

Bethlehem Lutheran Church
720 South Second Street
Mankato, MN 56001

COUNCIL MINUTES

Title: Congregation Council Minutes

Officiating: Mary Bliesmer

Purpose: Monthly Business Meeting

Recording: Kathy Yale

Date: September 20, 2011

Time: 7:00 p.m.

Location: Heritage Room

Scheduled			Actual			Present
Start	Stop	Total	Start	Stop	Total	Number
7:00 p.m.	9:00 p.m.	2 Hrs.	7:00 p.m.	8:40 p.m.	1:40	12
Council Members and Guests			Present	Absent	Position	
Mary Bliesmer			X		President	
Bob Ihrig			X		President-Elect	
Rachel Wood			X		Vice President	
Kathy Yale			X		Secretary	
Diana Olson			X		Treasurer	
Amy Heiser			X		Member-at-Large	
Betty Groth			X		Member-at-Large	
Lori Ruthenbeck			X		Member-at-Large	
Pastor Jay Dahlvang			X		Lead Pastor	
Pastor Collette Broady Preiss			X		Associate Pastor	
Bob Brown			X		Facilities Management Board Chair	
Frank Larsen			X		Personnel Committee	

PRESENTER TOPIC	ITEM DESCRIPTION
7:00 p.m. Mary Bliesmer	CALL TO ORDER
Pastor Jay	DEVOTIONS: Based on the book of Matthew: "Be Doers of the Word, Not Hearers Only" by Richard DeHunt, followed by an opening prayer.

REGULAR BUSINESS	
Mary Bliesmer	AGENDA: Diana Olson moved that the agenda be adopted with the Open Forum addition of a Personnel Review Update by Frank Larsen and an Old Business addition of b.) Bethlehem Child Care Center Update by Lori Ruthenbeck. MSC.
OPEN FORUM	
Bob Brown	<p>FACILITIES MANAGEMENT UPDATE: Due to the evening's full agenda, Bob offered to table the boiler room tour until next month.</p> <p>ALARM SYSTEM UPDATE: The Facilities Management Board reported receiving four bids ranging from \$8,000.00 to \$15,000.00 for replacing the fire alarm system in the north end of the building.</p> <ul style="list-style-type: none"> - In light of the competition, North American Security Corporation revised their original bid downward [from \$14,847.00] to \$9,463.00. - After automatically eliminating the highest and lowest bids, and following careful consideration and much conversation, the Board is recommending the bid by North American Security Corporation at \$9463.00, which includes the installation of state-of-the-art "smart" detectors and an expandable control panel. The company is asking for \$4731.50 down, with the balance due on completion (est. = 3 weeks). - Diana Olson made a motion to approve spending \$9463.00 to replace the alarm system, as recommend by the Board, using Bethlehem's line of credit, as pre-approved by the congregation on 9/4/11. MSC. <p>GARBAGE DISPOSAL: Bob reported that the commercial garbage disposal in the kitchen is no longer working and needs to be replaced. The Board approved accepting the quote from Meyer & Sons for \$2,000.00, which reflects a discounted price for the equipment and also a discounted rate for the installation. The funding source has yet to be determined.</p>
Frank Larsen	PERSONNEL COMMITTEE RECOMMENDATIONS: Frank reported that, under the current circumstances, the personnel review process was a pleasure. He reported that Pastor Jay met with each staff member for the purpose of performance reviews, following which, Pastor Jay met with the Personnel Committee. The Committee also met with each staff member individually. Based on the results, the Committee is making recommendations for compensation packages for 2012 for all staff, not including pastors. Frank provided a written report of the proposed compensation, stressing confidentiality. The proposal will be forwarded to the Budget Committee.
REGULAR BUSINESS, <i>continued</i>	
Mary Bliesmer	MINUTES: The August 16, 2011, Regular Meeting minutes were approved on a motion by Lori Ruthenbeck. MSC.

