



# Council Meeting Minutes

## June 15, 2025 @ 10:15 AM

In Person/Zoom Option

1. Call to Order: Diane Herron President
  - a. President calls the meeting to order: Time\_10:15 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: Pam – A Season for Everything
3. Acknowledgements/Review: Diane
  - a. Celebrations & Acknowledgements from past month
    - i. Rachel Loucks will be volunteering in the office starting July 1<sup>st</sup> (10 hours a week).
      1. This is part of her school volunteering hours.
      2. Please welcome her in this role.
    - ii. David Ballerstein – Once again volunteered his time and talent. to do network work.
      1. Created a private and a guest network for the WiFi connection.
        - a. New quest account: FLC\_Guest, and password: Faith@207
          - i. Current guest account users will need to re-login to the guest account.
      2. Reset the WiFi access points.
      3. Reset the phone system which was affecting bandwidth on the ethernet system.
      4. It is estimated that Davids volunteer work saved FLC around \$5000 in cost compared to hiring a vendor to do the work that David did for us.
      5. The communications team recognized Davids first visit with a \$50 Dunkin Donut gift card and \$50 MACCI gift card.
        - a. This recognition came out of the Communications budget.
    - iii. Happy Father's Day
      1. Michelle brought root beer floats for all to recognize all the fathers on this Father's Day.
  - b. Share cards ice breaker exercise.
4. Secretary's Report: Rich Tarter
  - a. Action item: Any changes to minutes from the last meeting?
    - i. Action item: Approval of the \_\_\_\_\_ 2025 minutes
    - ii. I, \_\_\_\_\_ move to approve \_\_\_\_\_ minutes.  
\_\_\_\_\_, second the motion. Discussion.... All in Favor \_\_\_Yay, \_\_\_ Nay.  
Motion\_\_\_\_\_
  - b. The May 18 2025 Council Meeting minutes were not completed before the June 15<sup>th</sup> council meeting. It was asked to have the review and vote of the minutes later via email. The review and vote happened on 6-20-25, via email.

- i. **From:** Rich Tarter <[richtarter@gmail.com](mailto:richtarter@gmail.com)>  
**Sent:** Friday, June 20, 2025 3:26 PM  
**To:** Council <[Council@faithmarshfield.com](mailto:Council@faithmarshfield.com)>; Alicia Heinrich <[office@faithmarshfield.com](mailto:office@faithmarshfield.com)>  
**Subject:** May 18 2025 Council Meeting Minutes Final

Hello,

Attached is the final version of the May 2025 Council Minutes. There is also a copy on OneDrive in the July 2025 folder. This has not been approved by council yet, so will make a motion here.

We will need a second and then a yay or nay. I Rich, make a motion to approve the May 18 2025 Council Meeting Minutes. Please reply accordingly. A link to the OneDrive is: <https://mobile-webview.gmail.com/1155743273/blocked>

If this link does not work for you, please let Alicia know for a current link.

Thanks,

Rich Tarter

- ii. All were in favor to approve the minutes. It passed at that time and was uploaded into the One Drive folder on 6-20-25.

5. Financial Reports: FLC Treasurer – Kent Mueller

- a. Review monthly report.
- b. Elevator repair costs this month of \$1500 +.
- c. Exhaust fans replaced.
- d. May giving is down from normal/historical amounts. Will continue to monitor throughout the summer.
- e. The cub scouting account redistribution went out to Pack 360 and Pack 394. They were very appreciative of the contributions.
- f. Action item: Approval of the April & May report
  - i. I, Don move to approve the Financial Reports for April and May  
Jeff, seconds motion. Discussion.... All in favor All Yay, 0 Nay. Motion Pass

6. Finance Team Update: Kent & Jeff

Motion approval of May Finance meeting: Insurance Renewal, Increase Deductible in Savings, Capital Improvement Fund Policy.

- a. Motions needed.
  - i. I, Renee move to approve the recommendation from the Finance Team (see recommendation) for Increase Deductible in Savings. Jeff, second the motion. Discussion.... All in favor All Yay 0 Nay. Motion Pass
  - ii. Other updates
    - 1. Discussion on finding someone to help in a backup treasury roll.
      - a. Knowledge of Quick Books.
      - b. Cant be an active auditor.

