**Advent Lutheran Church – Church Council Meeting – July 19, 2023 Minutes**

**Present – Voting (n=8)**: Dorothy Clementson, Pastor Danielle Miller, Mary Jordan Samuel, Dorothy Trigg, Amanda Garcia-Harris, Carolyn Riehl, Damaris Maclean, Hans Kriefall

**Present – Not Voting** **(n=0):**

**Not Present – Excused** **(n=3):**  Laura O’Keefe, Kathleen Matson, Bree Vandenberg

**Opening Reflection & Prayer**

Dorothy C opened us in prayer.

1. **Consent Agenda**
* Pastor’s Report – thank you for your detailed report and schedule of future Sunday celebrations.
* June Minutes
* June Financial Reports
	+ We got a check this week from the Synod for work in the basement as a continuation of our Synod Welcome Center grant.
	+ Does the weekly giving include the $25k bequest received from Dorothy Metzger’s estate? We don’t think so, it was intended to be put back into the Mission Fund, which was a decision from the finance team to treat it like adding back into a general reserve. Hans is going to check to see if this accounting actually happened, or if it is what is showing a YTD surplus in Weekly Envelope Giving.
		- That was a number of years in the making as the estate went through the process. We should share & celebrate bequests with the congregation.
		- Dorothy Metzger was a big proponent of the Mission Fund, but also would have wanted the church to have balanced books. We don’t need to spend $25k on anything specific right now, so having it in the Mission Fund at least for now should be okay and Hans will make a note in the deposit so we can track it. Ultimately the Mission Fund is supporting a lot of our general operating right now and accounting for it there makes sense.
		- UPDATE after approving the consent agenda – Joe Jones let us know there is a second check anticipated, but we don’t know the amount. This will put us over the $25,001 threshold for bequests that have to be invested for 2 years before they are spent, which means that keeping it in the Mission Fund for now is the best solution.
	+ Grants line – we budgeted for $50k including a $40k City grant that we typically don’t receive until the fall, so it’s not a concern for that to be low at this point in the year.
* Property Update
	+ What’s the slip & fall litigation? It’s an elongated lawsuit from a slip & fall in 2021 outside the church that was allegedly not cleared of snow. It’s just taking a very long time and we’re working with our insurance broker and a lawyer they provided to slowly resolve.
	+ Should we look for a less expensive snow removal option? We are changing insurance because the company sent a notice that they are dropping us. Our insurance broker is getting new bids for us, and said it was fairly typical. When we have a new company we’re going to see if they need us to have a snow removal contract, and if so we’ll see new bids again to try to find the cheapest option.

**Action** ***(Motioned, Seconded, Approved)*:** The Council voted to approve the June Minutes, Pastor’s Report, and Property Update. Hans will circulate updated financial reports after the meeting.

1. **Community Lunch Update**

While Pastor Danielle was on vacation, there was a question about moving forward with the GoFundMe, as it hadn’t been communicated back to the full team the decision of allowing the team to move forward with a reduced fundraiser amount focused on the double decker oven. Pastor Danielle shared the decision from the last Council meeting so they can move forward with that, and is finding a time for the Community Lunch team to meet again in August.

They mentioned in the meeting last month that there has been an issue getting volunteers, is that still an issue? Pastor Danielle is likely going to be lead cook on August 25, so yes. August is generally one of the toughest months for volunteers, as the regular “school year” time is a bit easier.

1. **Music Mondays Update**

Follow up to the last meeting, the finance team met and we have two options before us:

1. Absorb the extra work in the short term and let them know that we plan to transition to a paid bookkeeper next year, as the job is difficult for a volunteer treasurer who can’t work with the books on a daily basis. We would ask Music Mondays to contribute a substantial portion of that cost which would help with the bookkeeping fees and administrative costs. We think Music Mondays would respond well to this proposal. We would also ask them to provide two counters once a month, who are members of Advent in good standing.
	1. Finance explored the idea of a bookkeeper previously, and we didn’t move forward so that we could get an internal grasp on our finances after a number of staff transitions. Now feels like an appropriate time to return to that plan.
	2. We want to be sure that this option is clearly about having analyzed how much time it actually takes Advent team members to do bookkeeping related to MM vs other Advent ministries, and so it’s fair for them to provide a significant contribution towards the cost of hiring one.
	3. The finance team will flesh this out a bit further before having a conversation with Aaron & Norma.
2. Music Mondays becomes its own 501c3 and keeps its own books and tracks its own donations.

