

Council Meeting Minutes

December 14, 2023

ATTENDANCE: K. Richter, A. Fonk, H. DeFranco, A. Schroeder, S. Raszkievicz, P. Mason, C. Johnson, L. Woller, L. Zanin, Pastor K. Brown, M. Hylinski, Pastor D. Hartfield

ABSENT: B. Robinson, D. Larsen

Discussion Topics

1. **Call to order:** – Meeting opened at 6:31 PM
 2. **Opening Prayer/Devotion:** Lisa Zanin
 3. **Approval of Council Agenda for December 14, 2023** – Agenda approved, P. Mason made motion to approve agenda, S. Raszkievicz seconded. All in favor.
 4. **Approval of Council Meeting Minutes from November 16, 2023** – Council Meeting minutes S. Raszkievicz made motion to approve meeting minutes, L. Zanin seconded. All in favor.
 5. **Treasurer's report: Keith** – November 2023 – See attached document.
 6. **President's report: Keith** – No Updates
 7. **Pastor's Reports**
 - a. Pastor Kathy – See attached document.
 - b. Pastor Debbie – See attached document.
 8. **Document Policy updates – Keith**
 - a. **Disbursement (Finance): Review/Discuss/Motion to approve** – Approved, A. Schroeder made a motion to approve with corrections from discussion, S. Raszkievicz seconded.
 - Will review this policy with the committee chairs at the January retreat.
 - b. **Employee Handbook (Personnel):**
 - Keith spoke with Leslie S. who will have the Personnel team review section by section and revamp.
 - c. **Memorial Giving (Finance)**
 - d. **SMLC Constitution and By-laws (Executive)**
 - Pastor Sarah in charge.
- } No Updates
9. **Old Business**
 - a. **Call Committee: Lisa/Keith**
 - 3 out of the 4 candidates were released, and the fourth had a second interview on Monday, December 11th.
 - The Call Committee will discuss it at the next meeting.
 - The Committee will bring a recommendation to Council and Council will vote on accepting the Reco.
 - Keith passed out "Our Pastor is Leaving" document and discussion occurred.
 - b. **Worship Discussion Sessions: Adam**
 - Met last week and decided that during the January 9th meeting, the team will go through what was gathering from the discussion.
 - Team not comfortable with a recommendation until they know what is going on with Call Committee/new Pastor.

- c. **150th Anniversary Planning Team: Chris – No updates**
- d. **Protecting Places of Worship training: Keith**
 - Did not attend but received all paperwork/presentation. Will review and bring it to next meeting.
- e. **January Leadership topics: Keith**
 - **Topics**
 - Protecting Places of Worship
 - Down/In & out, Ask, Thank, Tell
 - Ministry Fair
 - Refresher on the Annual Response for February.
 - About 25 people to attend, will need the final number by January 15th.
 - Keith to send out save the date.
 - **Food ideas**
 - Discussion occurred.

10. New Business

- a. **Coordinator of Children’s Ministry job description update:**
 - Intent is to approve the job description.
 - Get this job description on next year’s budget.
 - Placing on hold until new Pastor is hired/see how this fits with the ministry of the new Pastor.
 - The vision we should have going forward with education and keeping it a priority.

11. Committee Report/Motions

Committee	Liaison	Notes	Motions
Audit	Keith	<ul style="list-style-type: none"> • No Updates 	<ul style="list-style-type: none"> • None
Caring Ministries	Lana	<ul style="list-style-type: none"> • No Updates 	<ul style="list-style-type: none"> • None
Church in Society	Patti	<ul style="list-style-type: none"> • No Updates 	<ul style="list-style-type: none"> • None
Education	Stephanie	<ul style="list-style-type: none"> • Advent Bible studying finishing. 	<ul style="list-style-type: none"> • None
Finance	Keith	<ul style="list-style-type: none"> • No Updates 	<ul style="list-style-type: none"> • None
Friendly Center	Lisa	<ul style="list-style-type: none"> • No Updates 	<ul style="list-style-type: none"> • None
Information Technology	Adam	<ul style="list-style-type: none"> • The first phase was approved by the Endowment. • They are onboard with future projects. • Need to get the church into the 21st century. • Need a document on the uses/procedure of these materials. 	<ul style="list-style-type: none"> • None
Nominating	Dana	<ul style="list-style-type: none"> • Not in attendance. 	<ul style="list-style-type: none"> • None
Property	Chris	<ul style="list-style-type: none"> • D. Frost now chair 	<ul style="list-style-type: none"> • None
Personnel	Andy	<ul style="list-style-type: none"> • No Updates 	<ul style="list-style-type: none"> • None

