

LUTHERAN CHURCH OF OUR REDEEMER --- CHURCH COUNCIL MEETING

Tuesday, September 13, 2022
6:30 PM Executive Committee Meeting
7:00 pm Council Meeting

Council Members: Tammy Davis, Jennifer Harms, Monte Hopper, Peggy Juba, Tony Kneeland, Codi Martin, Justin Ruesch, Bev Splinter, Laurie Tennis. Advisory: Pastor Dave Nerdig, Nikki Landmark, Preschool Director/Teacher & Wendy Kruger, Teacher Aide

Call to Order by Tammy Davis

Approve Agenda- Addition of Roger's position proposal. Motion to approve by Jen H. Second by Codi M.

Opening Devotions: Monte H.

Approve August Minutes- Motion by Bev Second by Laurie Motion carried.

Approve August Treasurer's Report- Total income \$77,357.58. Expenses were down. Giving was down for August. Motion to approve by Justin R. Second Monte H. Motion carried.

Staff Reports:

- Nikki Landmark, Preschool Director/Teacher & Wendy Kruger, Teacher Aide- gave report on duties and responsibilities. Teaching children about God. Preparing them for Kindergarten with readiness curriculum. Nikki and Wendy also teach church school and confirmation.
- Associate Interim Pastor's Report - On download

Old Business:

- Interim Pastoral Staffing- tabled
- Facility Use Policy- Unintended Consequence- Alanon, LSS and Girl Scouts were put in jeopardy with the facility cost change. Wording change of groups of 30 or more or use of kitchen need to have facility charge. 30 or less meeting in a classroom would have no fee. If damages are done then a responsible person of group will be contacted. Contracts may have to be signed by main person from each group.No church member affiliation needed. Motion made by Monte to allow Alanon, LSS and Girl Scouts continue to use facility at no cost and return facility to preuse condition. Bev S seconded. Motion carried.
- Ministry Site Profile Status- Has been submitted Nationwide. Codi is excited.

New Business:

- Policy Reviews-
- Full Time Facility Manager-Adam L. is interested in the full time position. Motion made by Jen H. to hire Adam L. to the full time position of Facility Manager@ his current rate and benefit eligibility. Second by Tony K. Motion carried.
- Funding for Call Process (Travel, Meals, Lodging)-Taken from Dedicated fund
- By-laws/Constitution - Pastor Jonathan Vehar- name given to Tammy for revision of bylaws. Possibly could take two years.
- **To approve the following position
Business Administrative Assistant-at the current budget rate Previously Roger's position**

Business Administrative Assistant

Maintain church website. Responsible for social media posts and schedule and post live stream events. Maintain and keep the church calendar.

Participate in weekly staff meetings

Provide recommendations to budget

Provide clerical support to Pastors and support Business Manager and staff

Prepare annual report by collecting and organizing information.

Maintain schedules of events and functions and notify appropriate staff.

Responsible to purchase and maintain inventory of standard church supplies

Create and print material for worship including but not limited to bulletins, inserts and reports. Ensure appropriate copyright usage.

Create and disseminate advertisements of events and volunteer opportunities.

Serve as the church office receptionist. Responsible to greet and welcome all visitors, staff, congregation members to Lutheran Church of our Redeemer. Answer and direct all calls and messages to the appropriate person.

Responsible for timely communication including mail, email and social media of worship links, newsletters, special notices and other church related information.

Responsible for graphic designs for worship, newsletter, website and social media communications.

Receives and sorts incoming mail and deposits outgoing mail at the post office before daily mail deadline.

Motion to approve the BAA position up to the current rate of pay. Made by Justin R. Seconded. Motion carried. Bev S. and Justin R. will be on interviewing committee

Committee Reports -- see attachments

Education	(Peg) no
Fellowship	(Twila -- staff) no
Finance	(Laurie) no
Policy	(Tony) no
Preschool	(Jen)no
Property	(Monte) no
Stewardship	(Justin) moving forward w/ fall campaign
Strategic Planning	(Codi) met last night. Numbers given for demographics for church growth and crimes in Watertown area.
Worship and Music	(Bev) on download. Everything starts Sept. 14th.
Youth and Family Ministry	(Codi)no
Call Committee	(Codi) previous report

Next Meeting: Tuesday, Oct 11, 2022

Executive: 6:30 PM

Council: 7:00 PM

Meeting Adjourned

Closing Prayer

Devotions: Bev S

ASSOCIATE INTERIM PASTOR REPORT

SEPTEMBER, 2022

Lutheran Church of Our Redeemer, Watertown, SD

Pastoral Duties

Since last Council Meeting

Conference & City Pastors: 1

Sermons: 3 (non-repeat)

Synod Interim Pastors Zoom: 0

Presided: 5 (non-repeat)

Pre-marriage sessions: 2

Funerals: 2

Confirmation Classes: 0

Weddings: 1

Adult Ed: 8

Baptisms: 9

Upcoming Ministry

- I have completed the worksheets for 22-23 Confirmation Ministry
- Presently Meeting with 1 couple preparing for marriage
- We are beginning to prepare for Rite of Confirmation on Oct 30, 2022
- I have completed worship templates through Oct 23, 2022

Staffing Concerns

- The staff received AED training today which is good for two years. Our AED however is a 2004 model and should be replaced
- Phil has indicated an interest in the Business Administrative Assistant position. Does the council want to appoint a search committee for the position? I believe it is important that we fill it as quickly as we can find a qualified candidate. It puts a great deal of stress on the remainder of the staff filling in the gaps in meantime.

Congregational Concerns

- The community of Watertown is preparing to receive 1,000 immigrants from Ukraine. The local ministerial is dedicated to helping. How would our congregation best investigate participation in the process? Which committee is best suited to explore this?
- The synod office informed us that the MSP can be accessed all across the nation now.
- Two significant groups have been unintentionally affected by the Facility Use Program, The Alanon Group and a potential LSS Grief Group. I will suggest a change.

Personal Concerns

- My brother's funeral is on Saturday, September 17th in Columbia Falls, MT. My sister Mary and I will drive together, leaving early Thursday morning. I will be back Tuesday or Wednesday of next week. I will use 3 days Family Leave, 3 Comp days, 1 or 2 Vacation Days
- Linda's mother has been experiencing a constellation of health concerns. Consequently, Linda will be unable to travel to MT with me. She needs to be available to her mother and father for care. That's what brought us to Watertown.
- Vacation earned: 3 weeks (including 3 Sundays). Vacation Used: 3 Sundays & 3 weeks .