



SERVING GOD, CHANGING LIVES!
Hosanna Lutheran Church Congregation
Council Meeting Minutes
October 9th, 2016

Present: John Boldt, Pastor; Jon Evans, President; Kathy Burns, Finance Team; Shonna Harden, Discipleship; Betty Dove, Mission Focus/VP; Valerie Oden, Staff Support; Pam Wells, Spiritual Life; David Vroom, Lay Leadership; Becky Wolf, Financial Secretary; Robert Brown, Treasurer; Pat Gibbons, Council Secretary

Absent: Sharon Lindquist, Care Team; Jeff Hartmann, Stewardship

Opening Prayer: Jon Evans opened the meeting with prayer.

Quorum: Quorum declared present.

Meeting Call to Order: Jon Evans called Meeting to order at 11:35am in the Hosanna Conference Room.

LEAD Video Viewing – Missional Budget – Align Budget purpose & core values. First fruits focus. President Evans wanted thoughts on video and possibility going towards this type of budget for future.

Budget Discussion: Kathy Burns and Ron Christ spoke about the need to clarify budget items versus other funds.

Becky Wolf emphasized Budget differs from such items as Burning with Faith.

Per John Boldt the notice required before Congregational Meeting requires notice to congregation each Sunday two weeks prior Congregational Meeting.

Stewardship Campaign will begin before Budget meeting this year. Congregational Meeting presenting budget would be after Stewardship Campaign is finished. Finance Team seemed pleased to have those numbers for Budget.

Kathy Burns passed out the Budget information to each Team Leader to prepare their budgets for next year. Some things to be aware of:

- Have you spent your budgeted monies from previous year?
- If you did not use funds it would be hard to request more without significant justification.
- 90% of budget goes toward Benevolence, Staff, & Building/Insurance; only 10% for Team initiatives.
- Teams can add, delete, request to move a line item to other team budget or modify a line item. Reminder by Becky Wolf that old line item must stay for continuity of reporting but will show as "0".
- Team budgets due to Becky Wolf by 10/23/2016.

Secretary's Report: Pat Gibbons, presented Minutes from the previous Council Meeting on 08/07/16 for approval. The minutes were amended as follows: 2nd page -

- Pastor John's Report: 2nd sentence - "...programs **and** look at areas..." per Jon Evans;
- Finance Team: 3rd sentence - Proposal: Would like approval of 2 **organizations being on certificate of insurance, specifically Bukvar School and Nueva Vision.**" per Ron Christ;
- Benevolence: 1st sentence - "Proposal: The finance team would like to increase **benevolence to 8.5% effective August 1 forward to the ELCA for 2016.**" per Becky Wolf.

Motion to approve amended 08/07/2016 Meeting Minutes by Pastor John Boldt, seconded by Valerie Oden.

Pastor's report – oral report saying not much out the ordinary but wi-fi at church has new better modem but wi-fi goes down periodically because of the facility design. A company will come in to evaluate stations installation throughout the building. A proposal with cost estimate will be brought before council. If approved then council will determine best area to pull funds for budget.

Team Reports

- **Mission Focus** – Betty Dove re-emphasized the upcoming God's Work, Our Hands. Service day. Per John Boldt - he would prefer to have 15 volunteers because it is in conjunction with about 25 Kinsmen youth that require adult supervision. Gibbons asked for nursing home volunteer singers.
- **Spiritual Life** - nothing happening in spiritual life. No written report.
- **Discipleship** - volunteers needed for Fall Festival on 10/29 and the Pumpkin Patch. Becky Wolf suggested contacting Care Team because they normally have a line item in budget for the Fall Festival for funding. Additional funds are needed – perhaps WELCA. Pumpkin Patch volunteers needed.
- **Lay Leadership** – will be handling the compilation of the Time & Talents surveys received from congregation. No written report. He provided a generic template for job descriptions for each Team to use. David Vroom is going to add job related info pulled from Handbook and Constitution so teams can add, modify, delete to make it more reflective of existing team responsibilities. Finalized Job Description due 12/1.
- **Staff Support** - volunteer needed for Bookkeeper position that Becky Wolf has resigned from.
- **Finance** - no written report. The annual "Recurring Bills Payment Process List" approval is required. Motion made to approve the attached "Payment Process for Recurring Bills as of October 9, 2016".
 - Kathy Burns made the motion
 - Valerie Oden 2nd the motion

Audit Items - Response was sent to Audit Team and the 3 items were addressed.

- **Stewardship** - Some discussion of having 2 Congregational Leaders reporting to Stewardship Team Leader – one leader for Building & another for the Stewardship portion of this team.

The narthex floor was scrubbed for anniversary event. Becky Wolf was thanked for her work.

Reports approved.

Authorized Check Signers

- **Recommended Signers** - Jon Evans, Robert Brown, Kathy Burns, Maureen Kennedy and Karrie Jenkins for Amegy Bank Account; Hosanna Authorized Check Signer policy will be

followed and the bank requirements. Gibbons will provide prior documentation that can be updated to meet Bank requirements and also Hosanna policy requirements.

- Comerica's account signers should be fine as is per Becky Wolf.

Visioning – the topic of visioning for Hosanna's future will be deferred to January, 2017 in lieu of Budget planning processes for Oct, Nov and Dec 2016.

Centralizing Documents: President Evans felt that a separate meeting will be needed to discuss centralizing Hosanna documents somewhere that all can access as needed. And also future leaders can utilize it.

Action Items List – Jon Evans introduced the Action Items List he prepared. There will be two tabs; one for Accomplished Items and another for To Do List.

Motion to Adjourn made by Valerie Oden and 2nd by Pam Wells.

Closed with the Lord's Prayer at 1:09pm.

Respectfully Submitted,

Pat Gibbons, Council Secretary