REPORTS	
Diana Olson	<p>FINANCIAL REPORT: Written Report.</p> <ul style="list-style-type: none"> - Member giving in July was down to 95% of budget. - The 5% shortfall for the month is approximately \$13,000.00. - The Financial Secretary will be printing quarterly member giving statements soon, and hopefully people will be inspired to get caught up. <p>Diana Olson made a motion to pay the over-budget youth CSI bills. MSC.</p> <p>Bob Ihrig made a motion that the President have a conversation with the Director of Youth and Family Ministry regarding the value of anticipating expenses, while sharing the Council's concern about going over budget, especially at a time when the church is already operating with a deficit faith budget. MSC.</p>
Pastor Jay	LEAD PASTOR'S REPORT: Written Report & Mission Statement Handout.
Pastor Collette	ASSOCIATE PASTOR'S REPORT: Written Report.
OLD BUSINESS	
Bob Ihrig	<p>FIVE YEAR PLAN: Bob suggested Council's leadership of the implementation of goals in the Five Year Plan and offered to monitor outcomes for the Council.</p> <ul style="list-style-type: none"> - Bob provided a sample spreadsheet that could be used for recording progress. - He requested that the Five Year Plan be a standing item on the Council agenda. - On the agenda for next month, Bob proposed providing a sample letter to Boards and Committees which would communicate reporting expectations.
Mary Bliesmer	Mary suggested that those responsible as 'ministers' for the various goals is flexible and subject to change and, certainly, Boards and Committees are welcome to participate where they feel it is appropriate and/or they have something to contribute. An example of a good fit might be the Evangelism Board, though not listed, as a minister for the goal of Community Involvement.
Pastor Jay	Provided a written report of impressive accomplishments in August and September - categorized by goals - in the five year plan. His report, however, demonstrated a current need under the goal of Facilities and Building. He has started the groundwork to re-establish an active Building Committee.
Diana Olson	Diana suggested that including a series of monthly reports, such as the one prepared by Pastor Jay, in the semi-annual report would be a good way to keep the congregation informed and mindful of the five year plan.

Lori Ruthenbeck Beth Webb	<p>BETHLEHEM CHILD CARE CENTER UPDATE: Lori expressed concern over the financial stability and outlook for the Child Care Center:</p> <ul style="list-style-type: none"> - The Child Care Center lost its recent appeal in an unemployment compensation case. - A confidential donor has been subsidizing the Center for an amount up to \$30,000.00. - There is \$6000.00 in uncollected fees that will be sent to a collection agency. - The current outstanding debt of \$37,000.00 includes \$15,000.00 to Minnstar Bank, \$9000.00 to Sam's Club, and \$13,000.00 to Flanagan Sales. - They expect an enrollment of 48 in April. <p>The Center 1.) uses Quick Book for their financial tracking software and 2.) is applying for tax-exempt status.</p>
	NEW BUSINESS
Amy Heiser	<p>YOUTH BOARD UPDATE: Amy reported that the Youth Board received a formal complaint about possible safety issues during the recent CSI mission event and that the Youth Board will consider those when making plans and picking projects for next year.</p>
Kathy Yale	<p>NEW MEMBERS: On behalf of the Evangelism Board, Kathy presented the list of new members who were received on June 19, 2011, and they were approved for membership on a motion by Lori Ruthenbeck. MSC.</p>
Pastor Jay	<p>Pastor Jay reported there are currently about ten more family units and individuals who have expressed an interest in becoming members.</p>
Mary Bliesmer	<p>EXCELLING IN MISSION: Mary Bliesmer, Betty Groth, Rachel Wood and Kathy Yale are interested and willing to attend the event to be held at Christ the King Lutheran Church on October 18th. According to the invitation, we can send one more representative, so Kathy Yale offered to contact the Community and Global Mission Board Chair to extend the invitation.</p>
Mary Bliesmer	<p>ADJOURNMENT: Bob Ihrig made a motion that the meeting be adjourned at 8:40 p.m. MSC. The meeting closed with all joining in The Lord's Prayer.</p> <p>Next Meeting: October 18, 2011, at 7:00 p.m.</p>

MSC = Motion Seconded and Carried.