

August. 19th Meeting

Date: 08, 19, 2025

Time: 6:30

Location: OSLC Conference Room

Attendees (Legend: P-Present, R-Remote, A-Absent):

P Pr. Leland Armbright

P Pr. Susie Modrow

A Bennett Putnam

R Deb Morris

A Dwight Benoy

P Eric Peterson

P Kelly Marquard

P Kerry Gustafson

P Lauri Pudwill

P Marianne Erlien

R Sarah Ward

Guests: Ellie Lehn Director of Contemporary Music/Worship Production

Schedule

1. **Call to Order** (2m)
 - Welcome and official opening of the meeting by the presiding chair.
2. **Devotions** (4m)
 - A brief moment of reflection and inspiration to center our time together (**Lauri**)
 - Rotating schedule can be found here: [Council Devotions Schedule](#)
3. **Consent Agenda** (8m)
 - Review and approval of pre-distributed reports and routine items for efficiency.
 - **May's Minutes**
 1. Motion to approve: Marianne
 2. Second: Sarah
 - **June's Minutes**
 1. Motion to approve: Sarah
 2. Second: Lauri
 - **July's (Previous Month's) Minutes**
 1. Motion to approve: Leland
 2. Second: Kerry
 - **This Month's Agenda**
 1. Motion to approve: Lauri
 2. Second: Kelly
 - **Ministry Team Reports ([August](#))**
 1. Accept: (ALL)

- a. Motion to approve: Kerry
- b. Second: Eric.

Pastoral Reports (Pastor L: August 2025)(Pastor S: #)

2. Accept: (ALL)

4. **Financial Report (20m)**

- **Prior Month Review:** A summary of last month's financial activities and key highlights. (10m)
 - Van repairs and extra van for mission trip were paid for via the dedicated van fund.
- I. Financials
 - 1. Motion to approve: Leland
 - 2. Second: Marianne
- **Loan or Other Financial Details:** Discuss any newest loan details or additional financial matters requiring attention. (10m)
 - i. Nothing new to report this month. One HVAC system has been installed.
- **Financial Review:**
 - i. Link to Folder:  2025 Financial Review
 - ii. Check reconciliation is in process (29 issues found, half are resolved)
- **Update on the "Flow Fund".**
 - i. We are at \$14,500 (of \$25K). Updates and progress are posted in the Bulletin and the Pulse.
- **Projection for 2026:**
 - i. Back of the envelope/rough estimate from Kerry. We will need \$23K more in our general offering, in addition to projected 2025 giving, to maintain parity with our current financial year.
- **Approve on a Budget Timeline:**
 - i. Next year's annual meeting is Feb 22, so budget timeline should be run by staff to get their feedback on realistic dates and expectations. PL and PS to share with staff at next week's Tuesday AM meeting.

5. **Consent Exceptions:** Address any items pulled from the consent agenda for further discussion. (10m)

- **Guatemala Ministry**

- As part of our covenant, our congregation has made a \$1,500 annual commitment to San Isidro Labrador. We have a \$250 donation that can be used towards this amount. We would like the Congregational Council's help in determining how to secure funds for the remaining amount.
 - This is below the threshold for requiring council approval to fund this request. PL and PS to handle this outside of the council, working with Kerry.
 - Recommendation to use "noisy offering", focused on youth, to help raise funds for the Gala.

- The Guatemala Gala is on Sunday, September 28. Congregations typically make a donation for this event. We would like the Council to consider making a donation.
 - Council discussion: This is beyond our giving abilities right now. PS to communicate this to the Guatemala team.

Backpack Ministry

A request was sent to Pastors about having a blessing of the backpacks during the service on August 17th. Completed prior to meeting.

We could use more storage space in a different location. As the space at church is being reorganized, it would be helpful to meet with whomever is managing this process. Please let me know who I should connect with to discuss this. - Completed prior to meeting.

Eleanor Squad Ministry

Involve us in planning for Nature Trail.

- 7 people walked the trail. Lots of sweat and burrs. (kerry, eric, kris and dan cafferty, paul erickson, richard rossiter, renee dietz)
- Eric downloaded a property diagram from the internet for OSLC's property.
- Group will put together a phase 1 approach (including trail survey markers, etc)

Promote our events/speakers

- No council action is needed for this item.

Help figure out a way to present the ELCA social statements that is engaging for attendees

- Kerry talked to Renee to understand the request. E.g. "get close to your synod", "gain awareness of what is supported by our synod",
- Pr Susie suggested we ask the synod to collaborate with us, including people who helped author the social statements, to delve more deeply into a set of statements
- We had a long discussion about ELCA, the role of our church, and how we engage people in conversations from a broad spectrum that includes our faith/theology.

