

Holy Trinity Lutheran Church Council

1/08/2008 Meeting Minutes

Council President Lyle Snyder called the meeting to order at 7:07 PM.

Members present:

Lyle S.	President
Lindsay A.	Vice President
David V.	Secretary
Mark S.	Management
Dan T.	Worship & Music
Don S.	Treasurer
Curtis H.	Stewardship
Lowell W.	Christian Education
Gary S.	Property
Stacy D.	Youth Committee
Kathy F.	Youth and Family Ministries
Rick M.	Social Concerns
Diane S.	Congregational Life

Pastor Kathleen A.

Not present:

Greg S.	Evangelism
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Gary led devotions.

Old Business

The minutes from the last meeting were approved.

MVP Program

Jamie P. presented the initial draft of the HTLC ELCA Congregational Mission Profile. This is a document that illustrates who we are as a congregation; presenting historical events and other salient information.

The MVP team is also preparing a congregational mission statement.

Bylaws

Dan covered the bylaws very thoroughly. He requested that every council member closely review their job descriptions as they are detailed in the bylaws. Dan also presented a tentative review schedule that allows for

presentation of the information to the congregation, review of the material, and adequate time for revision, and then more review.

Treasurer

Mark, Don, and Lyle presented a proposed 2008 budget. There was a lively discussion as we went through expense items and giving potential for 2008. Curtis mentioned that the numbers listed for envelope offering might be optimistic. He will do some research and present additional information to Mark and Don in the next couple of days.

Also discussed was the fact that deficit remains in this budget. A preliminary discussion then ensued about amending the current continuing deficit budget resolution to increase the borrowing to reflect the 2008 budget and establish a repayment term of seven or eight years. The initial debt payment would be a part of the 2008 budget.

Property Committee

The leak in the wall between janitor's closet and women's bathroom in Sunday School wing was fixed. That leak was in a pipe that carries drain water from the flat roof over the hallway to an interior drain. The copper drain pipe was eaten away by the chemicals in the roof drain water—Gary showed the council the old pipe. This was a long term leakage problem and damaged the tile floor in the women's bathroom.

Reported that American Mold Inspection Company had completed an inspection on January 8, 2008. Results of the mold inspection will be emailed to those on the council mailing list.

Pastor's Report

Pastor A. reported that first communion instruction is underway. A new members class begins Sunday 1/13/08.

Bishop B. is scheduled to preach here on 2/3/08. He also plans to give the council transition information at a special meeting on either 1/30 or 1/31.

President's Report

The members of the 2008 nominating committee were suggested and will be contacted by Lyle to see if they are willing to serve on that committee. They will then be voted on at the annual meeting on Jan. 27. It was mentioned that there will be a larger number of council positions open this year. It was also decided to have the nominating committee add two additional committee people to Congregational Life. Congregational Life will therefore have one council representative plus two committee members selected by the nominating committee.

The Synod Assembly representatives this year will be Doris James, Norm Craig and Loren Warwick. These members need to be voted on at the Jan 27 meeting as well.

A potential slate of call committee nominees was discussed and the list will be finalized and voted on at the February 8 council meeting. This is a committee of council and does not require congregational vote.

Respectfully submitted,

David V.
Secretary

2/12/2008 Meeting Minutes

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Council President Lyle Snyder called the meeting to order at 7:06 PM.

Members present:

Lyle S. President

Lindsay A. Vice President

David V. Secretary

Mark S. Management

Dan T. Worship & Music

Don S. Treasurer

Curtis H. Stewardship

Lowell W. Christian Education

Gary S. Property

Stacy D. Youth Committee

Kathy F. Youth and Family Ministries

Rick M. Social Concerns

Diane S. Congregational Life

Greg S. Evangelism

Pastor Kathleen A.

Dan led devotions.

Old Business

The minutes from the last meeting were reviewed.

MVP Program

Jamie P. presented the congregational profile and a Mission statement. The council reviewed these documents and when we plan to use them. The call committee needs to take these materials, work with pastoral job description contained in the profile, and then send the congregational mission profile to the Bishop.

Bylaws

Dan presented the current iteration of the bylaws very thoroughly. We reviewed sections 12 and 13 in detail. The remainder are set for review at the March meeting.

Treasurer

Don reported a January 2008 deficit of \$4,400.

One of the budget items is the purchase of new computer system for the church office. The dilemma is that we currently do not have the cash to make the purchase. After some discussion, everyone agreed that waiting until our cash reserves are greater is prudent.

