**CONGREGATIONAL ASSEMBLY MINUTES**

**November 17, 2019**

**CALL TO ORDER/OPENING:** President Fred Rackow called the meeting to order at 10:12 am. A quorum was reached with 38 members present. Paul Tegtmeier opened the meeting with prayer.

**MINUTES OF 9/22/2019 ASSEMBLY:** The minutes of the September 22, 2019 assembly were distributed and read. A motion was made by Sandy Dorwaldt to accept the minutes as presented. Sonja Sporleder seconded the motion. Motion passed.

**PRESIDENT’S REPORT:** Fred Rackow extended thanks and recognized all who participated and assisted in many ways to help make the recent Ladies’ Aid Dinner and Family Bingo night successful. Another Family Bingo event may be scheduled in the future.

Fred noted that Pastor and Mrs. Eaves are looking for housing. We were asked to contact Fred or an Elder if aware of possible housing options.

**TREASURER AND FINANCIAL SECRETARY REPORT:** The Treasurer’s Report for September and October 2019 was presented. Darlene Tegtmeier stated that the Shepherd’s Staff program used to track financial information is no longer working properly. If necessary, a handwritten list of expenses can be produced. There were no comments on the report.

Chuck Petersen stated that there will be a new program installed to track financial and membership information.

All committees and Preschool will have access to the program with permissions to access their specific data only.

Pastor Eaves is familiar with the new program. Following a trial period, a decision will be made specific to purchasing the program which has an approximate cost of $12,000. Upgrades and support are included in the price.

**PASTOR’S REPORT**: No report

**BOARD OF ELDERS:** Paul Tegtmeier presented the report to the assembly.

* Worship attendance year-to-date = 63 (2018 = 75)
* Membership count as of 10/31/2019: Baptized = 318 and communicant members = 272
* There are no membership requests at this time, no baptisms, and one funeral was held for Richard Wood on November 1, 2019.
* Worship Services:
* Thanksgiving Eve Service is scheduled for 7 pm; Pastor Ross will preach. Dessert/ coffee to follow.
* Advent Services: Services will be held Wednesday evening December 4, 11, and 18 at 7 pm with coffee/dessert after each service.
* Christmas decorating will be done after services on Sunday, November 24.
* Christmas Eve service is scheduled for 7 pm.
* There will be no Christmas Day service.
* Rev. Thomas Eaves will be our new Pastor starting December 1, 2019. Formal installation for Pastor Eaves will be Sunday, December 8, 2019 at 2:00 pm with reception following the installation.
* The Elders acknowledged deep appreciation to Pastor Harold Ross and Pastor Wendell Petersen for officiating at services during October and November and to Pastor Donovan for preparing the order of worship for October and November.
* Housing for Pastor and Mrs. Eaves: Pastor and Mrs. Eaves are working with a real estate agent to assist in finding a rental property. Fred Rackow will also contact another agent. Any information available on house rentals in the area would be greatly appreciated; please speak with Paul Tegtmeier.

**COMMITTEE REPORTS:**

* **Preschool:** Christy Petersen reported on the below items:
* The “Butter Braid” fundraiser was successful with total raised = $2348.15.
* Volunteers are needed on Friday, 12/6/19, to assist the children in making gingerbread houses.
* Total funds available as of 11/16/2019 = $22,217.26 which includes $1057.00 in the Tuition Assistance Fund.
* **Outreach**: Beth Jack, Chairperson, informed the assembly that “Pictures with Santa” will be held on Saturday, December 7, 2019.
* **Memorial:**
* Sandy Dorwaldt presented the 11/2/2019 Memorial Fund fiscal information. The Balance on Hand was stated as $44, 493.66.
* A letter was received with a request for a printer/computer to be used for Santa and Easter Bunny pictures. An anonymous donation of 2 computers and 2 printers was made; many thanks to the donor!
* Any requests for items to be purchased should be presented to the Memorial Committee.
* **Christian Education:** No report
* **Ladies’ Aid:** No report
* **Altar Guild:** No report

**OLD BUSINESS:** None

**NEW BUSINESS:**

* **Election of Officers for 2020:** The ballot for the 2020 officers was presented. Nomination Committee members include Dolores Schuring, Ken Bartels, and Don Dorwaldt.
* Fred Rackow explained the ballot and referred the assembly to our new “Constitution and By-Laws” for additional information specific to the number of years per term.
* Fred stated that Lynn Robertson has agreed to serve as Chairperson of the Human Care Committee. Human Care was not listed on the ballot as presented.
* After discussion, Chuck Petersen moved that the nomination ballot be brought to the floor for a vote.

Ed Weseman second the motion; motion and ballot approved.

* It was noted that St. Peter’s will have a full Board of Elders in 2020 (total of six) and welcomes Steve Sporleder as our newest Elder.
* The Board of Trustees welcomes Steve Robertson as a new member of the Board of Trustees. Les Herman noted that John Hulke will remain as a Trustee and that Les will continue to communicate with John.
* **Fiscal Year 2020 Budget:** The Finance Committee met October 19, 2019 and has proposed a $228,900 budget total for FY2020. Dave Bahr motioned to approve the 2020 budget as proposed. Don Dorwaldt seconded the motion. Discussion followed with a request made that the Finance Committee break down the $5000 expense listed for Synod and Benevolences and $8,000 listed for Technical Assistant Contracts. It was noted that catering the installation dinner for Pastor Eaves may fall under Pastoral expenses in FY2020. After discussion, the FY2020 Budget was approved.
* **Weekly Fellowship after Worship in December:** Sonja Sporleder proposed that a fellowship hour be hosted each week after worship to provide an opportunity for Pastor and Mrs. Eaves to meet the members of

St. Peter’s. We are asked to wear our name tags. If anyone does not have a name tag, contact one of the Elders. We are asked to assist by providing fruit, cookies, coffee cakes, etc. Contact Sonja with any questions.

* **Information regarding Installation:** Les Herman will speak with Denice to coordinate and publish details of Pastor Eaves’ Installation.

**ADJOURNMENT:** Ed Weseman motioned to adjourn the meeting. Nancy Miller seconded the motion. Motion carried and the meeting adjourned at 11:06 am.

Respectfully submitted,

Cindy Kuschel, Recording Secretary