Hans & the finance team will have a conversation with Aaron and Norma in September to lay out these options so they can decide how to move forward.

1. **Potential Associate Pastor Call**

At the 2022 Council retreat, we talked about what we want to invest in and where we see our growth areas. CYF ministry was one of the areas noted. We also talked about hunger, and how our Spanish ministry wasn’t flourishing as we’d hoped.

We’ve had Vicar Hayley with us for 3 years. In her first few months as an intern she dedicated to growing the 20s/30s group and the mailing list has increased from 7 to 47 in a few months. Pastor Danielle and Vicar Hayley are also looking together at Sunday School plan and how we can grow and expand that program. Pastor Danielle spoke to our mission developer at the Synod and highlighted our commitment and the growth we’ve been seeing in 20s/30s specifically and would there be any funding. The Synod said yes there could be, we should give them some numbers.

PD has talked to Hayley and she said her call at Advent doesn’t feel like it’s ended. It would be a call process, so the congregation would need to approve. We’d have a clear delineation of responsibility, which PD has already started thinking about.

We’d need to have some skin in the game financially. A base package would be about $70k including benefits & housing, and she’d stay in the Advent apartment on CPW. We’d have to go back to the Synod with the amount that we could invest and what we’d need from them. While there would be a significant budget implication, we think there is also room for significant growth.

There isn’t a fully formed plan, there’s a whole lot of possibility, but there’s also a lot of excitement from PD, from Exec, and from the Synod, which makes the possibility feel possible. We wouldn’t be the first church to call an intern as an associate pastor.

There’s been a feeling for a while that the children of Advent need dedicated time and support and a person. We called someone a number of years ago to focus on CYF and there was progress, but when she left we got a bit lost. We think of the kids who are lost, especially tweens, and how having a dedicated staff person and programming could help keep them more connected. Investing in the future members and leaders of the church feels important. Investing in 20s/30s is also investing in potential future parents, so it’s part of the CYF world.

We’d like to be able to say this is an experiment because it’s a huge investment, so we likely can’t do an unlimited contract. We could look at something like an initial 3-year term call to see how it goes and how it can work in our budget and future.

In the framework of First Thirds, where can campus ministry fit into the conversation? This is something PD and Pastor Becca have talked about that other denominations have been very involved person-wise in LaMP, and we generally have given financial support. Having an extra pastoral staff can help us bring more time to this type of ministry, and find ways to connect it to the 20s/30s ministry.

She would be a fully called pastor, not 100% dedicated to CYF, but put a lot of effort there. It would provide much needed support and backup to PD which would be important. We’ve been seeing a lot of growth in the past few months/year that we want to lean into and support that growth.

As we consider this, it’s a big step for a congregation to move from a one-pastor model to a two-pastor model. Perhaps there’s someone from the Synod who can help guide the transition a little bit in terms of role division. We have had this model in the past, and it’s worked well for us, just not in the past few years.

The Council was fully on board with PD taking the next steps to continue talking with the Synod as well as looking for some other potential grants to help support this. We’ll also move forward with reviewing what this would mean for Advent’s budget.

Does this need to be a broad search? If Hayley decided not to move forward, would we look for someone else? No and no, this is a right person right time type of call.

The base salary is $49k, and adding in all the benefits it’s about a $70k package. Maybe we come up with the benefits and the synod pays the base salary?

Hayley’s last Sunday is October 15, and it seems unlikely we could make this happen before then. If we likely are moving forward though, is there potential for a part-time contract so she doesn’t have to move back to South Dakota? She can’t do her candidacy committee approval until she completely finishes her internship.

If people have ideas or continued thoughts about this over the month please share with the Council!

**Action** ***(Motioned, Seconded, Approved)*:** The Council voted to approve the continued exploration of the financial options for potentially calling Hayley Moe as an associate pastor.

1. **Upcoming Meetings**
* August 16 at 7pm on Zoom
* In-person Council Retreat – September 16 from 10am - 3pm
* Future topics for discussion: Sunday School next steps, Hybrid Worship report, Food Pantry, Hospitality (summer exercise), Parsonage and Condo Management teams

**Adjournment — Closing Prayer**

Pastor Danielle closed the meeting in prayer.

*Respectfully submitted by Dorothy Trigg 7/19/23*