Reconnect	Hollie	<ul style="list-style-type: none"> • No Updates 	<ul style="list-style-type: none"> • None
Stewardship	Stephanie	<ul style="list-style-type: none"> • Stephanie and Chris met to discuss food options for February events. 	<ul style="list-style-type: none"> • None
WMA	Markie	<ul style="list-style-type: none"> • See attached. • WMA to compile all info and present to new pastor. • See what vision the new pastor has, and therefore not set a date regarding Saturday Worship. 	<ul style="list-style-type: none"> • Markie made a motion to rescind that there is a decision by 12/31/23 about Saturday night Worship. • Andy seconded. • All in favor.
Youth	Adam	<ul style="list-style-type: none"> • Did not meet 	<ul style="list-style-type: none"> • None

12. Council Connection: January – Markie Hylinski

13. Parking Lot items

- a. Get to know SMLC Member – Spirit Article/Testimony
 - Whose who in the pew
 - Skills, business, etc.

14. Calendar

- a. January Spirit Deadline: December 23, 2023
- b. December Stewardship Message: Endowment Foundation
- c. January Stewardship Message: Personnel
- d. Next Council Meeting: January 18, 2024
- e. Dec 17, 2023 – Sunday School Christmas Program
- f. Dec 19, 2023 – ELCA Blue Christmas 6:30PM @ St Paul's
- g. Jan 6-7, 2024 – Youth Rummage Sale
- h. Jan 19-21, 2024 - Middle School Winter Extreme
- i. Jan 27, 2024 - Leadership retreat: Siena Center in Racine from 9AM-3PM.
- j. Feb 16-18, 2024 – High School Winter Extreme

15. Prayer Requests/Closing Prayer – Lisa

16. Adjournment – Meeting adjourned at 8:05 PM.

2023-2024 Council Connection schedule

Aug' 23	Andy Schroeder
Sep' 23	Dana Larsen
Oct' 23	Patricia Mason
Nov' 23	Chris Johnson
Dec' 23	Lisa Zanin
Jan' 24	Markie Hylinski
Feb' 24	Adam Fonk
Mar' 24	Stephanie Raszkievicz
Apr' 24	Hollie DeFranco
May' 24	Lana Woller
Jun' 24	Keith Richter
Jul' 24	Keith Richter

2024 Temple Talk Schedule

Jan' 24	Personnel
Feb' 24	Finance/Stewardship
Mar' 24	Friendly Center/Nominating
Apr' 24	Nominating/WELCA
May' 24	Youth
Jun' 24	Property
Jul' 24	Church in Society
Aug' 24	WMA
Sep' 24	Sunday School/Education
Oct' 24	IT
Nov' 24	Caring Ministry
Dec' 24	Endowment Foundation

November 2023 TREASURER'S REPORT

St. Mary's Lutheran Church - Treasurer's Report - November 30, 2023

General Operating Fund

Beginning Balance		2,764.95
November Income		46,706.48
November Expenses		(40,975.78)
Cumulative Profit (Loss)		8,495.65

* 5730.70

Dedicated Accounts

Operating Reserve Beginning Balance		23,492.06
-Receipts		0.00
-Disbursements		0.00
Operating Reserve Ending Balance		23,492.06

Long-Term Reserve Beginning Balance		59,708.94
-Receipts		0.00
-Disbursement		0.00
Long-Term Reserve Ending Balance		59,708.94

Building/Grounds Beginning Balance		52.51
-Receipts		0.00
-Disbursements		0.00
Building/Grounds Ending Balance		52.51

Investment Accounts Beginning Balance		123,509.64
-Receipts		0.00
-Disbursements		0.00
Investment Accounts Ending Balance		123,509.64

Other Dedicated Accounts Ending Balance		57,375.30
---	--	-----------

Total Fund Balances		264,138.45
----------------------------	--	-------------------

Bank / Investment Account Balances

Checking Account		38,370.73
Money Market Account		99,002.74
Investment Accounts		123,509.64
Prepaid Insurance		3,255.34

Total Current Assets		264,138.45
-----------------------------	--	-------------------

Difference		0.00
------------	--	------

Summary of Difference

		0.00
		0.00

Unexplained Difference		0.00
------------------------	--	------

Mortgage Balance		349,227.56
------------------	--	------------

December 14, 2023, Council Meeting Pastor Kathy Report

- Presided and preached at 9 worship services.
- Regular meetings: WMA, Executive Committee, IT (via phone)
- Choir practice
- Worship planning – getting ready for all Saturday/Sunday services, Advent 4, Christmas Eve, Christmas Day and Lessons and Carols for Dec. 30-31
- Monthly PACT (Pastors Accompanying Congregations in Transition) meeting in person at the synod office. It was the first time since before COVID that we gathered in person with a Zoom option.
- Meeting with the Healing Network via Zoom
- Attended the Endowment Foundation Christmas Gathering
- Pastoral care for individual from the community
- Met with Nikki Madisen from the Siena Center to review arrangements for Jan. 27 Retreat and give her the deposit. Since we decided not to have Siena provide the food for lunch (they are still having it done by a catering service with no choice for what we would be served), I did some investigating of other lunch options for us in the area.
- Looking forward to having my brother Art, who lives in Park Falls, join us for Christmas weekend. My brother-in-law will also join us Christmas Day.

