	Bethel Lutheran Church	**Council Meeting** Date: 03/12/2025 Start: 5:30 pm Adjourned: 7:20 pm		**Next Meetings:** Exec Committee: Wednesday 04/02/25 5:30PM Council: Wednesday Tuesday 04/08/25 7:00PM **Attendees:** Pastor Dave, Rachel Carlson, Lynda Grymala, Rene Hollebrandse, Jennifer LaFollette, Cherie Lauck, LeeAnne Marple, Matt Lyman, Mel Siebert, Shawn Garner	Evangelical Lutheran Church in America	
		Agenda Items				
	Topics	**Item Details**	**Person Responsible**	**Discussion/Actions**	**Goal for Completion**	
	Call to Order Opening Prayer		Rachel PD			
	Consent Agenda	Approval of Agenda February Minutes Staff Updates Facility Rentals Pastor's & Vicar's Reports	Rachel	All approved by acclamation.		
	Recurring Items					
	Financial Reports	Financial report	Shawn	YTD we are $6,000-$7,000 to the good. All designated funds have been replenished and credit line balance is zero. Considerations for carryovers from income in Dec24 to Jan25 were discussed. Financials were approved as presented with the corrections to account for Dec24 carryovers. Motion was made and approved to give $1,000.00 to the synod. Will vote on remaining 2,000 quarterly pledge to synod in April. Restarting the trending reports was requested. Shawn will be looking into transitioning to Quickbooks reporting instead of the current spreadsheet system for financials. Rachel requested financials be added back into the weekly bulletin and that the BLC giving be verified and tree/flowers in narthex be updated to reflect total donations.	 April May March	

	Facility	Septic	PD /Matt Lyman	Received letter from Marsh & Legge with analysis and recommendations that will be made to Fred County on Bethel's behalf. Recent requests for expansion of school are reasonable. Restrictions on commercial use of the kitchen remain but could be revisited after installation of new drain field. Same goes for the limit of 12 events of 200+ people during the period of one year. Need to get pricing on new drain field and then add the expense to our BLC campaign goals.	Confirmation from Frederick Co by March 31st.	
		Water Meter	Shawn	Installed and providing valuable insight into our water usage.		
		HVAC		HVAC service agreement signed with ME Flow.		
		Kitchen stove		Service complete. Inspection of unit and hood unit pending		
		Keypad install		Box with a key located at Discipleship Hall entrance has been installed. It has a master code, 4 assignable codes and temporary changeable codes which will be beneficial for access during rental events.		
		Ice Machine		Donation received and replaced with a new unit.		
		Discipleship Hall flooring	Matt/Shawn	Replacing tile in DH,pantry, and hallway outside of DH with commercial grade vinyl planking would run approx $5,000.00 with Matt and Shawn providing the labor. Partial replacement of subflooring in the pantry would be necessary due to water damage. $1,000 has been donated for this project but motion to approve was delayed until accurate cost est can be obtained and March financials reviewed. Question was raised about what will happen if/when we replace the carpet. Matt will price thicker, more substantial vinyl.	Flooring estimate by April meeting.	
	SEE MARCH FACILITY REPORT FOR LIST OF ALL TASKS COMPLETED					
	TEAMS			**brief updates:**		
	BLC Distributions	Written reports provided.	Lynda & Matt	note - discussion of Montessori school expansion moved under New Business		
	Communications		Jennifer & Mel	Jennifer met with Nina regarding TW@B. Contacts have been migrated to Mail Chimp. Migration of images from constant contact to mail chimp is in progress.		
	Small Groups		Brian & Rene			
	Engagement		Rachel	March meeting scheduled with Nina		
	Senior Ministry		Cherie	Surveying seniors to see what they would like. Will meet with PD later in March. In the meantime sending more cards and making phone calls.		

	Fundraising	Will have a written report on Thrivent initiative in April.	Lee Anne & Cherie	Will Sigler has concerns about opening the SB up to the community. He does not want to be the leader if we go in that direction.		
	New Business					
	Montessori School Expansion		Rachel	Voted and approved to move forward with offering additional rooms 1,2, & 3 for classrooms and office space, plus shared use of library space with monthly rent set at $2,350 for the 2025-2026 school year. This will be an amendment to the current contract and be presented to the congregation on March 16th. Estimated time for Montessori occupancy is 3-5 years.	Montessori asking for an answer by March 31st	
	Immigration / ICE	Protocol for Bethel	PD	Printed copy of ELCA Church Sanctuary Guidelines was handed out.and recommended by George Sr, This document does not provide a policy for Bethel. Policy specific to Bethel, with directives for staff is still needed.	May 2025	
	Kitchen	Who is responsible for stocking supplies?	Lynda	Did not discuss a suggested person or process. Move item to April meeting.	April 2025	
	Old Business					
	Senior Wall	Youth project	Mel	No action taken on ideas from Feb brainstorming.		
	Solar Project	Rebate Phase 2	Shawn	Forms for rebate are complete but must be e-filed based on calendar or fiscal year. Council gave Shawn permission to take necessary steps to expedite filing since there are concerns regarding deadlines and how long the rebates will remain available. On hold until rebate received.		
	Sound System	troubleshooting in sanctuary	Brian/Shawn	Service plan or solution was not discussed.		
	Upcoming Events					
	Lenten Food & Gift Card drive	March - April	Karen Shipp	Annual fundraiser for DSS seniors		
	Easter Brunch	April 20th		Lyman family has volunteered to lead		
	George's recognition	April 27th				
	New Music Director	Starts May 1st				
	Mother's Day Cake Auction	May 11th				

	Bishop Phyllis visit	Potential date August 17th		hopefully same day as Harvest Sunday but still waiting to hear back		
	Shrimp Boil	August 24th		Will Sigler has not committed to this date		