

**Council Meeting Minutes**  
June 20, 2023

Minutes Approved  
July 18, 2023  
Marlene Kiser

**Meeting Called to Order** at 6:02 PM by Chet Madison

**Opening Prayer** was provided by Pastor Carl Hoppman.

**Present:** Chet Madison; Peggy Moser; Kirsten Ireton; Marlene Kiser; Cathy Davis; Laura Tice; Clarence Korhonen; Faith Thomas; Punky Dias; Paul Maki; Shirley Prouty; Carol Vance

**Guest:** Pastor Manda Truchinski (Sierra Pacific Synod); Pastor Ron Valdez (Bethlehem Lutheran Church in Auburn); and Pastor Carl Hoppman

**Absent:** Linda Duffek; and Paul Maki.

**Approval of Council Meeting Minutes:**

A motion was made by Laura Tice to accept the May 16<sup>th</sup>, 2023, Council Meeting Minutes, and seconded by Peggy Moser. Motion passed unanimously.

**Approval of Special Council Meeting Minutes:**

A motion was made by Kirsten Ireton to accept the June 1st, 2023, Special Council Meeting Minutes, and seconded by Peggy Moser. Motion passed unanimously.

**Approval of Special Informational Congregational Meeting Minutes:**

A motion was made by Kirsten Ireton to accept the June 8th, 2023, Special Informational Congregational Meeting Minutes, and seconded by Peggy Moser. Motion passed unanimously.

**Board Reports:**

**Worship & Music Report – no report/verbal report**

- Verbal report provided by Shirley Prouty.
- Pastor Carl Hoppman was a special invite to the meeting on June 14<sup>th</sup>.
- The board will be meeting again on the 2<sup>nd</sup> Saturday of every month at 10:00am.

**Treasurer Report –**

- Chet Madison, Council President, requested that Kirsten Ireton provide a overview report.
- Kirsten Ireton reported:
  - 1.) Income was down.
  - 2.) Expenses were okay.
  - 3.) Current income is still about \$10,000.00 over projected for year-to-date.

- 4.) With summer coming there is a projection that "Natural Gas" (line 59.07) will decrease, and "Electricity" (line 59.06) will increase but this has been anticipated in the budget for summer.
- Chet Madison commented that the graphs provided monthly in the News & Views by the Finance Board are excellent. It provides a visual representation of the where we are Year-To-Date with the Budget, Incomes & Expenses. The graphs are also present on St. Luke Lutheran Church webpage.
  - Kirsten reported that the desire of the Finance Board is to get away from using the Reserve Funds.

Chet Madison, Council President, again requested that all board chairpersons provide their board meeting minutes no later than the Friday before the monthly Council Meeting if possible. If your board meets after that Friday but before the Council meeting, please try to get your meeting minutes in as soon as possible. This will allow all chairpersons to review the board reports and direct any questions to the respective board chairperson for clarification.

#### **Action Items:**

- P&P-2022-1 Facility Use & Attachment 1:
- Kirsten Ireton reported on this Finance Board P&P.
- Question asked by Clarence Korhonen: How were the new usage rates determined?
  - 1.) Reported that Linda Duffek & Peggy Moser checked rates that were being used at other facilities.
  - 2.) Linda Duffek sat in the Finance Board Meeting when the P&P was being updated.
- Policy & Procedure-2022-1 is to be reviewed every year at a minimum for any needed change in rates. If it is determined that rates need to be done more often the Finance Board will determine if a twice-annual review is needed.
- A motion was made to approve the changes made for P&P-2022-1 "Facility Use & Attachment 1", by Kirsten Ireton, and seconded by Laura Tice. Motion passed unanimously.

#### **New Business:**

##### **1. Church Office Hours**

- Pastor Carl Hoppman presented for Council consideration the new office hours for Pastor Carl Hoppman and Alison Korhonen-office secretary.
- Purposed change:
  - 1.) Pastor Carl is in the church office Monday, Tuesday, and Wednesday from 9:30am to 12:30pm.
  - 2.) Alison is in the church office Tuesday, Thursday, and Friday from 9:30am to 2:30pm.

- 3.) Office Hours to be posted as Monday through Friday from 9:30 to 12:30pm.
- 4.) Update the timecard used by Alison Korhonen to allow for the ability to sign-in and sign-out when in the church office.
- 5.) All office work will be supervised by Term Pastor Carl.
- 6.) If Alison is unable to complete weekly bulletin or monthly News & Views due to sickness or vacation Pastor Carl has agreed to be sure that these documents are done.
- 7.) The Secretary's Job Description Duties will be updated to reflect the new updates.
- 8.) The new church office hours will go into effect on July 10, 2023.

## **2. Pastor Carl Hoppman Compensation Agreement**

Chet Madison presented the Compensation Proposal for Term Pastor, Pastor Carl, for July thru December 2023.

- The contract agreement will be automatically renewed monthly until the Sierra Pacific Synod is notified that the contract is no longer needed.
- Pastor Manda Truchinski from the Sierra Pacific Synod was present to complete the Contract Agreement which will include:
  - 1.) Compensation proposal for Term Pastor Carl Hoppman.
  - 2.) No housing allowance or medical.
  - 3.) Amount per month \$5,718.00.
  - 4.) Updates for Church Office Hours that include days that Term Pastor Carl Hoppman will be working in the church office.
  - 5.) Areas of duties council members want to be covered by Term Pastor Carl Hoppman.
- Motion was made to approve the Compensation Proposal for Term Pastor, Pastor Carl, for July-December 2023 by Laura Tice, and 2<sup>nd</sup> by Punky Dias. Motion passed unanimously.
- Pastor Manda Truchinski from Sierra Pacific Synod will complete the Contract Agreement paperwork and send to Pastor Carl Hoppman and Chet Madison, Council President, for their signature.
- Second motion was made to approve the terminology of "Term Pastor" to be used for Pastor Carl Hoppman by Marlene Kiser, and 2<sup>nd</sup> by Peggy Moser. Motion passed unanimously.

### **Old Business:**

#### **1. St. Luke Representatives to attend Synod/New Bishop Nominations:**

- Peggy Moser to follow up with those interested in attending.
- Names desiring to attend will be brought back to the Council Meeting to be voted on.

#### **2. St. Luke 100<sup>th</sup> Anniversary Committee**

- Will be setting up committee and choosing a chairperson.

### **Next Steps for Next Pastor – Pastor Manda Truchinski**

Discussion occurred on how everyone feels with the departure of Pastor Brian Hiortdahl, and how to process all that happened.

Next steps were discussed:

- Call Committee – reactivate old committee or create a new committee.
- Reactivate MSP – are any changes needed in document?
- Would a TEEM (Theological Education for Emerging Ministries) - Synod Alternatives Program - be acceptable as a candidate to be vetted by the church. Pastor Ron Valdez who was visiting the Council Meeting is working in this alternative program for the Sierra Pacific Synod.
- Would the church want to go with a Synod Term Pastor for 3 years?
- Does the church want to go with a Regular Call for a New Pastor?
- Will the church be concerned if only one candidate is vetted by the committee.
- Motion was made to bring back to July Council Meeting the discussion of what the next steps are to be taken with a Call Committee by Marlene Kiser, and 2<sup>nd</sup> by Laura Tice. Motion passed unanimously.

**Closing Prayer by:** Pastor Manda Truchinski

**Meeting adjourned at:** 8:00PM

Respectfully Submitted,  
Marlene Kiser  
Council Secretary  
Marlenek8626@outlook.com