

January Congregational Council Agenda

Date: January 20, 2026; **Time:** 6:30 PM; **Location:** OSLC Conference Room

Present: Pr. Leland Armbricht, Pr. Susie Modrow, Deb Morris, Dwight Benoy, Kelly Marquard, Kerry Gustafson, Lauri Pudwill, Marianne Erlien

Remote: Eric Peterson, Matt Martien

Absent: Sarah Ward

Guests: none.

Agenda

1. **Call to Order** (2m)
2. **Devotions** (4m)
 - Pr. Leland Armbricht
3. **Consent Agenda** (8m)
 - Review and approval of pre-distributed reports and routine items for efficiency.
 - i. [December 21 Minutes](#)
 - ii. [December 28 Minutes](#)
 - iii. [January 3 Minutes](#). Update #4E ... congregational meeting on 2/1, for call change. Bullet point 4 should say "congregational meeting".
 - iv. [January 15 Minutes](#)
 1. Motion to approve: Kerry Gustafson
 2. Second: Lauri Pudwill
 3. Approved by ALL
 - v. January Agenda
 1. Motion to approve: Dwight
 2. Second: Kelly
 3. Approved by : ALL
 - vi. [Ministry Team Reports](#)
 - vii. [Pastoral Reports](#)
4. **Financial Report** (20m)
 - **Prior Month Review:** (10m)
 - i. Financial Statements (attached to email)
 1. OSLC 2025 Financial Statements - Dec 2025
 - a. 2025 financials are net -35,302 (including generous gift at year end and ERC funds).
 - b. Kerry has updated the summary (pulse/bulletin) to highlight the need for \$150K in cash reserve to support 3 months of expenses.
 - c. Kerry to follow up with Christine about best practices for identifying funds we are dedicating to our cash reserves
 - d. Kerry to talk to Christine about changing van to a depreciating asset. Determine if there are other assets that we could classify in the same way.
 2. OSLC Change in Dedicated Accounts as of 12-31-25
 1. Motion to accept financial report: Dwight Benoy

- 2. Second: Kelly Marquard
 - 3. Approved: ALL
- **Loan or Other Financial Details:** (10m)
 - i. In prior meeting, we had a motion to move elevator upgrade cost.
 - 1. Motion to move elevator cost out of the loan, based on congregant's anonymous donation: Kerry
 - a. Second: Dwight Benoy
 - b. Approved by: ALL
 - 2. Meeting with Brad (insurance broker) is on January 21 at 1PM.
 - a. Is sewer cleanout required?
 - b. Should we submit a claim for our early 2025 backup?
 - c. We have officer coverage per MN statutes, get clarification on why we have additional insurance when that is already covered per that statute?
 - d. Electrical survey completed today (1/20) by Doug Ventrelli.
 - 3. Kerry will start creating 2025 giving statements and prep for mailing. She is looking for volunteers to help stuff envelopes and apply stamps (in the next 2 weeks)
- 5. **Consent Exceptions:** Address any items pulled from the consent agenda for further discussion. (10m)
 - None.
- 6. **Council Working Groups** (20m)
 - Know your congregation (Lauri, Marianne, Jeff)
 - i. Breeze update was due to happen on January 16. Johnnie and Ellie worked on it, and questions raised caused the process to be paused. Breeze IT team was consulted. They have a response and should be able to complete this task soon.
 - Marketing and Design (Deb, Kelly, Sierra, Donna, Leland)
 - i. No report (did not meet).
 - Noah's Ark (Kerry, Shanna, Karen, Christine)
 - i. Very slow moving. Kerry's redline for the updated agreement was not responded to yet.
 - ii. Kerri (NA) said the board is meeting this week and she will respond to the redline request after that meeting.
 - iii. An item added to the document was a request for yearly reports on their certificate reports (filings). What would we want for quarterly reports?
 - 1. In 2004, Noah's Ark relationships with OSLC was declared an Affiliated Ministry
 - 2. With that change, we need to push forward the landlord/tenant arrangement, as that legally defined the relationship between the two organizations in a more correct manner.
 - 3. If NA is a subsidized, affiliated ministry, then there must be some reporting back to the OSLC congregation council with financial information on a regular basis. Expectation is quarterly report to OSLC CC. Also the president of the OSLC CC must be included/invited to all board meeting of Noah's Ark.
 - 4. We will request monthly board meeting minutes and financials, and a year-end report (Form 990 filing or its equivalent) based on their fiscal year.

