

St. Matthew's Quarterly Congregational Meeting
April 25, 2007

The meeting was called to order by Don Weltzien and opened with devotion by Pastor Schroeder.

The members in attendance are listed on a separate page attached to these minutes.

Minutes: The reading of the minutes from the January meeting were approved as presented.

Additions to the Agenda: Item 9c change the amount from \$15,000 to 32,993.35.

Membership Changes:

A motion was made, seconded and carried to receive by transfer, by profession of faith, and by adult confirmation the individuals listed on a separate page attached to these minutes.

A motion was made, seconded and carried to dismiss by transfer, by release and by removal the individuals listed on a separate page attached to these minutes.

Unfinished Business:

None.

New Business:

1. It was suggested that we give Pastor Schultz some time to familiarize himself with our congregation and its needs before extending a call for a second pastor. This will enable us to define the specific strengths, skills, and preferences we should seek in the second pastor to complement Pastor Schultz's attributes. We will continue to monitor the situation as these assessments are being made. There was a motion made and seconded to accept this suggestion. Motion carried.
2. There was a motion made and seconded that during this time as we consider our needs for a second pastor, that we continue to provide temporary pastoral help for Pastor Schultz as needed. Motion carried.
3. There was a motion made and seconded that we designate \$32, 993.35 of Pastor Schultz's compensation in 2007 (beginning June 15, 2007) as a parsonage allowance under provisions of Section 107 of the Internal Revenue Code. Motion carried.
4. There was a motion made and seconded to include Pastor Schultz under our Unreimbursed Business-related Expenses policy:
WHEREAS our ministers of the gospel may incur related expenses other those for which they are reimbursed, there be it Resolved, that any business-related expense, which is not reimbursable under the congregation's policy, shall be paid by the employee.
Motion carried.
5. There was motion made and seconded that we extend our provisional call to Dennis Fletcher as staff minister through June 30, 2008. Motion carried.

Reports:

Business Administrator:

George could not be present due to a scheduling conflict. Don Weltzien summarized his report to the council.

1. He has reviewed the secretarial and bookkeeper positions and is working on a draft of an integration of the church and school finances. He has begun reviewing and testing the capabilities of ACS Technologies, which is our accounting and database software.
2. The organ went out a couple of weeks ago for unknown reason. According to the service technician that repaired the organ the cost of the repairs was more than half the estimated current value of the organ and that future repairs would be even more. He also stated that there is damage to the organ speakers as well. Replacement costs of a new organ are anywhere from \$29,000 to \$75,000 depending on model and capabilities.
3. Reviewed the documentation for the 6-month re-inspection of Asbestos Containing Building Materials in the church and school
4. Reviewed anniversary dates of called workers and staff and updated a worksheet.
5. Prepared a draft of a Privacy Notice for the church and school
6. Prepared an initial draft of an Employee Handbook for the church and school.
7. Reviewed the property insurance coverage.
8. Reviewed the reports of the 2003-2005 Audit Committees. A committee should be appointed to conduct the 2006 audit as soon as possible.
9. Observed the month end closing work performed by the Bookkeeper to ensure everything was being done properly, which it was.
10. After reviewing our VEBA health insurance coverage discovered that all workers enrolled in VEBA health insurance plans are automatically enrolled in the Long Term Disability Insurance plan at no additional cost. The plan provides the worker with 66.7% of their pre-disability salary after a 90-day waiting period.
11. Reviewed the renewal of the Yellow Pages listing.
12. Performed an audit of the payroll journal against Church receipts with respect to Hot Lunch Wages and Band Wages for the past 15 months and found everything in order.
13. Reviewed the status of the safety deposit box.
14. Reinstated the entry of prospects into the People Suite of the ACS software program.

Financial Secretary:

Steve recognized Roger Reichert for all of work he did for the Finance Committee over the years.

