

**Creator Lutheran Church Council Minutes**  
**August 18, 2015**

President Ron Noborikawa called the meeting to order at 7:05 p.m.

Council members present: Pres. Ron Noborikawa, Pres.-Elect Rich Heineman, Secretary Jan Shabro, Janice Pendergast (representing Marcie Reid), Treasurer-Elect Laurie Bruckbauer, Director of Operations Dan Totten, Secretary-Elect Tammy Billings-Funk, and Pastor Heidi Calhoun.

Absent: Treasurer Marcie Reid

Treasurer's Report: Janice Pendergast reported on May and June's financial statements. Revenue was down in June and was reflective of past summer months. Our bookkeeper is still working to complete her review of our finances. There are questions regarding spending policies, decision-making, and accountability.

Rich moved to accept the Treasurer's report as presented, waiting for the bookkeeper to complete her work and comments from the Finance Committee when it finished its review. Dan Totten seconded the motion and it passed unanimously.

Devotions:

Pastor Heidi Calhoun led devotions using the guide "Sharing Our Personal Faith Journey from Memory to Faith." She related her experiences about how she decided to go to seminary, become a minister, and then, as a result of her work and participation with Associated Ministries, changed from the Presbyterian to the Lutheran church. In her faith journey, it was the Holy Spirit working through people who urged and counseled her to go into the ministry.

Approval of Minutes: Dan Totten moved to approve the minutes of the July 18<sup>th</sup> meeting. Laurie Bruckbauer seconded the motion, and they were approved as presented.

Pastor's Report:

Pastor reported that Marcie Reid's gall bladder surgery went well, and that Rich Heineman and family should be remembered in prayer regarding the death of his step-mother.

Don and Kathy Couture, after 16 years of service as church custodians, are resigning due to Kathy's post-surgery issues and Don's work load. They will continue cleaning through August.

As a result, Pastor Heidi and Dan Totten will interview several cleaning services recommended by Mt. View's church administrator. Pastor related that Leslie Noborikawa is interested in doing the church's custodial work and has had previous experience.

Consequently, Laurie moved that pastor and Don interview custodial service companies, get several bids, and have Leslie clean the church during the transitional period. Rich seconded the motion and it passed unanimously.

Old Business:

Council members discussed the "part time office manager" position that is open. They concluded that it should be open to applicants from the congregation as well as non-members.

New Business:

Pres. Noborikawa announced that there will be two council meetings in September, one Sept. 8<sup>th</sup> and the other Sept. 22<sup>nd</sup>. The Sept. 8<sup>th</sup> meeting will be a retreat where members review and discuss their job descriptions and the church's bylaws.

Dan Totten reported on church property needs and upgrades. The security system does not meet present code requirements, the parking lot needs repairs, and we need to have a handicap ramp and railing installed for easier access to the church from the driveway.

Dan presented several drawings of the proposed handicap ramp and said the committee is seeking bids for the work.

Tammy said we need better seating for seniors and handicapped people. Some chairs should have arms to help people sit and stand easier.

The council members encouraged Dan to get several bids on upgrading and/or replacing the security system and that the property committee prioritize church maintenance and repair needs so we could adequately budget for them.

Pastor said that some of the memorial funds will be spent to buy hymnals – especially for the first service.

Tammy volunteered to host the Sept. 8<sup>th</sup> meeting at her home.

A list for devotion volunteers was circulated, and the following people signed up:

Laurie Bruckbauer – Sept.; Tammy Billings-Funk – Oct.; Rich Heineman - Nov.; Ron Noborikawa – Dec.; Dan Totten – Jan.; Jan Shabro – Feb.; and Marcie Reid – March.

Laurie moved that we adjourn, Tammy seconded the motion, and members voted affirmatively. The meeting was adjourned at 9:30 p.m.

Pastor Heidi concluded with prayer.

Respectfully submitted,

Jan Shabro  
Council Secretary

