

Council Meeting Minutes

January 15, 2026

ATTENDANCE: S. Bear, A. Beer, H. DeFranco, Pastor D. Hartfield, M. Hylinski, P. Mason, Pastor J. Miller-Stubbendick, S. Raszkievicz, K. Richter, A. Schroeder, L. Zanin

ABSENT: D. Larsen

Discussion Topics

1. **Call to order:** – 6:30 PM
2. **Opening Prayer/Devotion:** Sandy
3. **Approval of Council Agenda for Jan. 15, 2026:** A. Beer made a motion to approve the agenda; P. Mason seconded. All in favor.
4. **Approval of Council Meeting Minutes Dec. 18, 2025:** K. Richter made a motion to approve the meeting minutes; P. Mason seconded. All in favor.
5. **Treasurer's report:** – See Attached December 2025 Report
6. **President's report:** – Approached with questions recently. Do we know if there are visitors that send checks for offering and to we send anything to them a “thank you”? We should be thanking visitors. Who would this funnel to? Cari R. Visitors sign the visitor book, but they would also need to provide an address. In titlhy, it designates if this is reoccurring or a one time. Discussed that the offering plates should pass by everyone. There is a challenge with that because as a counter you can't scrutinize it. It is supposed to be somewhat anonymous. The guest book also does not state that the person gave something. Many are signing the visitor book when they are coming for funerals. It was also stated to remind visitors to fill in the visitor cards that are in the pews. The pastors also thank visitors for attending. Lisa to double check with Sue to see if it is still going on to send thank you notes to visitors.
7. **Pastor's Reports**
 1. **Pastor Jordan (HAPPY 1st ANNIVERSARY!!!! JANUARY 6!)** – See attached. Received an email today regarding Keys to Kenosha, and wanted to know if SMLC would participate, Saturday, November 7th, from 10-4pm. Council thought it was a good idea and we need to do this well.
 2. **Pastor Debbie** – See attached report. Taize' service at the Sienna Center in Racine on February 23rd, 6:30-7:15. Open to the community.
8. **Old Business**
 1. **Adventures in Renewal Next Steps Decision Needed** — Pastor Debbie has signed up for some Co-lab sessions with Adventures in Renewal. Do we have energy in the congregation to pursue this? Is there something that we are doing that we can stop doing in order to do this? How do we get out in the world to see what God is up to? We have not communicated this to the congregation to find out if there is interest and passion to do this. The question is do we have the commitment to do this? It was mentioned that this discussion should be held at a bigger group/ leadership retreat, where Council can educate the ministry leaders to determine if there is energy around this versus just at Council.
 2. **Leadership Conference** — Need to schedule a date. Wednesday, January 20 afternoon planning session with Stephanie and Pastors Jordan and Debbie to discuss objectives of the retreat. (Preparing for possible ICE visit and Adventures in Renewal are topics to be discussed). Pastor Debbie posed the question “what are we looking for?”
 3. **Preparing for Possible ICE Visit to SMLC** — Signs are posted on the doors. Grant Pitts will come to the February meeting to discuss. Sunday January 25th, 5 or 6pm host a vigil at SMLC for those who have lost their lives/ been injured from ICE within the last year. CUSH would be sponsoring this. There would be a program for this vigil. Question asked if we would have someone to monitor the doors to ensure safety/security? A. Beer made a motion for CUSH to hold a vigil for the victims of ICE with a date to be determined, at SMLC; S. Raszkievicz seconded. Motion passed.
9. **New Business**

1. **Annual Meeting Date — July 26**

2. **Grace Lutheran Church Members Visiting —** Need to be aware of members visiting.

3. **What do you do and who do you call —** Protocol for when someone approaches that needs help? What resources are available? There are resources in the mailbox outside that can be given to people. Discussion occurred and need to ensure resources are available (mailbox outside and inside). Pastor Jordan to put together a list of resources and then we can figure out where to put the resources.

