

St. John Lutheran Church, ELCA  
**Council Meeting Minutes**  
(October 12, 2021)

*President: Michael Behsmann*  
*Vice President: Ann Ruedy*  
*Council Secretary: Koni Hudak*

*Building & Grounds: Kyle Gallagher*  
*Congregational Life: VACANT*  
*Education: Terry Huber*

*Social Ministry & Outreach: Rhonda Behsmann*  
*Worship & Music: Sue Michaels*  
*Financial Secretary: Al Tonn*

1. Call to Order. Mike Behsmann called the meeting to order.
2. Welcome any VISTORS! No visitors.
3. Opening Devotion – PASTOR JOHN
  - a. Pastor provided Council members Bibles, each marked and underlined with a passage to be read aloud. All seven verses carried a common message: I am here for you. As Pastor stated, from beginning to end, God’s words ensure and remind us, repeatedly, to look to Him, give Him our concerns, our worries, our heartaches and trust Him to help us carry the load. Pastor prayed for us to remember to turn to God for all things.
4. Roll call (Quorum = 4 voting Members) All members present.
5. Announcements
  - a. Exec. Council – discuss new credit card line of credit letter for bank
    - i. Currently, Julie Keane, St. John Lutheran Church (SJLC) receptionist, is the sole “authorized” person on the SJLC credit card account, issued through Roundbank.
    - ii. A second credit card, under former employee’s name, was found to still be open (inactive).
    - iii. A \$2,500.00 credit limit limited acquisition of materials necessary for the technology project.
    - iv. Being “unauthorized”, Council President, Mike Behsmann, and Financial Secretary, Al Tonn have been unable to resolve the issues with the credit card company.
      1. Motion was made for St. John Lutheran Church Council President, currently, Michael Behsmann, and St. John Lutheran Church Financial Secretary, currently, Allan Tonn, to be deemed as “authorized” individuals on the St. John Lutheran Church credit card account, issued by Roundbank, along with St. John Lutheran Church receptionist, currently, Julie Keane, in order to close inactive and/or unused account(s) and/or cards, increase credit limits, and any and all other functions deemed necessary for the good of St. John Lutheran Church, with the understanding that in seating and/or hiring future Council President and/or Financial Secretary and/or receptionist, these names would be communicated and changed with the credit card company, issued by Roundbank, in order for any and all new persons designated in the aforementioned positions at St. John Lutheran Church to be “authorized”, as such.
        - a. Ann R.—1<sup>st</sup>; Sue M.—2<sup>nd</sup>. Motion passed. No objections. (6-0)
        2. Motion was made to increase the credit limit on the same credit card account from \$2,500.00 to \$7,500.00.
          - a. Terry H.—1<sup>st</sup>; Kyle G.—2<sup>nd</sup>. Motion passed. No objections. (6-0)
    - b. If needed, next Council Exec. Meeting – 6:30PM Nov. 9, 2021, in Trinity Hall
      - i. Change noted: Council Executive Meetings will be held at 6PM, when needed.
    - c. Next Commission Meeting set for: 6PM – Nov. 9, 2021, in Trinity Hall
    - d. Next Council Meeting set for: 7PM – Nov. 9, 2021, in Trinity Hall.
      - i. Change noted: Council Meeting is set for 6:30PM – Nov. 9, 2021, in Trinity Hall.
    - e. Year end is coming soon, and we need to start looking at budgets for 2022
      - i. Discussion raised awareness of Pastor’s shift to Medicare (summer 2022), affecting SJLC budget. Council will prepare/plan using information as available.
  6. Regular Business
    - a. Secretary’s minutes: signed by Mike B.
    - b. Financial report – Al Tonn
      - i. General Fund Income—Line 18: over \$2,000.00 and still gaining! SJLC is in the black, again!
      - ii. **ACTION ITEM: Council**, inform Al of “irregular” costs/funds to anticipate/plan for, before year-end.
      - iii. Technology project continues to progress under allocated funds. All project financial records continuously provided to Al T. by Mike B., as acquired.
    - c. Commission of Buildings and Grounds – Kyle Gallagher
      - i. Nothing to report
    - d. Commission on Congregational Life – OPEN!!!
      - i. Sue Erdman is planning a trip to Pine Ridge, leaving on 10/21/21. Length of trip TBD.

