

SAMMAMISH HILLS LUTHERAN CHURCH

Council Meeting—February 9th, 2010

February Council Minutes:

Present Council Members

- Beth Woodward
- Scott Merritt
- Cam Barsness
- David Edson
- Dean Barnett
- Elliott Hoole
- Sharon Sausville
- Andy Tischaefter
- John LaMunyon
- Will Sappington

Council members not present

- David Miles

Guests

- Debbie Poulin, Prayer Team
- Tom Ryan, outgoing council member

1. Call to Order and Devotions
 - Meeting called to order by Beth at 6:35
2. Presentation by Prayer Ministry Team
 - Debbie Poulin gave us an update on how the prayer ministry works. The ministry was developed by Ruth Swanson. The ministry started with about 20 cards per week, and now the cards number roughly 140 weekly. The ministry team is now down to **two** people. The ministry team is asking council to decide if it is a valid ministry. Would council consider taking a packet of cards during each meeting and praying over those cards?
 - Council will discuss the ministry and get back to the prayer team with our thoughts and recommendations.
3. Approve/Modify Agenda
 - Add prayer ministry to new business
 - Add refinance to new business
 - Ministry of the month added to new business
 - Garden discussion from tom Ryan added to old business
4. Approve Minutes of January Meeting
 - Motion to approve January meeting minutes, motion so moved and seconded. Motion passed.
5. President's Report
 - John moved the 2010 slate of officers:
 - i. Beth - President
 - ii. Scott - Vice president

- iii. David Edson – Treasure (as March 1, 2010 through Feb 2011)
 - iv. Cameron Barsness – Secretary
 - v. Beth moved to vote. Seconded by Elliot. Motion passed
 - Beth: each council member has a mailbox in the office where mail can be left for them.
 - Beth: David and Cam will need to be added to the bank account so that they have the ability to sign checks.
 - Discussion of Calendars:
 - i. John is concerned with the April meeting. John would like us to move the April meeting to April 6th.
 - ii. John and Will are both gone in May. Would move the May meeting to May 18th.
 - iii. David Edson is in Minnesota the whole month of July and first week in August, so all reports during that time will be done via email.
6. Lead Pastor Report
- Overview of Responsibilities
 - i. Preach/Teach in partnership with Pr. Will
 - 1. Continue Luke preaching series through August
 - ii. Continue to explore adult education in the parish
 - iii. Further develop opportunities for young fathers
 - iv. Further develop Sammamish Hills Youth Camp
 - 1. Shoshone Base Camp, July 29-August 1
 - 2. Further enhance offerings of “Beyond Shoshone”
 - 3. Fire Observation Tower for Beyond
 - v. Staff
 - vi. Administration of the Congregation
 - vii. Partnerships
 - 1. Faith Inkubators (www.faithink.com) Children’s and Confirmation Ministries “Faith Five”
 - 2. *Head to the Heart* Confirmation Curriculum
 - 3. 3 Dimensional Ministries (www.3dministries.com)
 - 4. Bonhoeffer Community of Learning
 - a. Alpha Huddle (with Cheri)
 - b. Staff Huddle (with Will)
 - c. Bonhoeffer Senior Pastors’ Huddle
 - d. Salish Pastors’ Huddle (with Will)
 - 5. Legacy Community of Learning
 - 6. ELCA-NWWA Synod
 - 7. Sammamish Chinese Language Outreach Ministry
 - viii. Renters
 - 1. Skyline Parking
 - 2. Metro Parking
 - 3. Sammamish Chinese Language Academy (Mandarin)
 - 4. Bible Study Fellowship
 - 5. Sammamish Kiwanis
 - 6. Puget Sound Blood Bank
 - Projects for 2010-11

- i. Staff
 - 1. Incorporate new Records Specialist and Business Administrator into staff life
 - 2. Recruit volunteers for Exec. Assistant and second Receptionist (Shepherd's Staff input)
 - 3. Figure out Sexton-Cleaning service balance
- ii. Buildings/Grounds
 - 1. Upgrade interior Sanctuary sprinkler systems
 - 2. Repair/replace exterior Sanctuary sprinkler systems
 - 3. Repair Administration Wing wheelchair lift
 - 4. Replace siding on N & W wings of Preschool
 - 5. Continue forward movement on Community Garden (Ryans)
- iii. Stewardship
 - 1. Run pledge campaign from 2/28 through 3/28 with "Pledge Sunday" and "Palm Sunday" the same day
 - 2. Details of Stewardship Campaign
 - a. "Share"
 - b. Kick-off Sunday, February 28
 - c. Temple Talk
 - i. Council members needed to do temple talks on the value of stewardship in your own life. Kick off Sunday (Feb 28th) with packets left in the narthex. Packet will contain the letter from Beth and John, percentage giving rate graph, review of what we have done to merit why we need a 5% increase in giving. Each week will send an inspirational letter out to keep people inspired. Need six temple talks and four letters.
 - d. Pledge Packets (those not picked up after worship will be mailed out)
 - e. Pledge cards placed on the altar/in offering trays on Palm/Passion Sunday
 - f. Follow-up mailing to members who don't pledge
 - g. Total pledges announced on Easter Sunday
 - h. Goal is 5%+ increase in giving
 - 3. Continue to teach life-long stewardship of all of God's gifts
- iv. Candidacy of Alison Carpenter for Parish Records Specialist (\$24/hr., 15-20 hrs./week)
- v. John will be asking Tom to come to all council meetings as a bystander (a voice with no vote).