MINISTRY REPORTS & MOTIONS			
Ministry	Liaison	Notes	Motions
Audit	Keith	• No update	None
Caring Ministries	P. Deb/ Jordan	• Grief sharing will be added to the calendar	None
Church in Society	Patti	• Did not meet this month.	None
Education—> Faith Formation	Andrea/ P. Deb	• Have a final team identified. • Will meet on a Thursday in February	None
Finance	Keith	• Have ministers think about MMRP for 26-27. • Dan would like to come to February meeting	None
Friendly Center	Lisa	• Will meet on the 28th	None
I. Technology	Andrea/ Keith	• See attached	None
Nominating	Dana	• No update	None
Personnel	Andy	• Have January temple talk this weekend	None
Property	Keith	• Met with midwest alarm sales rep about the fob issue. They have replaced it twice and it has failed. • Will bring a new sep fob reader for by the office to try. • Fire alarm panel and circuit needs to be replaced and getting a quote. • If there are any long term wish lists or special projects from the ministries, let Keith know.	None

Reconnect Hospitality & Fellowship	Hollie	• February 21/22 Kringle Mingle Council to help • January 25 Church decoration pack away	None
Stewardship	Stephanie	• On the 20th in Naperville, 6-8pm, National Day of Racial Healing • Send ministry minutes to Hollie and Beth	None
WMA	Markie	• No Updates	None

Youth/ Sunday School	Sandy	• See attached reports	None
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10. Council Connection concerns: January – Sandy, no concerns brought forth.

**First weekend of the month, have the Council Connection state at Worship during announcements they are the connection for the month. Start in February.

PARKING LOT

Topic	Date Entered	Notes/Updates
Volunteer/Staff Appreciation	19 Jun 2025	
Collecting Information on members' businesses and skills	14 Dec 2023	
Getting to Know a St Mary's Member	14 Dec 2023	
Church Service Analysis Update		
Protecting Places of Worship	16 Nov 2023	Mentioned again 11/20/25
Ministry Role and Responsibilities		
Church Renewal	21 Aug 2025	

DOCUMENT UPDATES

Title	Date Entered	Committee	Notes	Due Date
Emergency Closure		Executive		
Constitution/By-Laws Reformat/Rewrite		Executive	1/15/25: A. Beer brought up that it is important that this document get updated/complete re-write and on it.	
Memorial Giving Policy		Finance		
Chapel Lounge Monitor Training/ Guidance				
150th Anniversary Historical Booklet/ Video	17 Nov 2025		Keith	30 June 2026

13. UPCOMING EVENTS

- A. **January 16-18:** Middle School Winter Extreme
- B. **January 19:** Spirit Content Due for Jan/Feb.
- C. **January 25:** Take Down Church Christmas Decorations
- D. **February 01:** Breaking the Chains 10 Year Anniversary
- E. **February 07:** Together in Mission (Registration open on GMS website)

- F. **February 08:** CUSH Chili (can pick up)
 - G. **February 14/15:** Good Samaritan Fund Weekend
 - H. **February 18:** Ash Wednesday (6pm with Communion)
 - I. **February 21/22:** Council Kringle Mingle
 - J. **February 25:** Lenten Services begin (*Tell Me Something Good* theme, meal, simple service)
 - K. **March 10-19:** Pastor Jordan Solidarity and Accompaniment Pilgrimage to Holy Land
 - L. **March 23-31:** Pastor Deb in California for Family Wedding
 - M. **March 29:** Palm Sunday Brunch
 - N. **April 02:** Maundy Thursday (6pm)
 - O. **April 03:** Good Friday (7pm Youth Led)
 - P. **April 04:** Easter Vigil (TBD)
 - Q. **April 05:** Easter Sunday
 - R. **May 9/10:** Good Samaritan Fund Weekend
 - S. **May 24:** Combined Kenosha ELCA Worship at Trinity 9am
 - T. **May 29/30:** GMS Assembly
 - U. **July 05:** Combined Worship at Spirit Alive 10:45 AM
 - V. **July 26:** Annual Meeting Date & Good Samaritan Fund Weekend
15. Prayer Requests/Closing Prayer: [Sandy](#)
16. Adjournment – [Meeting adjourned at 8:32](#)