Don requested that we pass a resolution concerning the Pastoral housing allowances. The

reason for resolution is so that we can properly report these allowances to the IRS. Don proposed the resolution, Dan seconded it, and the resolution passed unanimously.

Stewardship Committee

Curtis reported that pledge letter to send to the congregation is in development.

Property Committee

Gary reported that ETC is requesting that we be ever more vigilant with physical maintenance of the building particularly with painting and carpet upkeep.

Our insurance company is requesting a five year roof certification no later than November 2009.

To do so we first need a roof inspection.

Pastor's Report

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Pastor A. reported that there is a small new members class. She also noted that the invitation to Tent City is gaining new attention.

Management Committee

Mark discussed the need for background checks requested by our insurance company. Currently, we conduct background checks on all volunteers. These background checks may not be as extensive as they should be. Mark and Lindsay are researching the situation.

Lyle said that he is familiar with a service that provides more comprehensive background checks and will work to get this as a part of our routine.

HR Committee

Lindsay reported recent performance evaluations for the five staff members.

Out of those discussions came a number of ideas and suggestions:

1. A possible planning round table to coordinate committee events.
2. Each committee needs to prepare a collection of events and other materials to pass along to their successors.
3. There is a need to define "member" and "nonmember" as well as "active" and "inactive".

This definition is most helpful for mailing lists.

Lindsay also noted that there are lots of questions from the congregation about the call process.

Congregational Life Committee (from the January meeting)

We discussed various ways that the Congregational Life workload could be distributed -- among multiple committees, or by creating a CL Chair with two elected Vice Chairs -- to address the excessive workload of supporting Sunday services, Wednesday Soup/Supper services (Lent and Advent), congregational meetings, as well as numerous labor-intensive special events throughout the year. This new CL structure, once approved by council, will be reflected in the new Bylaws currently in development.

President's Report

Lyle reported a liability issue. Recently, we were sued because of an incident during the 2005 Vacation Bible School session. A child was hurt during the session. Our insurance company is defending us and feels that we did everything properly and that we have a strong case.

Recently we received a letter from Wartburg Seminary suggesting that the endowment fund contribution is an annual event. Lyle responded that the committee considers the situation each year and makes its recommendation(s).

Lyle requested that each council member, whose term expires this year, make a recommendation to the nominating committee of someone to replace them for the next term.

Dan presented changes to the bylaws from last month's review. We reviewed them in detail. They are now set for review by the congregation.

Treasurer

Don reported that we took in \$10,000 since 03/01/08. We are only down \$3,000 from what is projected in the budget.

Pastor F requested that his 2007 housing allowance be adjusted to \$38,000 for tax purposes. This requires an amended W2 for Pastor F. After some discussion there was a motion that Pastor F's housing allowance be adjusted to \$38,000. Pastor Paul indicates that he has the documentation to support this adjustment, so that we can be comfortable preparing the amended W2. The resolution was seconded and approved.

The current Certificate of Deposit matures 04/30/08.

Worship and Music Committee

Attendance at the 8 AM service is low and declining. One consideration is to eliminate this service and have a single Sunday worship service.

A hymn sing is tentatively scheduled for June 2008.

Property Committee

Gary mentioned that the City of Mercer Island is adding new signals and sidewalks to the intersection of 40th and 86th. The city does not plan to allow left turns from our parking lot onto 40th. Parking will not be affected except for the on street parking at the bus stop. That is going away.

Trenches are necessary for proper lighting installation. Lyle wanted to confirm that we wanted to spend the money to complete the project. The consensus was to move forward and complete the project.

Gary reported that the refinishing of the Pastor's office is nearly complete. The cost so far is \$1,600.

Stewardship Committee

Curtis is looking for volunteers to give Temple Talks to the congregation regarding the pledge drive. Lindsay and Chuck volunteered.

Management Committee

Pastor F took an interim Pastor position at St Luke's in Bellevue. Apparently there are no benefits, so HTLC will continue to pay benefits according to his severance agreement.

There was a motion to allocate 1/3 of Paul's severance package as interim housing allowance. The resolution was seconded and approved.

President's Report

Lyle presented an update on the liability issue.

Lyle requested that the [out-going] council members need to tell the Nominating committee of potential replacements.

The Call committee is now official and the members will be announced to the congregation.

The meeting adjourned at 10:30 PM.

Respectfully submitted,

David Versdahl

Secretary

4/8/2008 Meeting minutes

Council President Lyle Snyder called the meeting to order at 7:12 PM.

