

**Calvary Lutheran Church  
Council Meeting Minutes  
April 15th, 2025**

**Council Meeting was called to order at 5:01**

**Members present;** Joey Younie, Sara Odden, Julie Richter, Jayne Kraemer, Rodney Rice, and Troy Kilpatrick. Council absent Zach Finley, Cindy Kinzley, and Gina Nelson

**Staff present,** Deacon Tom Martin and Finance Tammy Singaas

- a. **Devotion** – Presented by Troy – Psalms 20:4 – “Seek god as you make plans in the new year and look to him as you craft any and all new beginnings.” – Discussed alignment of this to the efforts going into the recruitment of a Senior Pastor and all other organizational efforts.
- b. **Quorum** – Established
- c. **Approval of March Minutes - ADDENDUM-** Motion made by Julie Richter and 2nd by Sara. This motion clarifies the effective date for Wednesday Meal price changes was Wednesday, March 12th. This is a clarification and addition to 2.18.25 minutes. Motion passed by Majority. This is reflected in the 3.18.25 Minutes.
- d. Approve Agenda – New Topics added – Outlaw Ranch and Synod Assembly.

**2. Rostered Leaders Reports –**

a. **Deacon Tom** – Tom presented a copy of a staff farewell and blessings announcement for Wayne Rosby that he asked for feedback and support. What was presented was approved by Consensus for Tom to present.

Tom also presented an idea regarding Outdoor Service this Summer on a Saturday Evening. Consensus from Council was to pursue the logistics and establish a potential date for this to occur. Part of the considerations are regarding volunteer support for music and sound systems. Tom to pursue more details for future review at the upcoming Council Meeting.

The High School Rummage Sale has been set for May 23<sup>rd</sup> and 24<sup>th</sup>. Announcements have already been made, and donations have already started to come in from the congregation. Proceeds from the sale will help fund the Youth Trip to Nashville July 25<sup>th</sup> – August 4<sup>th</sup>.

Tom and Joey have set a calendar for Supply Pastor coverage that extends through June.

b. **Financials/Tammy** – After the 1<sup>st</sup> quarter of the Year we are performing well. Overall Incomes are up \$17,092 or 7.8% over the year prior. Expenses are also up over the year prior by \$6,788 or 3.4%. When combined we are in a positive position of \$33,631 or 16% up to the breakeven mark. Specifically, Tammy provided insights into the month of March as many quarterly only expenses were recognized (mostly as expected and budget). Snow Removal and Utilities were responsible for unusual increases during the recent cold within this time frame.

Tammy indicated in the discussion that a full review of our Wednesday night meal services would be provided in May. This will include all expenses associated with the production of the meals and the donations that came in during the timeline for those meals. This will be

reviewed by the Finance Committee in advance. Investments in staff computer systems were made in the month, but the possibility exists that more costs are coming according to our vendor Golden West. Tammy is working through what we have spent and their recommendations.

The Finance Committee has made a recommendation to utilize an Endowment Fund balance to help support systems investments. The amount of \$3,643.07 has been a positive balance for many years. **The motion** to draw the funds of \$3,643.07 to a zero balance and utilize these dollars in staff support was made by Julie Richter and 2<sup>nd</sup> by Rodney Rice. **This motion was approved unanimously.**

Julie Richter requested that the Finance Committee review all the Restricted Funds for either use or elimination that are listed in our account details.

**Action Item** – For May discussion to the potential creation of a punch card meal program for parents to buy for their children attending Wednesday Education.

**c. Committees –**

**Finance** – Items covered in Rostered Leader Report

**HR** – Joey – HR Committee to have initial draft of Employee Handbook for presentation at May Council Meeting. Committee asking Council to be the parties responsible for the final approval. Tammy will be checking with Indeed.com regarding finding out recruitment costs for the newly created Facilities Manager position.

**Education** – Zach – No Report

**Endowment** – Julie – All of the 2024 distributions have been mailed out to the organizations we are supporting.

Discussion and review of the Calvary Endowment Fund Resolution and the Endowment Fund Committee By-Laws occurred at the request of Julie in Executive Committee. The Executive Committee felt after review that a motion to accept the Committee's Bylaw's was appropriate with recommendations that the Committee make a presentation at the upcoming 2026 Annual Meeting. Troy made a Motion to "Endorse the Endowment Committee Bylaw's as dated on November 29<sup>th</sup>, 2022. Motion 2<sup>nd</sup> by Julie and passed unanimously.

**Generosity** – Troy – Shared dates for the group to re-organize throughout 2025. June 10<sup>th</sup>, July 8<sup>th</sup>, August 12<sup>th</sup>, September 9<sup>th</sup>, and October 14<sup>th</sup>.

**Worship/Music** – No Report

**3. Old Business –**

a. **Supply Pastor Update** – Joey – As listed earlier the calendar is set through the end of June.

b. **Constitution Synod Submission Update** – Troy – We have received approval on the read through and now the Constitution will be voted on at the June ELCA Meeting.

**4. New Business –**

a. **Outlaw Ranch** – Youth Group originally was planning on cost of \$60 per campers for a Day Camp. Outlaw Ranch has communicated the cost to be \$100 per camper.

Discussed evolved around the possibility of the Endowment Committee allocating funds to assist in these matters. Originally, we set aside money for scholarships so this would be a potential repurpose of funds. More to come at the next Council Meeting.

b. **Synod Assembly** – Julie Richter volunteered to lead the process of communicating to congregation members and then registering them for the upcoming assembly. Julie was approved by Consensus to manage this effort.

**Motion to adjourn** made by Sara Odden and 2<sup>nd</sup> by Rodney Rice – Unanimously approved.

Next Council Meeting – Tuesday, May 20<sup>th</sup> at 5:00. Calvary Lutheran Church