2025-2026 Council Connections				2025-2026 Ministry of the Month Temple Talk			
Aug 25	Keith	Feb 26	Andrea	Aug 25	Youth	Feb 26	Finance/Stewardship
Sept 25	Andy	March 26	Andy	Sept 25	WELCA/Property	March 26	Friendly Center
Oct 25	Hollie	April 26	Stephanie	Oct 25	WMA	April 26	Nominating
Nov 25	Patti	May 26	Markie	Nov 25	Care Ministry	May 26	Nominating
Dec 25	Lisa	June 26	Patti	Dec 25	Endowment	June 26	CIS
Jan 26	Sandy	July 26	Dana	Jan 26	Personnel	July 26	Education/Faith Formation

December 2025 TREASURER'S REPORT

St. Mary's Lutheran Church - Treasurer's Report - December 30, 2025

General Operating Fund	
Beginning Balance	
December Income	6,140.08
December Expenses (added back voided chk 238.44 Trugreen)	67,095.14
Cumulative Profit (Loss)	<u>(65,668.44)</u>
	<u>7,566.78</u>
Dedicated Accounts	
Operating Reserve Beginning Balance	
-Receipts	9,603.51
-Disbursements	0.00
Operating Reserve Ending Balance	<u>0.00</u>
	<u>9,603.51</u>
Long-Term Reserve Beginning Balance	
-Receipts	71,178.68
-Disbursements	0.00
Long-Term Reserve Ending Balance	<u>0.00</u>
	<u>71,178.68</u>
Building/Grounds Beginning Balance	
-Receipts	7,969.58
-Disbursements	0.00
Building/Grounds Ending Balance	<u>0.00</u>
	<u>7,969.58</u>
Investment Accounts Beginning Balance	
-Receipts -	123,641.57
Investment Accounts Ending Balance	<u>0.00</u>
	<u>123,641.57</u>
Other Dedicated Accounts Ending Balance	
	<u>103,159.76</u>
Total Fund Balances	<u>323,119.88</u>
Bank / Investment Account Balances	
Checking Account	28,933.95
Money Market Account	90,544.36
Investment Accounts	203,641.57
Total Current Assets	<u>323,119.88</u>
Difference	<u>0.00</u>
	<u>0</u>
	<u>0.00</u>
Mortgage Balance	<u>266,899.97</u>

Pastor Jordan Miller-Stubbendick

Pastor's Report

January 15, 2026

St. Mary's Lutheran Church, Kenosha, Wisconsin

Related to ICE:

Signs are now posted on exterior doors and the door to the office, noting that St. Mary's is a sanctuary, and ICE agents may not enter our space without a warrant signed by a judge.

Grant Pitts, the executive director of CUSH, can come to our February 19 council meeting and help us put an engagement strategy into practice for what to do if ICE comes to St. Mary's.

There is discussion around organizing a vigil in Kenosha for those who have been killed by ICE since the beginning of 2025. It would be organized by the Religious Leaders Caucus of CUSH, of which I am a member. I would like to offer St. Mary's as a possible indoor location for this vigil, but want to talk with the council first, to get your thoughts. There is no set date yet, but it would likely be sooner rather than later. We would also ask for St. Mary's volunteers (among others) to help set up and clean up.

Related to Lent/Holy Week/Easter:

For Lent, we will use the resource *Tell Me Something Good: Grounding Ourselves in the Good News this Lent*. Resources offered will form the basis for Wednesday night worship during Lent. It will be a simple service, including Scripture and hymns. There will not be a sermon or communion. We will likely offer poetry to reflect on.

Soup will be offered at 5 pm, and worship will be at 6 pm, beginning on Ash Wednesday, February 18. The last Wednesday night Lenten service will be on Wednesday, March 25. I will miss two Wednesday nights in Lent (March 11 and 18) while I am in Palestine.

Worship on Maundy Thursday will be at 6 pm and Good Friday will be at 7 pm. Easter Sunday will be at 9 am.

There is current discussion around having a joint Kenosha/Racine ELCA Easter Vigil service at Carthage College on Saturday, April 4 at 5 pm. This would mean there would not be the regular Saturday night worship service at St. Mary's on that day.

Other:

Narmeen Salem, owner of Zaytuna's Kitchen, catered the presentation Adam and I gave on Palestine last year. She would like to come to St. Mary's and teach us about the Muslim holy month of Ramadan! She would give a short presentation and then invite questions. She and I talked this week, and thought that Sunday, February 15 during coffee hour would be a good time. She would like to offer this to St. Mary's without charge.

