

TRINITY LUTHERAN CHURCH OF STILLWATER, MINNESOTA
Congregational Council Meeting Minutes
Held August 22, 2022

Voting Council members present: Lead Pastor Chris Bellefeuille; Krista Gossai; Thomas Haugrud; Jill Longnecker; Carol Straka; and Andrew Thelander.

Non-voting Council members present: Parish Administrator Robert Eiselt, and Pastor of Lifelong Faith Formation Peter Weston Miller.

Absent: William Bjorum.

Guests: None.

Location: In-person at Trinity Lutheran Church.

Meeting called to order at 6:40 p.m. by President Andrew Thelander.

1. Welcome.
2. Christ Care Prayers.
3. Dwelling in the Word. Pastor Chris led a devotion based on “dead stories”.
4. Pre-distributed items:
 - a. Draft Minutes from the July 20, 2022 council meeting were distributed electronically to Council for review.
M/S/P to accept and approve the Minutes from the July 20, 2022 council meeting.
 - b. The Pastor report from Pastor Peter was distributed electronically to Council for review. He further discussed “Dinner Church” and “Affinity Groups” referenced in his report. Pastor Chris did not submit a Pastor report.
 - c. The Administrator report from Bob was distributed electronically to Council for review.
PPP money is still being held in reserve and are now categorized as “Council directed reserves”. There were discussion about whether to apply the Council directed reserves to the outstanding line of credit or otherwise applying it at this time. Even though TLC’s fiscal year ends August 31, 2022, Bob advised that a decision in that regard could be made at the September 2022 council meeting, after the fiscal year-end financial numbers are known, and still make it effective for the fiscal year ending August 31, 2022. It was determined to place that matter on the agenda for the September 2022 Council meeting.
There were discussions about maintaining the fiscal year or electing to revert back to a calendar year. It was noted that congregational members are primarily calendar year taxpayers, and that the pledges made are on a calendar year. It was determined to place this matter on the agenda for the next council meeting, when additional information could be provided for Council to make an informed decision, including the reasons for initial electing

the fiscal year; the logistics of electing to revert back to a calendar year; the estimated costs for reverting to a fiscal year; any recommendation in this regard from the Church's CPAs; and any recommendation in this regard from the finance team.

d. The Re-Entry Team did not submit a report.

5. Old Business or Follow Up.

a. The second/final installment payment to Steve Olson for preparing the Feasibility Study was due when the Study was completed and presented to Council, pursuant to the terms of the contract between Steve and the Church. The Study has been completed and submitted to Council, and the second/final payment is now due.

M/S/P to promptly pay to Steve Olson the second/final installment payment for the Feasibility Study.

b. The Feasibility Study has been distributed to those who participated in the Study and to Church Staff.

c. TrinityFest remains set for Sunday, September 18, 2022 at the drive-in. That will be the final worship service at the drive-in for the season. It was determined not to have a beer tent at the event but rather, to have a root beer/creme soda stand. Council members were requested to attend TrinityFest to be part of a "meet and greet".

d. A Capital Campaign Leadership Team needs to be established. Council members were requested to send names to Pastor Chris of proposed individuals to serve on that Team.

e. Council discussed the existing loan/mortgage with Thrivent. The existing loan is fully amortized over thirty years with a maturity date of May 1, 2043. The interest rate is re-set every 3 years, with the last rate adjustment done in June 2021 (reduced from 4.25% to the current 3.50%). Thrivent re-amortizes the loan upon a rate adjustment, adjusting the amount of the monthly principal and interest payments but keeping the maturity date the same. There is no pre-payment penalty. If a pre-payment is made, Thrivent upon request will re-amortize the loan one time per year, resulting in the monthly principal and interest payments being reduced and the maturity date remaining at May 1, 2043.

f. The Finance Team will be asked to provide input/recommendations to Council on the following matters regarding the existing loan/mortgage:

How frequently should a pre-payment of principal be made (i.e., monthly, quarterly, semi-annual, annual?) with funds from the Capital Campaign?