Members present:

Lyle S	President
David V	Secretary
Mark S	Management
Don S	Treasurer
Curtis H	Stewardship
Gary S	Property
Kathy F	Youth and Family Ministries
Rick M	Social Concerns
Diane S	Congregational Life
Greg S	Evangelism
Pastor Kathleen A	

Not present:

Stacy D	Youth Committee
Lindsay A	Vice President
Dan T	Worship & Music
Lowell W	Christian Education

Greg led devotions.

Old Business

The minutes from the last meeting were reviewed and approved.

Pastor's Report

Pastor A read a letter from the Synod challenging the congregation to an amount equal to 7% of undesignated giving to go toward mission support. The council agreed to keep the dollar amount (\$30,000) as the 2008 budget.

Bylaws

Lyle presented the final version of the bylaws. This is the edition for the congregation to vote on at the congregational meeting on May 18, 2008. The council voted to recommend these bylaws to the congregation for adoption.

Call Committee

The Call committee plans a report to the congregation on April 20, 2008. Part of their presentation is to give the time line to everyone so they have an idea of what to expect in the next few months.

Treasurer

Don reported that year-to-date giving is \$13,000 to \$14,000 below projections. Our current cash reserves also lower than what we expected to be at this point. Lyle will review all the expenses we incur to see if there are

any items that are unnecessary. Don reported from the last meeting that the amount approved for Pastor Anderson's housing allowance is \$1,060 monthly or \$12,720 annually if the is with us the entire year.

Property Committee

The city of Mercer Island is working on right-of-way issues for the 40th and 86th intersection. It seems that we need to move some landscaping as a result of the construction. Overall, there is little impact to the Church property.

Lyle said that he plans to do some work on the outside lighting.

The meeting adjourned at 8:45 PM.

Respectfully submitted, David V Secretary

5/13/2008 Meeting Minutes

Council President Lyle Snyder called the meeting to order at 7:12 PM.

Members present:

- Lyle S President
- David V Secretary
- Mark S Management
- Don S Treasurer
- Curtis H Stewardship
- Gary S Property
- Kathy F Youth and Family Ministries
- Diane S Congregational Life
- Greg S Evangelism
- Stacy D Youth Committee
- Lindsay A Vice President
- Dan T Worship & Music
- Lowell W Christian Education

Also present Leslie B

Not present

Pastor Kathleen A

Rick M Social Concerns

Lyle led devotions.

Old Business

The minutes from the last meeting were reviewed and approved as amended.

Tent City

Lindsay reported that the Methodist church arranged to host Tent City 4 beginning in August (around the 4th). Lindsay will host an informational session for the congregation on June 8, 2008.

Treasurer

Don reported that he placed \$130,000 in a 9 month Certificate of Deposit, \$30,000 in a Money Market account and \$36,000 in the checking account. The \$12,000 bridge loan for the computer system is repaid.

Year-to-date giving is \$13,000-14,000 below the amount forecast at the beginning of the year.

The computer system installation costs are over budget because of installation issues.

Property Committee

Lyle reported that the intersection work related to moving the utility poles happens during Baccalaureate week. Expect access to the upper parking lot to be restricted because of the construction work. The city plans to install new landscaping, sidewalks, a lighted intersection, moving the power poles, move the fire hydrant to the other side of the street, and repave the entrance to our parking lot. Lyle also reported that the city advised him that they will pay us \$6,914 for the easement. There was a motion, with a second, to accept the City's request for an easement. The motion passed.

Dan made a motion, with a second from Stacy, to place the money in the Maintenance fund. The motion passed.

Property Committee Amendment

From Lyle S, Council President

At our last Council meeting we voted to accept the City of Mercer Island's easement agreement. The three of us representing HTLC at all the meetings were all under the impression that the Executive Offer Summary of \$6900 was in **addition** to the improvements the City was going to provide to our parking lot and drainage system. I am sorry to inform you that the City does not plan to pay any cash, they will provide all of the improvements."

I immediately informed the City not to record any documents until HTLC has a vote to accept our current understanding. The documents are being held pending our action."

"Even though this is a disappointment (and I personally feel a modification to the City's original position) I am still recommending approval of the documents granting the easement. I have been assured by the City that all the other requested easements have been granted and that no property owners have received any compensation other than the city improvements."':

All the council members responded by email and approved HTLC granting this easement.

Worship and Music

Dan reported the highlights of the worship & music survey recently sent to the congregation. There was a lot of input with strong support to continue the Fresh Worship service.