Pastor Debbie Hartfield Report
Pastor's Report
(12/19/25 → 01/15/26)
Congregation Council Meeting, January 15, 2026

- Pastoral Activities
 - Congregation member pastoral care
 - Hospital ER
 - Rehabilitation Center
 - Home visit
 - Preach/preside Sunday, December 21st
 - Community support
 - Secured transportation for a person needing to travel from Kansas to Kenosha to care for ailing parents

- The Advent book/bible study using *Voices of Advent: The Bible's Insights for a Season of Hope*, author - Rev. Dr. Matthew Skinner, was completed. 36 folks attended, with about half attending the Tuesday 1pm sessions and half attending the Sunday after worship sessions. Thank you to Andrea Beer for leading and facilitating the Sunday sessions! I led and facilitated the Tuesday sessions. Very favorable feedback has been received. Participants are looking forward to future faith formation opportunities.

- Administration/Meetings/Conference
 - Mileage Reimbursement request completed, January 5th
 - Pastor Jordan & Pastor Debbie 1:1 – January 6th
 - Executive Committee, January 7th
 - Annual Pastor Report to the Bishop completed, January 8th
 - Adult Faith Formation team identified January 10th
 - Church communication/announcements completed (Lenten Taizé service, Together in Mission & ELCA Social Statement Series), January 12th
 - Monthly Pastor's Report to Council completed, January 13th
 - Staff Meeting, January 13th
 - WMA Meeting, January 13th
 - Council meeting, January 15th

- Looking Ahead
 - Preach/preside January 17th/18th

- On call January 16th thru January 20th (Pr. Jordan & family to FL)
- Staff Meeting, January 13th
- WMA, January 13th
- Council, January 15th
- Leadership Retreat Planning meeting, tbd – either 1/21 or 122
- Rescheduled Good Friday Planning meeting, tbd
- *Together In Mission* GMS event, February 7th
- Adult Faith Formation Team meeting, Tentatively February 5th

Property Committee Meeting Minutes

January, 5th 2026

MOTIONS TO BRING TO COUNCIL:

HIGHLIGHTS/TOPICS FOR COUNCIL GUIDANCE:

ATTENDANCE: Dave Frost, Dave Sandahl, Christine Johnson, Dave Frost, Ralph Tollas, Dave Raszkievicz.

ABSENT:

DISCUSSION TOPICS

1. **Call to order: 5:30PM**
2. **Opening Prayer/Devotion:**
3. **Distribute Property Committee Agenda**
4. **Approval of Property Committee Meeting Minutes from 11/11/25.**
5. **Old Business:**
 - a. **See parking lot items.**
6. **New Business**
 - a. The Voting Board is asking us to install 9 temporary handicap signs for the west lot for voting.
 - b. Consideration for Trugreen contract for paying up-front for discount and consider grub control ourselves?
 - c. Replace light bulbs: West carport, westside eave spotlight, gym.
 - d. FOB reader replacement meeting with Midwest Alarm.
7. **Parking Lot items (if applicable):**
 - A. a. **Combine monitoring/inspection services for the following:**
 - a. **Midwest - Burglar Alarm monitoring; Fire Alarm monitoring; Fire Alarm inspection (1/Yr-May).**
 - b. **Cintas (Fire Extinguisher inspection (1/Yr-Nov); Exit Lights/Emergency Lights inspection (1/Yr-May); Kitchen Hood inspection (2/Yr-May&Nov); Wet Sprinkler System inspection (1/Yr-Nov).**
 - B. **Dave Raszkievicz concrete bench ends for use at exterior of east narthex entrance area: bench ends have been power washed, recommended to NOT use solid core plastic wood and use treated lumber instead, with red stain. [bench length for 3 people ~49-1/2", plan to cut 8' 2" x4" in half for bench] *No change***
 - C. **Paint East Narthex South wall. No change, waiting for quotes to patch, prime, and paint**
 - D. **Repair Sanctuary East & West drywall walls and paint. On hold**
 - E. **Property Committee 11-month review of Lemberg EMC sign installation (March 2026).**
 - F. **Give Adam name of person at Lemberg Sign for contacting about tripping offline.**
 - G. **Gym Floor cleaning**
 - H. **Upgrade fluorescent lighting in 1W, Choir, Sacristy, Sunday School Office, 3W, and 4E.**
 - I. **Install 8x30 window in Pastor Jordan's office.**
 - J. **Chair lift for basement.**
 - K. **Lift to clean ceiling fans?**
8. **Upcoming Calendar of Events:**
 - a. **Next Property Committee Meeting Monday, February 2nd at 5:30 PM 1W.**
9. **Closing Prayer: Amen, Alleluia.**
10. **Adjournment: 6:35PM**