- iv. There is a tenancy at will status right now between OSLC and Noah's Ark. Interval between rent payment is 3 months. We must provide 3 month notice of termination.
- v. New deadline - **Motion from the council to use this schedule for continuing engagements with Noah's Ark, and if dates are not adhered to by Noah's Ark, then we would enforce a June 19th date to vacate the premises.**
 - 1. Initial redlines from NA by Friday January 23
 - 2. Document agreed to by both parties by February 6
 - 3. Lawyer (OSLC member) review by February 13
 - 4. Discussion between OSLC and NA February 14-19, incorporating lawyer feedback and developing a final version. This requires council to review/approve changes throughout that week.
 - 5. Final version to council by Feb 20 for signature/approval. Noah's Ark would also need to sign the agreement by Feb 20.
 - 6. If by February 28th there is no signed agreement, OSLC will send a notice of eviction no later than March 1st to Noah's Ark, ending their use of our building as of close of business on June 19, 2026.
 - a. Motion to approve: Lauri Pudwill
 - b. Second: Dwight Benoy
 - c. Approved by: 6 yeas, 1 nay. (1 absent)
 - 7. Kerry took the action to write up this information and deliver it directly to Noah's Ark staff/director on Wednesday January 21, 2026.
- Finance/Stewardship (Kerry, Mark Groff, Pat Mann)
 - i. Nothing to report
- Beyond the Plate Conversations update (Deb)
 - i. No report (did not meet)
- Safety Team (Pr. Leland)
 - i. No report (did not meet)

7. Old Business (10m)

- Noah's Ark. Covered in Noah's Ark subcommittee.
- Solar panel income generation difference (Kerry and Dwight)
 - i. Kerry and Dwight to meet to review information received from Cedar Creek Energy.
- Reduction in costs for sanctuary upgrade (Dwight)
 - i. Dwight worked with the architect to identify potential cost savings (in floor electrical work and outlets).
 - ii. Use volunteers to do the chancel area extension.
 - iii. Delay on this work to get a permit, but work is on hold due to financial concerns. Council approved spending \$2K for electrical work per Dwight's request.
- Grant exploration for adaptive listening system
 - i. This grant was denied, but we can reapply in the spring.
- Decor addition to the bathrooms
 - i. Passing this idea off to the marketing/design team for future consideration.

8. New Business (20m)

- Draft annual report for council (Deb). Deb to author.

- i. Do we want a report from the Human Resources Committee? Last year we considered this group a 'staff support' group and not a ministry, so no report was submitted. NO, as that is a support team and not a ministry team.
- Review annual report submissions? Agreed that this is not a responsibility of the council.
- Continue budget discussion following the session on January 11th and follow up feedback.
 - i. Motion to move ahead with the hybrid budget, adding back \$5000 for CYF programs.
 - 1. Motion to approve: Kerry Gustafson
 - 2. Second: Kelly Marquard
 - 3. Approved by: ALL
 - ii. Step up campaign, including what detail we should share. Leland, Kerry, Deb, and Kelly to meet to work on this campaign literature. Amount needed, and HOW to step up
 - iii. Gap (2025) plus meeting revenue goals for 2026. Also part of step-up campaign content.
 - iv. Update on feedback received between services. Recommendation that we (council members) split up to different round tables for future Sundays.
 - v. Timeline for Feb 22 meeting.
 - 1. Two Sundays before – announced at services
 - 2. In the bulletin for 2 Sundays prior to meeting
 - 3. Add it to the Pulse starting 1st Wednesday in February.
 - 4. Deb action item to review agenda for annual meeting that is in the constitution.
 - vi. There was a request from Susie to provide direction to the staff to absorb eliminated positions and budget. We discussed a collaborative workshop to examine and prepare for the approved budget impact.
- Decide on sewer cleanout as a proactive measure.
 - i. Find out from Brad if this would lead to a reduced plumbing insurance fee.
 - ii. Recommendation from Dwight/facilities team to get a camera review of sewer lines and cleaning (as needed) in April, which would be one year since our previous cleanout. This would provide us a baseline for future sewer maintenance activities.
- 5 year plan (tabled to February)
- Process for ordering supplies (for tracking/review/approval) (tabled to February)
- Electronic signage messages. Handoff to marketing group. Discussion occurred about concerns that signage/phrasing could be considered political, from across the spectrum. Currently says "you are welcome", Noah's Ark info, and some event-specific content. Look at statements from Bishop Currie and MN Bishops for guidance.

9. **Congregation feedback** (2m)

- Very positive feedback about guest musician (Nicholas David) at Xmas Eve 4:30 service

10. **Affirmations** (4m)

- Nick Gilbert, Evan DuFrense, Bennett Putnam for pulling off a great experience for the high schoolers in light of having to change the Snow Fest plans. Joy Rauner and crew for a great Christmas Eve puppet service. Danielle Draheim

and crew for your work with Third Grade Bibles. Thank you to all who contributed to Toys for Joys!

Create

- All the staff and volunteers who made Advent and Christmas so wonderful.
- The Council for their work in establishing open communication about our financial realities.

Grow

- All those who participated in the Rooted & Grounded conversations and the energy and possibilities lifted up at the recap on December 21.
- All who participated in the 1st Beyond the Plate conversation.

Equip

- Vern, Chuck, and Steve for re-visiting our outdated emergency plans.
- Sierra who does so much to enable all our ministries to flourish.

Serve

- All those who read Scripture during worship enabling all of us to better encounter God's living Word.
- All who serve on Ministry Teams.

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11. **Motion to End: (no quorum left)**

1. Motion to approve: Lauri
2. Second: Kelly

12. **Lord's Prayer** (2m)

Reference Docs

Parking Lot:  CC Parking Lot

[Council Meetings and Devotion Schedule](#)