- e. Commission of Worship and Music – Sue Michaels
  - i. All Saints Sunday: 11/07/21, organized by Sue M. and Mary Schultz
  - ii. SJLC Christmas Decorating: 11/28/21 @ 9AM; greens will be hung this day (COVID-safe)
  - iii. Hanging of the Greens: 11/29/21; no greens procession, but associated readings remain part of service
- f. Commission on Social Ministry and Outreach – Rhonda & Nadine
  - i. October: Food Drive donations
  - ii. November: Military Box donations
  - iii. Pine Ridge Christmas Tree: organized by Sue Erdman
  - iv. Future “Donation Station” in Trinity Hall in the works.
- g. Education Committee – Terry Huber
  - i. Terry and Val hosted 9 students at SJLC first Sunday School session on 9/26/21.
  - ii. 2<sup>nd</sup> Sunday School session: 10/31/21.
  - iii. 3<sup>rd</sup> Sunday School session: 11/28/21. Christmas program practice begins.
  - iv. Christmas program: 12/12/21 @ 9AM service.

7. Other Business

- a. Buildings & Grounds Special Projects.
  - i. Church basement carpet replacement – quote discussion – Mike B.
    - 1. SJLC and Woodridge Interiors starting installation process; samples arriving week of 10/18-10/22; instead of vinyl mop boards, considering carpeted “boards”.
    - 2. Planned process: tear out carpet, schedule wall cleaning, install carpet (per professionals’ scheduling recommendations)
    - 3. Project to begin after Fall Festival
  - ii. DISCUSSION & MOTION???
- b. Telephone system and having PBX system reprogrammed. – RFQ made with WW Communication, no update to report at this time.
  - i. >>>...Time & Material Bid discussion...<<<
    - 1. Wireless World Communications Specialists provided time and materials bid not to exceed \$2,500.00, to transition SJLC phone lines over to consolidated PBX system.
      - a. Professional opinion to include PBX in elevator(s), as well.
    - 2. Motion was made to proceed with acquisition of WW Communication Solutions to install PBX system based on the bid provided to Council at 10/12/21 meeting.
      - a. 1<sup>st</sup>—Kyle G.; 2<sup>nd</sup>—Sue M. Motion passed. No objections. (6-0)
- c. Food Shelf request for operation / storage space
  - i. Discussion & Motion???
  - 1. Waseca Food Shelf inquired on temporary rental of 1000 ft<sup>2</sup> in SJLC during the interim period between old and new locations.
    - a. If emptied, Confirmation room (north end of lower level in education building) fulfills space requirements, offers semi-private access and secure doors.
    - b. Discussion exposed more questions than answers, including rental timeline, operating hours, access to church building, tax requirements, rental contracts, insurance liabilities.
  - 2. Motion was made to find answers to questions to assist Council in decision.
    - a. 1<sup>st</sup>—Terry H., 2<sup>nd</sup>—Kyle G. Motion passed. No objections. (6-0)
  - 3. **ACTION ITEM: Mike B.** will contact Food Shelf with questions and gather information regarding SJLC legal ability/requirements to enter into rental contract(s), then present at November Council meeting.
  - 4. **ACTION ITEM: Council** will field all questions to Mike B. via email, ASAP.
- d. Tour the Church – much to talk about in this section by Mike B.
  - i. SJP video project – UPDATE
    - 1. New cabinets behind pulpit; PA system operational; Incorrect fiber-optic parts ordered and installed—correct parts scheduled for reinstallation, 10/13/21-10/15/21.
  - ii. Large video screen and placement – Show & Tell
    - 1. View two monitor placements in church
      - a. Set screens at angle towards center aisle, avoid glare; capable of projecting independent images; 7ft (diagonal) size ensures adequate viewing from furthest distance in sanctuary; established wood frames repositioned above screens for preservation and aesthetics.
    - 2. Motion was made to proceed with the acquisition, placement and installation of two 7 ft. monitors above the lectern and pulpit, as per prototypes provided to and seen by Council on 10/12/21, along with elevating each of the current wood framings, above lectern and pulpit, to hang above each screen, remaining fully exposed and established aspects of the church sanctuary.
      - a. 1<sup>st</sup>—Sue M.; 2<sup>nd</sup>—Terry H. Motion passed. No objections. (6-0)
- e. Putting fans in Lectern and Pulpit area for cooling. – no progress at this time.