Meeting Minutes Submitted by: David Raszkievicz

01/07/2026

MOTIONS TO BRING TO COUNCIL: None

HIGHLIGHTS/TOPICS FOR COUNCIL GUIDANCE: Will be meeting with two companies to get bids for Fellowship Hall screens, hearing assist devices in Sanctuary and projection in Sanctuary.

ATTENDANCE: Beth, Julie, Adam and Andrea

ABSENT: Andrew, Brian, Alex, Keith

DISCUSSION TOPICS

1. **Call to order:** 5:45 p.m.
2. **Opening Prayer/Devotion:**
3. **Approval of Technology Committee Agenda for 1/7/2026**
4. **Approval of Technology Meeting Minutes – None**
5. **Treasurer's report: None**
6. **Old Business**
 - a. Computer Replacement: Determining need for Pastor Debbie and Joan
 - b. Potential projects - Screens

Welcome Monitors – East Hallway and Fellowship Hall near office
Scrolling through Events/Locations

Large TVs and Matrix for Fellowship Hall

Sanctuary Projection McTiernan or Guitar Center
Getting quotes from Metrosound and Majik

Hearing Assist Devices for Sanctuary

- c. Better Instruction Materials – needed in Lounge and 1W – Andrea preparing
7. **New Business**
 - a. Starting budget discussions
8. **Upcoming Calendar of Events:**
 - a. Next Meeting: March 3, 2026 at 5:30 p.m.
9. **Closing Prayer:**
10. **Adjournment:** 6:00 p.m.

Meeting Minutes Submitted by: Andrea J. Beer

Youth Committee Meeting Minutes January 13, 2026

- Call to Order 6:40pm: Michelle Fonk, Kendra Richter, Stephanie Raszkievicz, Lara Rader
- Opening Prayer/ Devotion: Stephanie
- Approval of January 13, 2026 Meeting Agenda: approved
- Approval of December 9, 2025 Meeting Minutes: approved
- Treasurer's Report: Foundation contributions for Winter Xtreme and rummage sale have been deposited; Kendra is now getting a monthly report about current finances so it can be reconciled each month

Old Business

○ Administrative

- Safe Child: Stephanie and Andrea Beer have discussed 7 synod recommendations and will adjust current policy as drafted before bringing it back to the education committee; a policy about policy/procedure creation has been brought up with pastors via email; this issue is still ongoing

○ Fish/Fusion

- Rummage Sale: made over \$6000; was really busy sat am, will want a capacity # for next year; feedback form for next year suggestions will be sent out
- Winter Xtreme: MS – 13 kids, 2 chaperones; LOL has 6 kids and 2 chaperones January 16-19 HS – 15 kids (possibly 19) and 4 chaperones February 13-15
- Good Friday: getting feedback for on January 14th, 25th start practice; will try to incorporate Lenten theme "Tell Me Something Good"; youth will participate in burning of the palms with Pastor Debbie for Ash Wed
- **Palm Sunday Breakfast:** fill out Kwik Trip form to donate eggs, Amy Garrigan is getting a \$250 Thrivent card, considering having all the youth choir sing to increase the processional; will presell tickets: egg bake and biscuits and gravy like last year - \$8 for adults and \$5 for kids; baskets from families will be raffled off to go towards the mission trip
- **Mission Trip:** Down payments due May 21st may need a male chaperone; dates -July 19-24th