The Bylaws

Dan & Lindsay made a motion to add the continuing resolutions to the bylaws. The motion was seconded and approved.

Christian Education

Kathy F reported a very successful MS walk. There were 85 people and they received \$8,310 in pledges. They plan to do this again next year.

The Youth committee raised \$5,400 for the New Orleans trip. There are 18 people attending and the final cost for each attendee is \$615.

Diane reported that there is a continental breakfast planned for the congregational meeting.

President's Report

Lyle noted that Kirsten prepared notebooks for all council members.

There is a plan for a workshop for all new and continuing council members. The tentative date is May 27 at 7 PM.

The proposed final draft of the congregational profile developed by the Call committee will be presented at the Congregational meeting.

Lyle reported that he has received comments from members suggesting that we find someone to continue the maintenance and organization of the library. The matter was referred to the Christian Education committee.

The meeting adjourned at 8:45 PM.

Respectfully submitted, David Versdahl, Secretary

7/8/08 Council Meeting Minutes

President Lindsay A. called the meeting to order at 7:04 p.m.

Members present:

Lindsay A.	President
Dan T	Vice President
John D	Secretary
Chuck P	Treasurer
Mark S	Management
Leslie B	Stewardship
Gary S	Property
Laurie S	Youth
Althea E	Congregational Life
Greg S	Evangelism
James P	Worship & Music
Lowell W	Christian Education
Rick M	Social Concerns
Lyle S	Ex Officio, Past President

Also present: Pastor Kathleen A Kathy F, Dir. Youth & Family Ministry

Devotions were led by Lindsay A.

Pastor's Report:

Pastor A noted that we celebrated two baptisms this month, Logan Lighthall and Lexie Ann Drango. Kathleen also reported that the church has been contacted by Wartburg Theol. Seminary regarding an estimate for our financial support of Kelsey S. Lyle reported that the Endowment Committee has not yet decided on support, but will finalize soon. Chuck P reports that there may be funds applicable to scholarships in reserve accounts, he will check. Pastor A will contact the Endowment Committee regarding their decision.

Committee Updates:

Property

Gary reports that fixing the floor in the women's bathroom, while inconvenient, is not technically difficult. Lyle asked for the following motion:

“Lyle S is authorized to hire labor to assist with construction of support beams under the floor of the ladies' rest room. Furthermore, the church will assume liability for the construction / repair program”.

The motion passed without dissent.

Gary reported that the kitchen floor of the Montessori house needs new vinyl. He will obtain a cost estimate for replacement of the existing flooring. Chuck feels that there may be some funds applicable to this task in reserve accounts. He will check.

Stewardship

Leslie presented her plan for better collaboration with other socially oriented activities at HTLC (i.e., Evangelism, Social Concerns, Worship and Music, etc.) so that Stewardship would be “more than just money, but how we conduct ourselves as a congregation”. The associated committee heads were in agreement with her plan which will begin immediately.

Treasurer

Chuck reviewed the budget through June. While we are down a bit at this time (\$3800) Chuck feels that current giving trends have to improve for us to end the year on budget.

Worship and Music

The W&M report was presented by Chuck P. W&M will sponsor a hymn sing following the regular service on July 27th. They are also working with David L regarding special music for the planned Fall Festival on October 18.

Youth

Laurie reported on our successful mission trip to New Orleans. Our crew gutted one house of damaged interior wall and put up dry wall in another. They had some fun (swamp tour, emergency room) and came home enthusiastic for a repeat trip next year(?).

Kathy Fisher says the Vacation Bible School registration is moving right along. We have more neighborhood children than HTLC children, but that is reported to be the usual student distribution.

We will be having “movie nights” Wednesday evenings in August.

Congregational Life

Althea is moving ahead with plans for the year. We will be having a Fall Festival on October 18th. She is considering December 8th for our Christmas Dinner. Ideas were circulated to combine the Christmas dinner with another event, perhaps a silent auction. The details are in the works.

Management

Mark presented the plan for future Mgmt. Committee activities.

The meeting adjourned at 9:04 p.m.

Respectfully submitted, John D, Secretary

Members present:

Lindsay A.	President
Dan T.	Vice President
John D.	Secretary
Chuck P.	Treasure
Mark S.	Management
Leslie B.	Stewardship
Gary S.	Property
Laurie S.	Youth
Althea E.	Congregational Life
Greg S.	Evangelism
James P.	Worship & Music
Lowell W.	Christian Education
Rick M.	Social Concerns
Lyle S.	Ex Officio, Past President

Also present Pastor Kathleen
 Kathy F.

