

Meeting: Council	Date: Monday, April 18:2022
Attendance: Lois Miller, Marge Redeztke, Cory Wiesman, Amy Cournoyer, Ray White, Maryel Schoenfuss, Robin Curtis, Dan Thompson, Pastor Andrea, Carmella Moon, Brenda Castellano	
Absent: Jasmine Grell	Devotions: Evangelism – Cory Wiesman
Next Meeting: Monday, May 16, 2022	Devotions Next Meeting: Faith Formation I -

<i>Topic</i>	<i>Discussion</i>	<i>Action Taken/Action Required</i>	<i>Person(s) Responsible for follow-up</i>	<i>Date Required</i>
Devotions/Sharing	Cory shared devotions.			
Leadership Training	Core Values – CAT Survey	Postponed		
Thank Yous	Received: None Sent: None			
Written Reports	No Changes	Amy motioned to accept the Written Reports as received. Cory 2 nd the motion. Motion passed.		
Additions to Agenda	No Changes	Lois motioned to accept the agenda as received. Amy 2 nd the motion. Motion passed.		
Unfinished Business	<p>A. Staff Support: Brenda presented the following documents for review and approval: Annual Staff Review Form, Church Employee Handbook, Administrative Assistance Job Description, Housekeeping Job Description, New Hire Review, New Hire 90-Day Check, Staff Support Team Agenda Template, Statement on Sexual Harassment, ZLC Staffing Committee Activity and ZLC Staff Conduct Policy.</p> <p>B. Transition Team – CAT Survey: Cory provided update on the Ministry Site Profile – to be completed for Pastor Randy Olson.</p> <p>C. Rental Property Funds Proposal: Change Special Ministry Projects to “New Ministry Projects”. See below.</p>	<p>A. Hold off on Custodian Job Description for now. Robin made motion to approve the Staff Support Documents per the discussed revisions. Cory 2nd the motion. Motion passed.</p> <p>C. Funds Proposal approved to be presented to the Congregation at</p>	A. Brenda to update Staff Support Documents as discussed and approved. Amy, Carmella and Dan will forward optional documents for Supervisor Review Form.	

	<p>D. Property Updates: Robin updated Rich and Jim to get doors on. Bay window is in and will be installed later this week when Pastor is gone. Rich to discuss elevator with Mike R – best to on when needed and to turn off when not in use. Robin is following up with Permar Security for the automatic door locks. Dan forwarded Property Management contacts for Robin to check with.</p> <p>E. IT Assessment Update: Maryel informed just received Website and Computer proposals from Fluegel Engineering. ZLC has been approved for Tech Soup and Google Work Space.</p> <p>F. Noisy Offering: Ukraine – Use Matching Funds to increase donation of \$635 to \$1,270.</p>	<p>the meeting on May, 15th.</p> <p>E. Ray made motion to proceed with the 2 proposals received from Fluegel Engineering using funds from the Council Pastor Designated Funds to be reimbursed at a later date if the Rental Property Funds Proposal is approved designating \$20,000 for IT Upgrades at the Congregational Meeting on May, 15th. Robin 2nd the motion. Motion passed.</p> <p>F. Cory made motion to use matching funds to double Noisy Offering donation to \$1270 and to donate to ELCA Disaster Response for Ukrainian Relief. Amy 2nd motion. Motion passed.</p>		
<p>New Business</p>	<p>A. Adopt-a-Highway Clean Up – Cory offered Wednesday, May 18th and Wednesday, May 25th for dates at 6:00 pm. May 25th to be rain date. Plan for 2 hours.</p> <p>B. Funeral Coordinator/Guidelines: Lois updated have 8-10 individuals on list to assist with funerals, but not available. Suggested a paid position to coordinate with the family, Pastor and the funeral home.</p> <p>C. Approval of Confirmands: Jacob Dahlke, Ryan Brubaker, Casey Dasler, Aliya Maneke, Hailey Federwitz and Koehler Kilty</p>	<p>B. Will put notice in Weekly Update, Newsletter and Announcements – ISO Funeral Coordinator(s) – if no one steps forward, will need to discontinue having the meals at ZLC.</p> <p>C. Maryel made motion to approve the 6 confirmands to be confirmed on Sunday, May 8th. Amy 2nd the motion. Motion passed.</p>	<p>B. Pastor Andrea will write up a notice.</p>	

Adjourn	Meeting adjourned.	Dan adjourned the meeting with the Lord's Prayer.		
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Respectfully submitted by: Carmella Moon

Rental Property Funds Proposal:

Funds to designate: \$85,062.59

Executive Committee Proposal:

IT Upgrades = \$20,000

Pastor Recruiting Expenses = \$10,000

New Ministry Projects = \$5,000

Debt Reduction – Building Fund = \$50,062.59

If the funds designated to Recruiting Expenses and/or New Ministry Projects are not used, Council shall have the authority to re-designate the funds.