- f. Church Bell Tower ceiling repairs – update & discussion Mike B.
    - i. Ceiling replacement product selection and cost
      - 1. Bill Erdman provided sketches and estimates of materials and costs for Council to consider.
        - a. Acoustic tiling est. ~\$400.00 vs tin tiling est. ~\$2,000.00
      - 2. Greener World Solutions provided “blind” bid, meaning until area is fully exposed the \$2,000.00-\$3,000.00 estimate is a rough “ballpark”.
    - ii. Motion made to proceed with purchase and installation of acoustic ceiling tiles, including framing, and hire Greener World Solutions to insulate the area, anticipating a total cost of \$2,500.00-\$3,500.00, or higher, depending upon unforeseen costs once area is fully exposed.
      - 1. 1<sup>st</sup>—Kyle G.; 2<sup>nd</sup>—Terry H. Motion passed. No objections. (6-0)
    - iii. **ACTION ITEM: Mike B.** will provide color copies of the three sketches and cost estimates notes for Secretary records.
    - iv. Scaffolding by Terry H. & Kyle G.
      - 1. No cost associated with acquisition and/or use of scaffolding.
  - g. Church lighting issues, need to discuss – Mike B.
    - i. Track lighting for front of sanctuary is obsolete, mostly non-functional and/or falling out.
    - ii. Unlit, Pastor’s appearance is severely compromised, especially for online worshippers.
      - 1. BLK Electric, Inc. provided bid to replace and update lighting units, as located, including LED bulbs, dimmers, reattach loose unit to wall, and removal and replacement of seating and alter before and during installation process, completed in 3-4 days at \$7,500.00.
      - 2. Congregation to be presented the opportunity to directly donate towards lighting project.
    - iii. Motion was made to acquire a second bid before proceeding.
      - 1. 1<sup>st</sup>—Ann R.; 2<sup>nd</sup>—Koni H. Motion passed. One objection (5-1)
    - iv. **ACTION ITEM: Ann R.** will acquire a lighting bid and bring estimate to Council, when received.
  - h. Church Balcony – Mike B.
    - i. Security issues
      - 1. To protect SJLC investment(s) into new technology units and materials, located in balcony and furnace room, in education building, locks need updates.
        - a. Motion was made to replace current lock mechanisms on balcony and education building furnace room doors, with the same mechanism currently utilized throughout church building for continuity with current key system.
          - i. 1<sup>st</sup>—Terry H.; 2<sup>nd</sup>—Kyle G. Motion passed. No objections. (6-0)
      - 2. **ACTION ITEM: Mike B. and Kyle G.** will organize and assemble the necessary materials and manpower to secure the two areas.
    - ii. Painting
      - 1. Bill Erdman approached by a member of SJLC congregation re: painting the balcony.
        - a. Discussion showed serious interest, with questions about details of offer.
      - 2. Motion was made to contact individual for detailed proposal and/or bid for Council review.
        - a. 1<sup>st</sup>—Terry H.; 2<sup>nd</sup>—Sue M. Motion passed. No objections. (6-0)
      - 3. **ACTION ITEM: Mike B.** will contact painter to collect detailed proposal/bid for Council review.
  - i. DISCUSSION / MOTION???
8. Pastor’s Report
  - a. Baptists: 9/19/21—Lucille Jewison (prnts: Scott/Mindy Jewison), 10/10/21—Brock Kuhns (prnts: Bryan Kuhns/Heather Foote); Trinity Hall provides perfect space for large group Confirmation classes; 2 weekly vacations: 1<sup>st</sup> end of Dec., 2<sup>nd</sup> end of Feb.; anticipate technology updates for congregation; upcoming Stewardship Sundays enhanced by members sharing experiences of gratitude; Synod retreat coincides with Nov. Council mtg., plan for absence; 9 Pastoral visits and various duties/responsibilities.
9. Next set of commission and council meeting is set and starting at: Nov. 9, 2021 – 6PM
10. Additional Discussion / motion before adjourning?
  - a. No discussion.
11. Pastor John lead in closing prayer.
  - a. Lord’s Prayer
12. Adjournment Mike Behsmann adjourned the meeting.

Respectfully Submitted by: Koni Hudak, Council Secretary

Council President: \_\_\_\_\_

Date: \_\_\_\_\_