President Lindsay A. called the meeting to order at 7:04 p.m.

Devotions were led by Gary S.

Approval of Minutes

The minutes of the July 8, 2008 council meeting were approved as written.

Pastor's Report:

Pastor A. reported on the wedding of our own Brittney K. and noted an upcoming wedding on 08/16 and a baptism scheduled for 8/24. She also presented the status of ongoing events concerning Tent City 4.

The Church Council of Greater Seattle has asked to use our facility for a meeting of the Interfaith Taskforce on Homelessness on Saturday, October 11. Following some discussion, a motion was made to allow the ITFH to use our facility upon agreeing to our provisions on an indemnification form, and posting a deposit which will be refunded to the ITFH after two business days. The motion carried without dissent.

As Annika K. will be leaving for boarding school prior to scheduled confirmation, she will be confirmed ahead of her class on Sunday, August 17.

Committee Updates:

Property

Gary reported that, thanks to Lyle and his son Ian, the floor of the ladies' room has been properly shored up. Gary will assess scope of further refinements to the facility.

Gary also reported that the floor of the rental house is in need of new vinyl. A motion was made that Gary and Lyle negotiate floor replacement costs. The motion passed unopposed.

Stewardship

Sitting in for Leslie B., Luanne Arias reported that Stewardship meetings are continuing through the summer. Their goal is to continue to expand the concept of stewardship beyond just financial support. Opportunities for a broader concept of support will be promulgated through the church bulletin.

Finance & Management

Our finances continue to be an area of concern. If the present trend continues, we may have to go before the congregation to modify our previous borrowing resolution.

Mark asked that council members submit their budget requests by September. Depending upon the status of the call process, a budget may be possible by November.

Dan T. urged that we begin to consider staff requirements, compensation regarding fairness, market standards etc.

Youth and Family

Laurie inquired as to the financial pros and cons of maintaining access to the Auction Program (\$250/yr), which provides updates and technical help on-line, or renting it only when required.

Kathy announced that we have a new Sunday School program this year, and that the confirmation students will work from a "Living Faith" Journal / notebook each year for three years. Family support and involvement are included in the program.

Congregational Life

Althea unveiled plans for a "Housekeeping Day" at Holy Trinity. The purpose is to thoroughly clean and tidy up our church. It will be a one day event, 5 to 6 hours on a Saturday to be chosen. Kathy noted that she has scheduled a similar event for our youth on August 26.

The Call Process

Lyle reported that candidate interviews continue, but out of necessity, had to defer specifics.

The meeting adjourned at 9:10 p.m.

Respectfully submitted, John D., Secretary

9/9/2008 Meeting Minutes

Members present:

Lindsay A	President
Dan T	Vice President
Chuck P	Treasure
Mark S	Management
Leslie B	Stewardship
Gary S	Property
Laurie S	Youth
Althea E	Congregational Life
Greg S	Evangelism
James P	Worship & Music
Lowell W	Christian Education

Lyle S Ex Officio, Past President

Also present: Pastor Kathleen Anderson
 Kathy Fisher, Dir. Youth and Family Ministries

Absent: John D, Rick M

President Lindsay A called the meeting to order at 7:05.

Devotions were led by Althea E.

Approval of Minutes

The minutes of the 08/12/08 council meeting were approved as written.

Pastor's Report:

Pastor A reported on the upcoming plans for the ninth grade confirmation class. The first confirmation meeting has taken place and the group is off to a good start. The class will be working in a small group gathering which is a new way of going through the confirmation process and it is known as confirmation ministry. The class will participate in a retreat on Bainbridge.

Elsie B's service took place at Covenant Shores and was very nice and HTLC was well represented. Pastor A will be attending continuing education and will be gone the week of the 22nd.

Committee Updates:

Property

Gary distributed a cost sheet that represented the options for fixing the bathrooms. The council agreed that the women's bathroom needs to get functional. The Pastor's new office is finished. Window treatments have been installed and comments were made by individual council members that the office looks really nice. Discussion ensued about the rental home regarding the vinyl floor. After much discussion it was decided that the tenant will do the work and HTLC will not incur any expense. The tenant will also begin paying rent at \$100 more beginning September.

Stewardship

The committee has signed up to prepare and serve dinner for Tent City on Monday September 29th. The committee invites anyone or any committee to join them in their effort to prepare this meal for the people of Tent City. The 'Journey through Stewardship' effort continues and the first Temple Talks are planned to take place on Sunday, October 19th. The next Stewardship meeting will take place on Wednesday the 17th at 7:15 PM - all are welcome to participate as we continue to discuss and plan the broader vision of stewardship and how it is visible in many ways at HTLC.