6. Council Working Groups (10m)

- Updates and insights from working groups with council oversight on their recent efforts and plans.
 - i. Know your congregation (Lauri, Marianne, Jeff)
 - Lauri provided an update via email today.
 - ii. Marketing and Social Media (Deb, Bennett, Kelly, Eric)
 - Deb provided a brief update on marketing activities
 - iii. Noah's Ark (Kerry, Shanna, Karen, Christine)
 - Working on the insurance policy
 - iv. Finance/Stewardship (Kerry, Mark Groff, Pat Mann)

- Working on items for November

7. Old Business (10m)

- PL's communication with Centra Homes on their inquiry about utilizing a portion of our property.
 - i. No response from Centra Homes to PL's emails.
 - ii. No additional action is required for this item.

8. New Business (25m)

- **MS Office subscription options (Eric)**
 - i. We currently get our licenses through TechSoup (nonprofit org that provides reduced cost access to digital apps)
 - ii. Staff currently has 10 MS business licenses with desktop apps.
 - iii. New arrangement – we would have to pay \$36/user/year (\$360 annually) to continue the support of using the desktop apps.
 - iv. Web version, similar to google docs, would not incur the additional cost.
 - v. Eric pointed out that you can add desktop users as needed, but it is fiscally responsible to purchase a yearly license vs month-to-month.
 - vi. Eric also needs updated CC info to make an online purchase.
 - vii. Eric to work with Christine to get the licenses updated.
 - viii. Kerry made motion to approve the MS Office software as described by Eric (above). Seconded by Eric. Approved by all.
- **Building Renovations (Dwight)**
 - i. Met with the architect regarding the sanctuary upgrade project.
 - ***Pricing will happen at a scheduled meeting next week. He knows we'd like to have it completed by mid-November, and if not, it will need to wait until next May or June to start.***
 - Per Leland, we have another delay in gaining pricing information (next week), and that per recommendation staff, we need to delay the remodel until May 2026. This is both a space issue (event and worship planning), music rehearsals, youth club space needs, CYF ministries would be bumped for the duration of their program year.
 - Recommendation is to start this process on the Monday after the Confirmation (Affirmation of Baptism) service commences.
 - We would have to retain access to the sanctuary at the end of July (2026) for VBS, due to feedback in summer 2025 that June was not a good month.
 - Motion to delay construction work until May 18, 2026: Kerry
 - Second: Sarah
- **Audit Committee (Lauri)**
 - i. Q: Do we want to find people to be part of this?
 - *Pat and Mark agreed to do this for another year, and nominating committee has been asked to find a third (or fourth) person.*

- *Request to future constitution/by-law team in 2026 to consolidate audit committee and financial review team into a single entity.*
- **Final Approval of Event planning pamphlet (Lauri).**
 - i. Motion to approve: Leland
 - ii. Second: Kerry
 - iii. Approved by all
- **Job Descriptions and Hiring Process (Kerry).**
 - i. Tabled to September meeting. Kerry will take feedback received to HR team and come back to the council next month with substantive changes
- **Who keeps track of Sunday morning treats? (Lauri).**
 - i. Marianne to put together ideas for council to consider next month.
 - ii. Sarah's feedback: Coffee: It would be helpful if people had an idea of what was involved. What time to arrive and serve; coffee, cups, napkins are provided, treats needed for a certain number of people. Coffee can be held in honor of something or a loved one. Free will donations for coffee can be used to support a mission ministry.
- 9. **Congregation feedback (2m)**
 - What have we heard from congregants this month?
 - i. Really positive feedback from people on Sundays
 - ii. More people have been attending this summer as compared to last summer.
 - iii. Really thankful for livestreaming as an alternative to in-person worship.
 - iv. Nice to see different people involved in music this summer (special groups, soloists)
- 10. **Affirmations (4m)**
 - Christine, Pat Mann, and Mark Groff - review of OSLC financial statements.
 - Rachel (Scout) who made new steps for the can recycling station - Keri
 - Dan Foreman for figuring out how to use an existing Comcast phone line for the elevator phone.
 - Greg Mantz who trimmed the trees along the east entrance drive.
 - Thanks to the Facility Team for facilitating supply storage space (backpack program)
- Affirmations (from PS's report)**
 - Nick, Dayius Celotta, Kelly Marquard, and Bennett for accompanying the youth on their mission trip;
 - Dwight Benoy and Rachel for the can trailer steps;
 - Dan Foreman and Ellie for internet/printer connectivity troubleshooting.
- Affirmations (from PL's report)**
 - **Create**
 - OSLC staff who create space for ministry to thrive
 - Vern and Chuck for creating a welcoming place for all those who come Sunday am
 - **Equip**

- The Facilities Team and all those who've worked on projects around the campus this summer
- Our Care Team that has reminded others they are not alone
- **Serve**
 - Those who have read in worship, greeted folks on Sunday morning, ushered, offered their gifts of music, and shared hospitality after worship this summer
 - The Yardners who've tended to our gardens in between scorching heat and overly generous rainfall.
- **Grow**
 - Pastor Susie, Nick, and all those who've participated in All-Church Day Camps this summer assisting our neighbors while growing in faith.
 - Our Ministry Teams for preparing for Fall Programming.

11. Motion to End:

1. Motion to approve: Eric
2. Second: Sarah

12. Lord's Prayer (2m)

- Closing our time together with a collective recitation of the Lord's Prayer.