7. Pastor Heather's Report: Pastor Heather Brown

- a. Pastoral Report
  - i. Hospitalizations and visits.
- b. Team Covenant
  - i. Review of Council Covenant from St John's Lutheran Church Council, provided by our district Bishop.
  - ii. Executive committee to review.

- c. Courageous Leadership
    - i. Read by all.
  - d. Garage Sale Update:
    - i. Donations are being accepted and stored.
    - ii. Proceeds to the Care Fund and to the Neighbor-to-Neighbor Ministry (Spanish speaking immigrant community).
      - 1. Proceeds not going to the capital campaign per the garage sale committee.
        - a. Discussion
          - i. Should parsonage sale items proceeds go to capital campaign?
          - ii. Parsonage items list being created.
          - iii. Pastor to discuss with committee.
      - iii. Discussion in July council meeting.
  - e. The Branching Out first event went well.
    - i. 63 people total with 31 new people.
    - ii. Second event to be held at Hamus Park July 9<sup>th</sup>.
8. Old Business: President: Diane
  - a. 5–10-year plans: Michelle findings
    - i. Discussion
    - ii. Second meeting planned for in-depth discussion for July 8<sup>th</sup> @ 6 PM.
  - b. Active Shooter
    - i. Information still incoming for this topic.
    - ii. Plan for discussion again in September council meeting.
  - c. Directory
    - i. Group representatives given handout to verify group members and roles.
    - ii. Let Alicia know of any needed updates or changes.
  - d. The schedule for Group Temple Talks is available on the OneDrive.
  - e. OneDrive has a section created for the upcoming Calendar meeting.
9. Parsonage Update: Jeff Tisdell
  - a. Material Removal Update:
    - i. Renee and Kent made a partial list of items in the parsonage, from the basement and the 2<sup>nd</sup> floor.
      - 1. Main floor items not on the list due to Better Way Club items being present.
      - 2. Habitat for Humanity may be interested in many items. HFH may help with removal of items. Kent to follow up.
      - 3. Some items may be suitable for sale at the July garage sale. Garage sale committee to decide what items may be sellable.
  - b. Raze Update:
    - i. Two quotes obtained.
    - ii. Pricing in the 30K range for both.
    - iii. There is a substantial difference in quotes. Subcommittee working to clarify why.
    - iv. Working timeline: Subcommittee to recommend a bid to the Facilities group in a timely manner so that the Facilities group can have a proposal to the council by the July Council Meeting.
  - c. Considerations:

- i. The small retaining wall removal before razing.
- ii. Removal of landscaping plants.

#### 10. New Business: Diane

- a. Staff Reviews – Completed by Aug 22<sup>nd</sup>.
  - i. Staff have been given review self-evaluations, to be returned by July 15<sup>th</sup>.
  - ii. Any council member can add input for any staff member. Comments to be sent to Diane.
    - 1. Responses will be anonymous to the employee.
    - 2. A paper handout can also be used. Fill out and leave in Diane's mailbox.
    - 3. Contact or return comments to Diane by June 30<sup>th</sup>.
  - iii. Staff members include Kent, Justin, Pastor Heather, Brianne, Alicia, with an exit interview for Kim at a later date.
- b. Opening/Closing Building - Discussion
  - i. To include Sundays, Lenten Services, Funerals.
  - ii. Justin or Brianne usually close lock the building in the summer.
  - iii. When will the building need to be open to accommodate all, i.e.. Praise Band Members and prep, Ushers, Greeters? 8 AM vs 7:30 AM.
  - iv. Looking for a person to step into this role. Is this a Facilities Team or Personnel Team responsibility?
- c. New Event Form: July 1
  - i. Council reviewed example form.
  - ii. Justin to present to teams and discuss process to submit forms, starting in July.
- d. Discussion about changing Council Meeting date/time to the last Sunday of the month.
  - i. Change to better align with other group's schedules.
  - ii. Decision made to move the Council meetings to the last Sunday each month, for the rest of the year.
  - iii. Starting in July. July Council meeting will be Sunday July 27<sup>th</sup> @ 10:15 AM.