December 14th, 2023, Congregation Council
Pastor Debbie Report
(November 16th – December 14th)

- Pastoral Care
 - Congregation
 - Residential Care Visits (Brookside/Willowbrook)
 - Soup Ministry

Gretchen has begun making homemade soup for me to give to those I visit! I add some bread from Paielli's Bakery and I can't tell you what a gift this has been! One person I visited has even said that he wants to participate in making soup for this ministry when he is well enough to do so!
 - Time together (in person and/or over phone, before/after doctor/hospital visits/testing/surgery)
- Community
 - Breaking the Chains gift stuffing at St. Mary's December 11th (Church in Society), This is the 2nd year SML has supported this ministry as a partnership initiated between Pr. David Rebey and myself in the summer of 2022.
- Preparation for Surviving the Holidays, set-up and gathering held Saturday, Dec. 2ndw/Sue Quever, ~10 participants from St. Mary's, Lord of Life, St Paul's and a local Catholic parish.
- Advent home liturgy sourced and shared with those who are grieving. (How Does a Weary World Rejoice? A Worship Service for the Weary, *Sanctified Art* – Rev. Sarah Speed)
- Advent devotions sourced and distributed via email and hard copies made available (Beth).
- Blue Christmas liturgy designed and finalized in collaboration with Pr. Cindy (St. Paul's).
- Lent planning in process with area ELCA congregations, proposed theme of *Healing – the individual, the family, the community, the church, the nations*. Pr. Cindy and I facilitated this collaboration.
- Caring Team Collaboration – Sue/Pr. Debbie & area colleagues
- Weekly Text Studies with GMS South Conference
- Administration/Meetings/Conference
 - Mutual Ministry Team meeting, December 4th
 - Executive Committee Meeting, December 8th
 - Staff meeting with pastoral candidate, December 11th
- Looking Ahead
 - Dec. 19th, Tuesday, 6:30pm, Joint Kenosha ELCA Blue Christmas Service @ St. Paul's
 - Left hip replacement - January 2024

December 7, 2023, 5:45 PM
Worship, Music, and Arts, Meeting Minutes

Those in attendance were Dick Sjoerdsma, Julie Schmit, Deb Black, Andrew Schroeder, Pat Gallo, Markie Hylinski, Pastor Kathy Brown, and Faith Pfeiffer

I. Opening Prayer given by Andrew.

II. Minutes of the November 14, 2023 meeting were approved as written.

III. Report from Council members—Nothing new.

IV. Business

1. Worship

A. Setting 12 could use more singers on Saturday. On Sunday it was led by the choir and went fairly well. It will be sung through Epiphany.

B. Due to the enormous amount of information & ideas in the summaries of the surveys, time will be allotted in the January 9th meeting to discuss at length.

C. Dick moved to rescind the motion regarding the Sat. night service to give us more time for deeper examination of the data and opportunity for input from a Pastoral Candidate. 2nd by Andy. Motion approved.

D. Also, the schedule will continue with the Saturday and the Contemporary service until we have input from a new pastor.

E. Lent: There will be a mid-week service on Wednesdays at 6:30pm. using the Holden Village Service, with choir rehearsal following the service.

F. St. Mary's 150th Anniversary will be on January 22, 2024 (organized in 1874). Dick would like to get started with ways to celebrate said anniversary. We need volunteers for a committee. Some ideas are Marion windows, commissioning some music, contacting former pastors, making a special banner, and notification on the 80th St. outdoor sign.

G. Suggestion for whomever lights the altar candles: light from behind the altar, facing the congregation.

2. Music

A. Search for members who play instruments to enhance the worship services all year round and also on Saturday night.

3. Arts

A. Flowers: no one has volunteered to deliver flowers after the Sunday service.

B. Twenty-one poinsettias were ordered for Christmas. Still time for Memorial donations for the ELCA Outreach Center.

C. Kim Frost suggested the banner be returned to the front wall behind the altar. It needs to be taken down for the Contemporary service.

D. Chris Johnson and Rod will create the Narthex display.

E. Dick moved, Faith seconded, that we purchase 150 woven ribbon bookmarks for our hymnals. Motion approved. Faith will work with Pastor Kathy to order them.

POTPOURRI

A. Pat will lead devotions for our January meeting which will be Tuesday, January 9th at 5:45 pm.

B. The meeting was adjourned with a prayer by Julie.