New Business

○ Administrative

- Meeting restructure/transition: This is currently in transition and will be reevaluated prior to next year; Sunday school will run their own meeting with Pastor Jordan as a support Sunday mornings (dates TBD) and FISH/Fusion will have their own meeting (2nd Tuesdays 6:30p); Michelle will discuss with Joan about how she would like to proceed so everyone is on the same page under Youth Education and everything gets relayed to Council
- Need Treasure/Plan for finances: Kendra will handle FISH/Fusion and Joan will need to pinpoint a parent to sign off

○ Fish/Fusion

- Service Projects: \$200 from rummage sale will be gifted - Kendra will ask kids what causes are important to them in the community and come up with a couple choices; Kendra would like to do other community outreach – making sandwiches in Racine with Living Faith Community church was an idea

- Lent Soup Suppers : 5pm, Gretchen is already planning; will do one on Ash Wed; small group chat materials are included in the Lenten resources that will be used for service that will be available in anyone wants to start one
- Confirmation Date: May 17th
- Senior Sunday: June 7th; will talk at Aug 9th service about Mission Trip

Next Meeting Tuesday, February 10, 2025 at 6:30pm

Sunday School Meeting Minutes

January 11, 2025 10am-11am

ATTENDANCE: Joan Oehlberg, Stephanie Raszkievicz, Hollie DeFranco, Jim DeFranco, Tom Plotner, Megan Kueker, Andrew King, Ariel Gauslow, Orlando Florez

ABSENT: n/a

DISCUSSION TOPICS

Old Business:

- Christmas Program: Mary Said Yes': Kids had fun, and it was a success.

8. New Business

1. **Lutherdale 2/7-2/8:** Chaperones: Jacob Kueker / Joan Oehlberg Driver if needed: Tom Plotner: Background checks required for Chaperones and Drivers. Will be receiving an email from the company who does our background checks through Beth. Encouraged to let friends and others know about Lutherdale. Let families know that if they or someone else they know find it difficult to pay for their portion, to let me know.
2. **Saturday service singing date determined:** February 28, 2026 4pm Fruits of the Spirit Song? And Fruit bar representing the Fruits of the spirit after servic. Sundae Bar?
3. **Palm Sunday March 29** Palm waving procession - Yes Sing? Partner with Pastor Jordan for service flow and if we can fit in singing.
4. **First Communion:** Determined that all children active in Sunday school have had their first communion. Discussed the starting age/ grade for our littlest of Sunday school children to be kindergarten.
5. **Movie theatre outing:** This was a fun activity for the kids last year. Will be doing this again. Will wait to see what movies are coming out. DTBD
6. **Mother's Day May 10, 2026** singing two songs: One of them will be 'Do, Re, Mi'
7. **Games day: May 17, 2026** Last Sunday school day for the school year. Or May 31st.
8. **VBS:** first week in August 3-6/7 Monday through Thursday or Monday through Friday. Will be putting together committees to support the many pieces of VBS.

9. Parking Lot items:

10. Service:

1. **Greeting:** Second sunday of each month pending other activity/ events. We will not cancel, we will just switch to a different Sunday.
2. **Soup Kitchen:** volunteering did not resume for fall. Reciprocal communication has been difficult. We discussed making peanut butter sandwiches every couple of months on a Sunday after church. 10:30am - 11:00am. Our participation with the Soup Kitchen needs to be taken off the communication. Need to let Beth know.
3. **Ideas / events to consider:** intergenerational - international potluck, Instruments Nate: hand chimes, bells., Paint party, Gardening / planting flowers outside. Sending out a parent response for dates that will not work so we can plan for a date to do at least one more event.
4. **Sunny Sunday:** Kids pass out handmade, 'Happy you are here' or similar cards to the congregation. This is a random act of kindness and would consider doing this once a month or every couple of months.

Misc: Parent requested the scripture / topics for the weekly lessons. This would be a nice reinforcement at home of what we heard and how we can connect it in our personal experiences also within the community.

Next Meeting date was not determined yet, but agreed that it would be on Sunday that Joan is free from Teaching as service ends to be able to connect with parents for 30 minutes from 10:00-10:30.

We agreed that keeping meetings and events on Sundays post service will result in the best fellowship opportunities.

Meeting Ended 10:55a

Meeting Minutes Submitted by: Joan Oehlberg

Meeting Minutes submitted by:



Hollie DeFranco

Congregation Council Secretary