Prompt ushers to start the circulation of the clipboards once service starts.
  - ii. Motions/Recommendations, if any
  - iii. Budget update, if any
- i. COMMUNICATIONS: Rich
  - i. Business items/Priorities/Upcoming Events
  - ii. Motions/Recommendations, if any
  - iii. Budget update, if any.
- j. EXECUTIVE COMMITTEE: Diane
  - i. Business items/Priorities/Upcoming events
    - a. Question came up again about having yellow slips to put in the offering plate for people who give online, so that people don't look like they are not giving. Teams involved in the collection and counting of the collection money recommend not using the cards.
    - b. Comments:
      - i. Can the yellow cards be removed from the collection bag before counting starts (Monday Morning)?
      - ii. Would the cards be present in the pews or sent out to people identified as on-line givers?
      - iii. Instructions for not placing cards in offering envelopes?
  - ii. Motions/Recommendations, if any

6. Other Business:

- a. Communion Assistant:
  - Oct 5th: \_Sally\_
  - Oct 12th: \_Renee\_
  - Oct 19th: \_Rich\_
  - Oct 26th: \_Bonnie\_
- b. b. Devotions:
  - Sept - Bonnie
  - Oct - Jeff
  - Nov - Pastor Heather
  - Dec - Diane
- c. Council Agenda: will go out to council members each month on the Tuesday before the council meeting.
- d. Newsletter Highlights – To help communicate better with the congregation, we would like each mission team to submit highlights/bullet points of what happened this past month in the newsletter. Mission Team Highlights are Due by Oct 21<sup>st</sup>, 2025, to the Office Manager.
- e. Bulletin Information must be in by the Monday before the following Sunday at Noon.

12. Agenda for Sept Meeting: Diane

- a.
- b.
- c.

13. Next Meeting: Diane

- a. Next Council Meeting: Nov 2<sup>nd</sup>.
- b. Wrap up: Items for Mission Team Reps to take back to their meeting:
  - i. Dish for Bish sign up.
  - ii. Event Forms filled out and back to Pam because of the changes with Justin in his new role.
  - iii. Dec team budgets due.
  - iv. Team minutes due by the 17<sup>th</sup>, except Personnel and Faith and Action teams.

14. Meeting evaluation:

What went well? What could use some work, anything missing or confusing?

We had many motions today. Having them created and reviewed beforehand made for a smooth motion process and well-organized discussions.

15. Motion to Adjourn: Diane

Time: 12:26 PM

- a. I, Don move to adjourn the meeting 2<sup>nd</sup> by Bonnie. Discussion.... All in favor All Yay 0 Nay Motion Pass.

2025 Faith Lutheran Church Council Members

Diane Herron (Co-President), Michelle Rhodes (Vice President),  
Kent Mueller (Treasurer), Rich Tarter (Secretary), Jeff Tisdell, Renee Stafford, Pam Johnson, Bonnie Brix, Don Streiff, Sally Rakovec, Alivia Schiferl, Pastor Heather Brown

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REP Updates to Council from Mission Team: *Share what your team has worked on this past month with council.*

- PRIORITIES: Remind everyone what your top priorities are this month with updates.
- EVENTS: Upcoming events or items that Council should be aware of.
- MOTIONS: Share any motions or recommendations you team made.
- BUDGET: Let everyone know where your budget is at. Incoming/outgoing
- OVERALL UPDATES: Any updates on how this team is helping with overall church/council priorities. Any questions for the council? Any questions? Comments? Discussion