

**Calvary Lutheran Church  
Council Meeting Minutes  
December 16th, 2025**

Council Meeting was called to order at 5:05

**Members present;** Sara Odden, Gina Nelson, Jayne Kraemer, Rodney Rice, Zach Finley, and Troy Kilpatrick.

**Staff present,** Senior Pastor Tim O’Shields, Deacon Tom Martin, and Accounting Manager Tammy Drewitz.

- a. **Devotion** – Presented by Sara – John 14:27 – “peace be with you; my peace I give you. Not as the world gives do I give you. Let not your hearts be troubled, neither let them be afraid.”
- b. **Establish Quorum** – Established
- c. **Approve November Minutes** – Motion to approve by Gina, 2<sup>nd</sup> by Jayne. Approved unanimously.
- d. **Approve Agenda** – Approved by Consensus

**Reports**

- a. **Financials** – Tammy presented the financial details for November, and special notes were provided in some key categories. Offerings in the month were up almost \$5,000 of prior monthly averages. Wednesday meals still represent a challenge performing at deficit primarily because we are hosting catered meals. The opportunity to fix this in 2026 exists. When looking at all the expenses compared to monthly averages, we came in slightly lower for the month, helping us create a positive margin of \$7,512 for the month. When comparing year to date incomes \$705,950 to expenses \$689,667 we remain in a positive position +\$16,282. We anticipate another strong performance in December as we close the year.  
Tammy brought forward attendance figures for the month. We are up in attendance in 3 out of 4 areas. We are ahead of year prior in Wednesday Night Service averaging 206 compared to year prior 183. We are up on Saturday evenings averaging 69 compared to year prior 49. We are up on Sunday mornings averaging 225 compared to year prior of 150. We are down in Wednesday meals averaging 165 compared to year prior of 185.

Tammy brought forward a request to update authorized names and remove past names from the checking account. A motion was made by Jayne, and 2<sup>nd</sup> by Gina to approve the following adjustments. **Approved Unanimously.**

**Remove from the account,** Timothy Becker, Cheryl Chapman, William Eldridge, Kathryn Miller, and Jeffery Schleusener. **Add to the account;** Tammy Drewitz, Jayne Kraemer, and Timothy O'Shields.

Tammy brought forward discussion on the support of coffee and hot chocolate being provided in the lobby. The loss of donors will now make the offering a cost to Calvary itself. Discussion included enhancing signage, so everyone is aware of the request for donations to help offset the costs. Plus, additional restrictions on the availability of coffee and hot chocolate outside church services and functions. The **Council agreed by Consensus** to test and see what the result of this behavior provides as a result.

Lastly Tammy asked for guidance on the payout of the Vacation Hours and final check to Lee Ann Henry. After some discussion, a **motion** was made by Troy to pay the balance of Vacation Hours that Lee Ann had remaining. It was 2<sup>nd</sup> by Zach and **approved unanimously.**

- b. **Deacon Tom** – Tom communicated that Pastor Tim has attended all the High School Youth Group gatherings. Pastor Tim is working to smooth the transition following Tom's retirement on February 1<sup>st</sup>. We average 40 students per meeting, so the group is doing very well with attendance.

Called to Care Ministry – has been placed on hold. All other items that Tom is involved continue as before for the time being.

- c. **Pastor Tim** – For this report a Motion to move to Executive Session was made by Rod and 2<sup>nd</sup> Jayne. **Approved Unanimously.**

Motion to return from Executive Session was made by Rod and 2<sup>nd</sup> by Jayne.

**Approved Unanimously.**

Action Item agreed upon by Consensus was to host a Staff and Council Meeting to occur at Calvary on Monday, December 22<sup>nd</sup> at 5:30.

Motion to adjourn the meeting made by Troy and 2<sup>nd</sup> by Rod. Approved unanimously.

Next Meeting – January 20<sup>th</sup> at 5:00 pm