Should Thrivent be requested to re-amortize the loan thereby reducing the monthly payments and keeping the maturity date the same? If so, should that request be made each year a pre-payment is made or otherwise?

In the alternative, should the monthly payments remain the same (i.e., no re-amortization) with the pre-payment advancing the maturity date of the loan?

g. TLC's books and records undergo a "review" each year conducted by the CPA firm of Foley, Kalsein & Company Ltd. The last full "audit" was conducted at least 9 years ago. Bob has been requested to have the CPAs advise the difference in cost between a review and an audit. The Finance Team will be asked to provide input/recommendations to Council on how frequently a full audit should be conducted.

h. The Finance Team will be asked to provide input/recommendations to Council on whether to apply the Council directed reserves (i.e., PPP money) to the outstanding line of credit or otherwise applying it at this time, as noted above.

i. The Finance Team will be asked to provide input/recommendations to Council on whether to maintain the current fiscal year or elect to revert back to a calendar year, as noted above.

- j. The Fall Council Retreat which was set at the last council meeting for October 14, 2022 to October 15, 2022 needs to be re-scheduled due to various scheduling conflicts. A tentative new date for the Council Retreat is January 27, 2023 to January 28, 2023.
 - k. The matter of trespassing on the drive-in property was briefly addressed. Parish Administrator Bob advised that no action has yet been taken in sending a letter to Aamodts Hot Air Balloon Rides on behalf of Council and TLC advising in substance that Aamodts Hot Air Balloon Rides may not use the drive-in for launching hot air balloons or for any other purposes. He further advised that no action has yet been taken to post both the entrance and the gate to the drive-in with a prominent sign that reads in substance: "Private Property – Property of Trinity Lutheran Church of Stillwater, Minnesota", or some other language that conveys the same message, or to install a locking mechanism on the entrance gate. Council reminded Bob that these actions need to be taken.
 - l. An update was given on how to best give recognition of services to the video /sound both builder volunteers – God's Work our Hammers award; the Re-entry Team volunteers; and Claudia Swenseid and the Stewardship Team.
6. New Business:
- a. A reminder was given that additional Council work will be needed in preparation for the Annual Congregational Meeting set for November 20, 2022 at noon.
 - b. Shout Outs; Gratitude moments.
 - c. Pastor Chris and Pastor Peter will discuss with staff whether to resume the annual lutefisk/meatball dinner and advise Council in that regard at the next Council meeting.
7. Next Council meetings.
- a. A Council connections-huddle meeting is tentatively set for Wednesday, September 7, 2022 at 5:30 p.m. to be held virtually via Microsoft Teams, and President Andrew will subsequently advise whether it is needed.
 - b. The next regular Council meeting is set for Monday, September 19, 2022 at 6:30 p.m., to be held in person at TLC.
 - c. A Council connections-huddle meeting is tentatively set for Wednesday, October 5, 2022 at 5:30 p.m. to be held virtually via Microsoft Teams, and President Andrew will subsequently advise whether it is needed.
 - d. The October 2022 Council meeting is set for Tuesday, October 25, 2022 at 6:30 p.m. to be held in person at TLC.
 - e. The November 2022 Council meeting is set for Monday, November 21, 2022 at 6:30 p.m. to be held in person at TLC.
 - f. The December 2022 Council meeting is set for Monday, December 19, 2022 to be held in conjunction with a Council Christmas party at Pastor Chris' house.
8. Other Important Dates.
- a. Trinity Fest is set for Sunday, September 18, 2022, to be held at the Drive-In.
 - b. The Annual Budget forum is set for Sunday, November 13, 2022.
 - c. The Annual Congregational meeting is set for Sunday, November 20, 2022 at noon.
9. Reflection/Prayer.

10. Adjournment.

The council meeting was adjourned at approximately 8:45 p.m.

Respectfully submitted,

s/ Thomas Haugrud

Thomas Haugrud

Congregational/Council Secretary

Electronically signed