#### 11. Mission Team Updates

- a. PERSONNEL TEAM (Diane)
  - i. Business items/Priorities
  - ii. Updates:
  - iii. Motions/Recommendations, if any
  - iv. Personnel meeting coming on the 17<sup>th</sup>.
    - 1. Council member (Rich) to be present to discuss changes coming to council.
- b. FINANCE TEAM (Jeff)
  - i. Business items/Priorities
  - ii. Updates
  - iii. Motions/Recommendations, if any
  - iv. Search continues for auditing people to conduct the July audit.
- c. FACILITIES (Don)
  - i. Business items/Priorities/Upcoming Events
  - ii. Motions/Recommendation, if any

- iii. Budget update, if any
  - iv. Cleaning carpets this month.
  - v. Cleaning of pews and chairs, date forthcoming.
- d. GLOW/EDUCATION & FAMILY MINISTRY (Pam)
- i. Business items/Priorities/Upcoming Events
  - ii. Motions/Recommendations, if any
  - iii. Budget update, if any
  - iv. Summer Glow coming on Wednesday June 18<sup>th</sup>.
  - v. Rise Night scheduled for June 20<sup>th</sup> for middle school kids.
  - vi. VBS being held at Good Shepherd Lutheran Church on the 24<sup>th</sup> – 26<sup>th</sup>.
    - 1. No signage created.
  - vii. Discussion for VBS held at FLC next year.
    - 1. What greenspace can be utilized?
  - viii. Brat Fry at the end of the month on the 27<sup>th</sup>.
- e. FAITH-IN-ACTION (Michelle)
- i. Business items/Priorities/Upcoming Events
  - ii. Motions/Recommendations, if any
  - iii. Budget update, if any
  - iv. Baseball Game event was enjoyable.
    - 1. 26 people attended and sat all together in the “Rat Trap”
    - 2. Kids got 2 foul balls signed and a bat from a player.
  - v. Brat fry at the end of the month on the 28<sup>th</sup>.
  - vi. Planning has started for the Trunk or Treat event.
- 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
  - iv. No additional item.
- g. SOCIAL CONCERNS/GREEN TEAM (Renee)
- i. Business items/Priorities/Upcoming Events
  - ii. Motions/Recommendations, if any
  - iii. Budget update, if any
  - iv. Yard Cleanup scheduled for July 19<sup>th</sup>.
  - v. Collaborating with 1<sup>st</sup> Presbyterian Church about immigration topics via Zoom meeting.
    - 1. Meeting scheduled again in August.
    - 2. Goal is to live together.
    - 3. Pastor Heather working with the groups so that all views are heard and acknowledged, in a respectful and caring manner.
- h. WORSHIP & MUSIC (Bonnie and Sally)
- i. Business items/Priorities/Upcoming Events

- ii. Motions/Recommendations, if any
  - iii. Budget update, if any
  - iv. No additional items.
- i. COMMUNICATIONS (Rich)
    - i. Business items/Priorities/Upcoming Events
    - ii. Motions/Recommendations, if any
    - iii. Budget update, if any.
    - iv. No additional items.
  - j. EXECUTIVE COMMITTEE (Diane)
    - i. Business items/Priorities/Upcoming events
    - ii. Motions/Recommendations, if any
    - iii. No additional items.

12. Other Business:

- a. Communion Assistant:
  - July 6th: \_Rich\_
  - July 13th: \_Renee\_
  - July 20th: \_Diane\_
  - July 27th: \_Renee\_
- b. Devotions:
  - July - Sally
  - Aug - Don
  - 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 June 19 to the Office Manager.
- e. Bulletin Information must be in by the Monday before the following Sunday at Noon.

13. Agenda for July Meeting: Diane

- a. Garage Sale Discussion.
- b. Parsonage Discussion

14. Next Meeting: Diane

- a. Next Council Meeting- ~~July 20~~ July 27<sup>th</sup>.
- b. Wrap up: Items for Mission Team Reps to take back to their meeting:
  - i. Cover letter for Mission Team Binders: Deadline Aug. 1<sup>st</sup>
  - ii. Calendar Event, July 1<sup>st</sup>

- iii. Check Directory to see if YOUR team is currently accurate.
- iv. Anything Else? Nothing.

15. Meeting evaluation:

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

16. Motion to Adjourn: Diane

Time: 12 Noon

- a. I, Diane move to adjourn the meeting 2<sup>nd</sup> by Renee. Discussion.... All in favor All\_Yay None\_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

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