

**Creator Lutheran Church  
Congregational Meeting  
January 19, 2016**

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

**Attendance:** Council members present: President Ron Noborikawa, President-Elect Rich Heineman, Secretary Jan Shabro, Treasurer, Marcie Reid, Director of Operations Dan Totten, Secretary-Elect Tammy Billings-Funk, and Pastor Heidi Calhoun. Excused Absence: Treasurer-Elect Laurie Bruckbauer.

Also attending: Judy Richardson representing the Strategic Planning Committee.

**Devotion/Faith story:** Dan Totten gave his faith story and led the council in prayer.

**Approval of Minutes:** It was moved to approve the December 6 Congregational Meeting minutes as presented and the Dec. 8 Council Minutes as amended with the change of the meeting date from October to November 18. The motioned was seconded and passed.

**Pastor's Report:** Pastor Heidi gave her report (see attached document) and suggested that the congregation give a portion of Lenten collections to the ELCA World Hunger Campaign.

**Treasurer's Report:** Marcie said all the accounting questions, communications, and procedures are resolved with our bookkeeper. She presented a Financial Narrative for December (see attached document). Giving improved in December resulting in a General Fund Balance of \$22,639.00. Dan Totten moved to pass Financial Narrative for December. It was seconded and passed.

**Finance Committee report:** A report was submitted that included the recommendation that our financial status appear in church bulletins each Sunday as well as other publications in an effort to inform congregation of our ongoing financial status. We will refer to it as "Planned Giving" instead of a budget. Also recommended was that we increase our giving to the "Sabbatical Designated Fund". Tammy moved that we increase the sabbatical designation from \$75 – 100/mo. It was seconded and passed.

**Old Business:**

1. Outside property use – tabled for next meeting.
2. Council liaison with ministry teams/job descriptions is almost complete.
3. Pre-School update – There is still an ongoing conversation with bookkeeper and the Pre-School directors to review various reports, bylaws, etc. The school's financial status remains unclear. More work still required. President Noborikawa will draft a letter to Pre-school directors requesting the original bylaws and financial documents.

**Strategic Planning Committee report:** Judy Richardson reported the results/recommendations that were a product of the Leadership Retreat held Saturday, January 17. The committee needs to further synthesize the retreat information. The Council needs to determine an action plan to follow up major concerns and themes of retreat. The congregation should be educated regarding the financial gap that exists in giving. The CAT survey was briefly explained, and the council was presented with a possible campaign theme of "Fill the Gap." Also, a CAT survey timeline was presented with two options. A discussion followed concerning possible dates and plans for the survey that should occur within the next several months. Dan Totten moved to adopt the CAT plan. The motion was seconded and passed.

**New Business:**

1. Modification for Creator Constitution – Item moved to next council's agenda.
2. Timeline and goals before next Congregational meeting? – Item moved to next council's agenda.
3. Cheryle's position – Pastor Heidi said that Cheryle, interim office manager, was interested in applying for the secretarial manager's position. The council reviewed the Creator Lutheran Personnel Manual policy regarding hiring and determined that she could apply.

**Ministry Teams:**

Dan Totten announced that the Stephens Ministry Team has two meetings coming up to recruit new members. The meetings will be informational, and the team may be doing some calling and inviting new people to attend.

Ron Norborikawa reported information regarding Connections Ministry Team and its plans for an Easter Egg Hunt. He had some questions.

The Feb. 27 youth fundraiser was discussed and members encouraged to participate.

**Adjournment:** Marcie moved to adjourn, it was seconded and passed. The meeting was adjourned at 9:18 p.m.

Dan Totten closed in prayer.

Respectfully submitted,

Jan Shabro, Secretary