Direct deposit for member contributions was discussed. About 1/3rd of those in attendance indicated that they would utilize this if it were in effect. There was a motion made and seconded to approve the Financial Secretary's report as presented. Motion carried.

Treasurer:

There was a motion made and seconded to accept the Treasurer's Report as presented. Motion carried.

Board of Education:

No report.

Board of Elders:

The Board wishes to thank all who helped with the full-court press visits of delinquent members. 33 visits were made with 16 positive responses. 25 people communed as a result of the visits. 17 further people communed that had not been contacted but hadn't communed for a while.

Board of Stewardship:

New Thrivent forms have arrived. New restrictions for qualifying were explained.

The Board has been working with the Board of Outreach and has the greeter program up and running again. Need three or four couples to act as coordinators to contact people who have already volunteered and make sure they show up and fill them in on things that need to be done each week. The greeters will hand a brochure to each visitor and hand them off to an usher who would seat them next to someone willing to assist that person through out the service, just try to make the experience more friendly.

Still trying to get together some sort of financial counseling for various age groups and to get this in place sometime this fall.

The Fellowship Committee is back in action. There will be a card playing event this coming Saturday night with other activities through out the year.

The New Member board will be updated soon with a New Member Sunday coming up.

Board of Outreach:

Jeff elaborated on some of the things Outreach and Stewardship have been working on together. Besides the greeter program they would like everyone to be aware of visitors or new members and make them feel welcome. Assist them during the services with service order and hymns or whatever is needed. The Boards are discussing putting up some sort of signage in the church so that people will know where various areas of the church are (i.e. Fellowship Center, restrooms, etc.). They are also discussing whether the Order of Service could be displayed on the screen during the service.

VBS/Soccer Camp is coming up and the Board is hoping to get more non-members introduced to St. Matthew's and the WELS.

Prospect follow-up is now being entered into the computer system.

Board of Trustees:

The Board continues to peck away at their project list.

The clean-up day was very successful. There were lots of volunteers.

The large cooler in the downstairs kitchen is not functioning properly and should be replaced. The Ladies Guild has volunteered to pay for half of the cost of replacement. More checking will be done.

A quote has been obtained for repair of the school gym roof. More quotes will be obtained.

Some landscaping has been done behind school and in front of church.

Some work will be needed in the old parsonage in order to provide temporary housing for Pastor Schultz and his family.

Officers:

The Schultz's have purchased property and having a home built but this will not be done prior to their arrival at the end of June or beginning of July. They will be staying in the parsonage until their home is finished. Some sort of temporary storage may be needed for some of their belongings.

July 15th will be the installation date for Pastor Schultz. The service will be at 3:00 pm.

Don't forget Pastor Schroeder's retirement July 31st with a celebration on Sunday July 29th.

Everyone should have gotten an envelope in the mail reminding them what they committed to and where they are at in regards to the New School fund drive. After this drive is completed we may get a refurbishment project going to take care of everything that has been shoved aside lately (building roofs, organ replacement, property maintenance, etc.). More will be determined in the future.

Synod Communicator:

No report.

Memorial Trust Fund:

It was pointed out that the general trust fund had a yield of 8.34% last year and the Charitable Remainder Trust yielded 9.9%. There was a motion made and seconded to approve the Report as presented. Motion carried.

Lakeside Delegate:

No report.

Pastors:

Pastor explained the College Circuit, how it is divided, and how that division is being revised.

There will be a proposal at the Synod Convention to stop all funding for Michigan Lutheran Seminary and had been asked if we should have a separate meeting concerning this topic.

Mr. Ziel:

The Board of Education approved Mrs. Mamerow starting her Master's Degree program.

The Board also approved splitting our pre-K program due to size of enrollment as established by our current policy.

After school child care and 3 yr old kindergarten continue to be investigated. About 45% of the area WELS schools offer after school care at the present time.

The meeting was adjourned with prayer.

Respectfully submitted,

Rik Krahn, Secretary