

## Approved Zion Church Council Minutes – March 16, 2023

**Members Present: Sue Askeland, Cindy Seyfer, Pastor Marsha, Bill Nibbelink, Jan Warren, Leslie Veit, Ron Berg, Steve Panther, Jean Dobyms** **Members Absent: Peggy Nelson**

### I. Opening: Pastor Marsha

### II. Mission Endowment Fund Presentation: Eldon Snyder/vote

Eldon had been asked to work on the mission endowment bylaws since they were not readily available and were very piecemeal. Eldon and his committee relied on ELCA guidance, State of Iowa code, and the bylaws of other Lutheran congregations in creating these bylaws. Zion's Constitution establishes a mission endowment committee. The bylaws suggest committee members have 2-year terms, appointed by Council, not to exceed 4 terms. The constitution has the bylaw committee members with a 1-year term so this would need to be adjusted. Zion is in the process of moving from Vanguard to Hills Bank Wealth Management. There are positives of having a local management firm. Hills Bank would administer the fund and would put together the assets that the endowment fund would be invested in. Balance on March 10<sup>th</sup>: \$494,016.48. Dec 31<sup>st</sup> \$495,474.37. Limited distribution of up to 5% of fund balance at a given time. The Mission Endowment Committee would seek funding requests and these requests would be reviewed by the committee and then would be taken to the council for final approval. Bylaws would change this distribution from up to 5% of year-end balance to up to 5% of rolling average of last 3 years or 12 quarters. Using a 3-year average may allow Zion to spend slightly more; in lean times it gives the opportunity to use additional funds. We don't want to use the principle. Socially responsible investing information was shared with the mission endowment team by Hills Bank. The investment portfolio returns are very similar to the returns from regular investments. The mission endowment committee suggests using the socially responsible investment approach. Once we know that we have funds to spend (after the funds have been moved to Hills Bank), the mission endowment team would notify members through the e-news and other avenues of the ability to apply for grant funds. These applications would be reviewed by mission endowment and then brought to the council. The mission endowment team is open to applications from all. Funds cannot be used for budgeted expenses or debt reduction, but any other ideas could be considered. We have used funds for mission work outside of Zion, i.e., Lutheran Campus Ministry, Ghana, etc. The application does not have to be used for projects inside the church.

**Motion to accept Mission Endowment Bylaws, seconded, motion approved.**

Committee will meet 4 times per year unless there is a request for funding that needs to be review. Sue requested a quarterly update.

### III. Consent Agenda (Items pulled will be moved to Other Business on agenda.) /Vote

February 16 2023 Council Meeting Minutes

February 16 2023 Executive Session Council Minutes

March 13 2023 Council Retreat Minutes

Correction to minutes to show Jan volunteered for youth and family committee

February 2023 Finance Report

March 2023 Finance Report

**Motion to accept consent agenda items as corrected, second, motion approved.**

### IV. Treasurer's Review

Summary information in E-news. Details upon request.

Ron will be out of town for a couple of weeks and Steve Panther will act as the second. He will be added to the Hills checking account as a signer.

**Motion to add Steve Panther as signer on checking account, second, motion approved.**

Will be meeting to determine what additional back-up Kari might need for finances.

#### **V. Pastor Marsha's report**

Spiritual Retreat – week of continuing education will be used the week after Easter. Bible camp. Pastor Dirk will be available for coverage.

Request to increase housing allowance to \$45,000 for tax year 2023, per housing expenses documented by Pastor Marsha for tax purposes.

**Motion to accept the increase in housing allowance budgeted, second, motion carried.**

Zion has created a new volunteer email account to assist Ann Birnbaum in organizing volunteers. Sign Up to help on Sunday morning by contacting Ann Birnbaum.

#### **VI. Other Business**

Records retention and Policy Handbook/Task force: how to get started??

Who might be good at developing this policy? Need to create a policy manual on the management of Zion. Lots of policy references from the ELCA that can help us in the creation of this manual. Per Kari, we need both the policy piece and then someone to help with the implementation of it.

Pastor Tony's Presentation: Sunday March 26/what needs to be done

He will come and talk at the beginning of the service. Announcement will appear in E-news regarding an appeal that will be made by Pastor Tony at the March 26 service for individual contributions for the improvements needed by the kitchen used by the day care housed in the church. Per state code, the kitchen must meet commercial kitchen upgrades and these upgrades are expensive. People are encouraged to bring their checkbooks. Pastor Marsha will also announce this in church. Checks can be payable to New Creations International church. We can have a basket up front for donations when people come up for communion.

Camper Scholarships and Spring Youth Events Scholarships at Ewalu

Seven students from Zion will be going to Ewalu camp in the summer. There will be a notice in E-news about Ewalu spring camp opportunities in April as well as a statement in the E-news that there is money in the budget to support camperships.

**Motion to include a statement in E-news that there is money for camperships, second, motion approved**

Video Taping Policy and Procedures

A policy and process for video recording events in the church and services is recommended. Frank Scammon is helping with this document and has submitted a draft. Additional input will be requested from staff involved in the process and a document for review will be presented at the next meeting.

Update on Organ Meeting

Ron, Sue, Pastor Marsha, Patrick and Renee met Monday morning. A report will come every two weeks regarding work. This report will come through Renee after discussion with Patrick. Also, Sue, Ron, Pastor Marsha, and Renee will meet monthly with Patrick. There will be an update to this week's E-news.

## **VII. Committee Reports**

No reports available at this time.

- Personnel Committee Update: Jean
- Mission Endowment Committee: Eldon Snyder
- Engagement Stewardship: Leslie
- Constitution Committee: Ron and Pastor Marsha
- Finance Committee: Ron and Pastor Marsha
- Pastoral Care Team: Peggy (working to develop a team)
- Adult Learning Team: Cindy
- Social Justice Team: Steve
- Mutual Ministry Team: Bill (will need to gather members)
- Children, Youth, Families Ministry Team: Jan (working to develop a team)
- Worship Volunteers: Ann Birnbaum, Beth Spenler, and Mary Smith cover volunteers

Worship Planning: Pastor Marsha, Marlys, and Melanie

Discussion on reinstating passing the offering plate. Item for discussion passed to worship planning committee

- Property Committee: Nick

**Motion to move to executive session, second, motion approved.**

Prayer: Closing Prayer

Adjourn /Next Meeting date: April 20, 2023

Respectfully submitted by Cindy Seyfer( substituting for Peggy Nelson)