7. Pastor of Worship and Outreach Report

- Areas of responsibility
 - i. Worship: plans services, schedules bands, relates to musicians, altar teams, Liturgical Arts and usher coordinators.

- ii. Theme planning for the year – supported by newsletter and worship events.
- iii. Coordinate media
- iv. Outreach: to ministry leaders, ministry of the month and Christmas gift drive oversight.
- Lent Plans:
 - i. Soup and sandwich suppers will continue this year, with different ministry groups hosting each week.
 - ii. Using the Faith Incubators curriculum
- Easter Plans (April 4th):
 - i. Skyline will not any outside group use their facilities
 - ii. 8 am service – sanctuary sunrise service (45 minute service)
 - iii. 9am tradition with Choir (50 minute service)
 - iv. 10:30 Contemporary (50 minutes)
 - v. 11:45 contemporary (50 minutes)
 - vi. Youth will be doing a breakfast beginning at 8:45. The meal will be by reservation only, with tickets being sold a head of time with the purpose to raise money for Guatemala.
 - vii. Parking – members are asked to park at skyline, city hall, or the library. Looking to get a bus service to help bus people to the church. Let the visitors and guests park in our parking lot.
 - viii. John will get parking attendants.
 - ix. The goal is the not have people in the Narthex
 - x. Need to find volunteers to the nursery for all four services. Will will discuss with Karen about hiring someone for that time.

8. Treasurer's Report

- Tom's last report as Treasurer!
- Projected Giving report
 - i. A head of last two years and the 10-year average. (January was a 5 week month this year and was a 4 week month last year)
 - ii. Simply Giving and Credit card giving is trending upward.
- Fund Balance report:
 - i. Benevolence reserve is \$50,000, 50% which is theological. Council needs to decide on a one-off mission.
 - ii. 1.17% is designated to a theological education account for a candidate that is certified as an ELCA candidate.
 - iii. 1.67% of every dollar goes to a Global missions funds. Global missions team will come in March to ask for money (usually the Tanzania team gets the money)
 - 1. John may ask the money to give to Luther World Relief
 - 2. Tanzania team asked for \$10,000.
 - 3. Tom suggested that we get a global outlook and make a yearly recommendation for the total amount
 - iv. Bound Conscience Fund: 11.11%
 - v. Guatemala Mission Trip: money that came from last year that no one wanted lost in the books, so now it has a designated/reserve fund.
 - vi. Gifts and Memorials:

1. Money given in gifts and memorials with which something in purchased for the church with the person name on it.
- Budget Report (financially by month)
 - i. Offerings \$10,000 over, but that came because a facility use was paid upfront and the money should actually be allocated pro rata over the year.
 - ii. Should the pre-school contribute to the use of the facility? So far the discussion has been set aside and we are not pursuing the issue further.

9. Old Business

- Community Garden (presented by Tom)
 - i. Tom is working with the city to get approval for the land and also to obtain pricing on the water meter (looking at \$12k-\$15k for a sub-meter).
 - ii. Andy asked if things would actually grow – and the answer given is yes. Sun would start around 10am and last throughout the day.
 - iii. Surprised if we get it going in 2011, most likely going to happen in 2012.

10. New Business

- Records Specialist Position
 - John's summary: two candidates came to the forefront.
 - She is a very active in her church as well
 - Sharon's summary:
 - She had very honest and complete answers and good questions.
 - Tom's summary"
 - Checked two references – prior CPA/boss indicated that she had great rapport with clients, detail oriented, and gets along well in the workplace
 - Independent contractor has known her for 28 years and speaks very highly of her.
 - Budgeted for 15 hours per week (Monday/Wednesday)
 - John moved that we extent a letter of offer for the position of parish records specialist at a pay of \$24 as well benefits specified by the personal manual to begin Wednesday Feb 10th.
 - MSP
- Cookie Cart accessibility
 - Andy discussed that Dean had raised an issue about some participants not having access to chairs/tables so that they can participate in the after church festivities.
 - Discussion was had about the need for a preponderance of seats before those that needed the seats most would have a seat.
- Prayer ministries
 - Consensus was that we honor their work, but we, as council, are not going to either validate or cancel the ministry. Their team needs to make that decision.

- Council will not be taking a stack of cards.
- Ministry of the Month
 - Council in April of 08 approved a two-year cycle.
 - Will: Offer to council to go through, eliminate an org or two who have done nothing to promote the M.o.M.
 - Will: Suggest to add Lutheran Association of Missionaries and Pilots U.S
 - Will: request permission to put together new two-year calendar and bring it back to council for approval
 - Will to come back next month (March) to present plan
- Proposal of Refinancing:
 - Tom: Current mortgage would be paid off in 2014 (5% interest, balance is \$295,000).
 - A congregant has offered to replace the note for the same time frame at 3%.
 - Tom: request that the savings would go into the building fund.
 - Would need to go to a special congregation meeting.
 - Tom to contact Jim Leistikow, the ELCA Foundation representative.

11. Other Business

- Should the business administrator be present at all meetings?
 - i. Yes
- Surprises? Staff turnover?
 - i. Clear to staff about our expectations - need to know about fees, citations, etc.
 - ii. Staff would like to know that employee reviews have been completed (not the details, just that they are done).
- Reminder about Leadership meetings: First Tuesday of each quarter there is a leadership team meeting.
- Next meeting items:
 - i. Should we each take a ministry to check in with, and see if they have issues that need to be brought to council?

12. Adjourn - Lord's Prayer

- MSP at 9:30