



Minutes of the Trinity Lutheran Church Board of Ministry Directors, Huntley, Illinois

Call to order

A meeting of the Board of Ministry Directors was held Nov. 30th, 2017 at 6:30 p.m.

Attendees

Present and acting as directors were:

Larry Melman, Chairman

Norm Fossmeier, Vice Chairman

Bridgid Furmanek, Secretary

Nancy Dvorak

Lou Ann Jensen

Ken Ladage, Parliamentarian

Chuck Yerke

Also in attendance

Louise Johnson, Business Manager

Absent

Robert A. Hoffman, Pastor

After an opening prayer by Larry Melman a regular meeting of the Board of Ministry Directors began. Ken Ladage moved to approve the previous meeting's minutes with a second from Norm Fossmeier. Last meeting's minutes approved.

Old business

Barb Read from the Huntley Village Board provided Larry with a list of approved roofing contractors. Head Trustee, John Goers will select from this list to have the roof repaired.

Chuck Yerke restated that someone from the congregation should attend the Huntley Chamber of Commerce meetings. This is an excellent way to promote and publicize Trinity's events. He recommended advertising the Oktoberfest in the Huntley Business Guide for 2018.

Because the church leased our current office copier, Trinity is legally bound to the terms of the lease agreement. Chairman Melman provided the following information. "In his opinion only, we may as well just continue with the lease as is, rather than paying the \$19,000 plus current buyout, keeping in mind the need to keep copy overages to a minimum until the end of 60 month lease, and then take advantage of the \$1.00 end of lease purchase in accordance with the previously discussed timeframe spelled out in the lease." The Board felt that would be prudent.

Teams should be aware of copy costs when using the office copier for large projects and not use it without permission.

The board previewed a copy of TLC's Emergency Procedures Manual, but no additional action was taken concerning this topic.

New business

The board decided that the first meeting of every month is the official board meeting, and the second meeting is designated for work on the policy manual and other procedural items.

The board requires one written pastoral report per month, submitted to the entire board before the meeting. The report should contain monthly budget information, as well as, ministerial planning and team activity summaries.

Business manager, Louise Johnson, presented a new monthly profit & loss budget performance spreadsheet and shared numerous concerns she has about Trinity's financial oversight. An auditor asked Louise about an account that inventories all the church's physical property and assigns dollar amounts for said property. Why was this account created? What was its intended purpose?

In addition, Louise asked the board if Trinity should consolidate the two land parcels that the church currently owns. She questioned the advice of trustee, Chris Furmanek, and requested board approval. Land parcel 18-28-383-032 is tax exempt; whereas, parcel 18-28-383-033, the neighboring vacant lot where the rental house stood, is taxed. Chris advised consolidation into one parcel so that all of Trinity's property is tax exempt. A majority of the board agreed that this should be done.

Ken Ladage volunteered to research and write new policy for the Board of Ministry Directors Manual concerning the management and protection of Trinity's financial assets. His action concerning this will be on our next meeting's agenda for board approval.

Larry read several negative notes to the board from the comment box located in the church narthex. Two messages emphasized the difficulty and danger of walking to the communion rail; and one lengthy note addressed problems with a recent funeral service.

Lastly, Trinity owes Pastor Hoffman for housing equity as stated in his call papers. This deferred wage has gone unpaid and no vesting schedule exists. Contacting a CPA in order to set up said schedule and a deposit account is a priority.

Pastoral Report

The sign-in sheet for the Voters Meeting has been placed in the binder in Jamie's office. All future minutes and attendance sheets for both town hall and voters meetings should be placed in this binder. Jamie will be compiling the numbers for attendance in 2017 to reflect the average. Pastor will include the average Bible study attendance with this yearly statistic.

There will be a new member class starting in late January/early February. Several people are already on a list for this class.

Shepard Staff is back, and running well, thanks to Jaime DeLaCruz and Louise Johnson for their additional above and beyond hours devoted to re-building the database!

The sump pump battery was newly replaced this fall. The new HEPA air filter continues to work well in the preschool office.

The Expansion team will schedule weekly tours of the building for all members of the congregation. This is in direct response to the findings from the letters and interviews that took place in fall. The tours will focus on the need for expansion and end with a question and answer

session. Those members of the congregation who were interviewed will receive a thank you letter along with a summary of the visits and a description of how Trinity plans to follow-up with additional expansion presentations and information.

The Missions team has selected Caring for Christ's Children in Kenya to support! This is a new missionary project, founded by Rev. Shauen and Krista Trump, regional directors for missionaries in Kenya. The project currently consists of three boarding schools, but they envision giving education to the poorest of poor children. Many needy youngsters live too far from the schools and/or are unable to afford the tuition. The schools provide Christian based education, as well as worship services. This is Trinity's first time directly supporting a foreign missionary project. Let's all pray for its success!

TLC preschool enthusiastically supports the Kenya missionaries! The proceeds from the Elders upcoming golf outing in June 2018 will support the new African ministry project too. The plan is to create a display in the narthex with pictures that describes the mission project and have similar displays in the TLC hallways and classrooms.

In the future, a short term mission team from Trinity may visit Kenya to work with the schools and their young students.

Starting in January, a new team is forming called, "Every One His Witness." The team reviews and studies the newest evangelism/witnessing kit. The team needs to form an impression of the materials, as well as, their use and applicability for the church community. Then, discover ways to use them for both small groups and Bible study in new, non-traditional, and creative ways.

A new Thursday morning Bible study led by retired Pastor Krause begins in January with a brown bag lunch and fellowship to follow the class.

Pastor plans to expand confirmation preparation next year from two years to three years. He wants to have the class meet year-round, with fewer classes over the summer, and having at least one parent in attendance for every class. The idea is still in development but would start with sixth and seventh graders next fall.

In January, meetings are planned for anyone interested in going to Israel either in November of 2018 or 2019. Pastor received requests from several people, including individuals outside of Trinity, who are interested in traveling to Israel.

In two weeks, Pastor Hoffman plans to attend a luncheon given by Alden of Huntley; the gathering concerns his service on their advisory committee.

Meeting closed with the Lord's Prayer.

Adjournment: 10:05 p.m.

Next meeting: Thursday January 11th at 6:30 p.m. (cancelled due to bad weather)

Bridgid Furmanek

01/25/18

Secretary

Date of approval