Finance & Management

A congregational meeting will take place following the 8:00 service on September 29th. Lindsay will get something in the mail to the parishioners in the next week.

Mark asked that council members submit their budget requests ASAP.

Congregational Life

Althea reported that "Housekeeping Day" was a great success and was well attended. Another day will be put on the calendar to tackle the sanctuary. This date is set for Saturday, September 27th. More will be in the Sunday Bulletin. A Fall Festival is being planned for Saturday, October 18th. This evening will bring together

family for an evening of dinner and entertainment. Chuck and Leslie agreed to work with Althea and her committee.

The Call Process

Lyle and Chuck reported that one candidate remains as the sole prospective candidate. A gathering of council members will take place in the coming weeks to allow the candidate to get to know some of the members of HTLC.

The meeting adjourned at 9:25 PM.

Respectfully submitted, Leslie B for John D, Secretary

lesliebyrnes@msn.com

10/14/2008 Meeting Minutes

Members present:

Lindsay A	President
Dan T	Vice President
Chuck P	Treasurer
John D	Secretary
Leslie B	Stewardship
Gary S	Property
Laurie S	Youth
Althea E	Congregational Life
Greg S	Evangelism
James P	Worship & Music
Rick M	Social Concerns
Lyle S	Ex Officio, Past President

Also present: Pastor Kathleen A
Kathy F , Dir. Youth and Family Ministries

Absent: Lowell W , Mark S

President Lindsay A called the meeting to order at 7:05 p.m.

Devotions were led by Greg Schroedl.

Approval of Minutes

The minutes of the September council meeting were approved as written.

Pastor's Report:

Pastor A reported that we had a good Rally Sunday with confirmation parent/student meeting. The all-day confirmation retreat on September 14 on Bainbridge Island was a success with both adults and students. Thursday morning Bible study is in full swing. She attended an Alban Institute continuing education workshop last Monday thru Wednesday at Palisades. Had a great afternoon confirmation workshop with ninth grade confirmands on 4 October. Many folks brought their animals for a blessing on October 5. Saturday's Interfaith event was a success. There will be a baptism thls coming Sunday, October 19, for the Champion family. October 24 and 25 will bring the meeting of Congregational Leadership Northwest; they would welcome a team of seven from HTLC to attend; geared toward leaders of small congregations; they will be serving three meals here and would like a team of three or four people to help out.

Committee Updates:

Property

Gary reported that the persons who stole from HTLC likely gained entry through breaking a skylight. We also have been having trouble with false fire alarms (3 last month). The alarm company was notified, they came and fixed the problem.

Our outside lights have been fixed, the confirmation room painted by volunteers, and the pastor's office has been painted, thanks to Thrivent for bearing some of the cost.

There was some discussion to clarify the responsibility for locking the church after services.

Council representatives discussed various options to improve our cleaning service. The subject will be considered further after gathering more information.

Stewardship

Leslie presented a thorough update of stewardship activities and plans formulated by her committee. While much of the presentation was necessarily concerned with pledge cultivation for the coming year (See copy of Leslie's notes attached to HTLC office copy) emphasis was also given to discussing the development and implementation of CARE GROUPS.

Finance & Management

Chuck P reported that our expenses are under control and went on to present an analysis of our budget. The council engaged in a lengthy and detailed discussion of our finances, and how to address them. Several approaches were discussed. The meeting adjourned with a commitment to meet again one week later to discuss details in light of further analysis.

Congregational Life

Althea reported that the Fall Festival preparations were under control. There was some discussion regarding making the Christmas Festival Dinner a family program instead of 'adults only'. After some discussion the 'adults only' format was maintained. The date was set for Saturday, December 13.

Worship and Music

Jamie was happy to report that the Sanctus choir was going strong, but could use a few more members, and that the Sunday School choir (incorporating all previous children's choirs) was warmly received by parents and students.

The usher volunteer list is filling up nicely.

There will be soup suppers again this year on all of the (3) Wednesdays of Advent. A Vesper Service will follow the soup supper.

Youth and Family Ministries

Laurie noted that, while we have 12 children and 3 adults signed on for the National Youth Gathering (July 2009), the adult trip to New Orleans (planned for Feb. 2009) had to be cancelled. Fundraising for the National Youth Gathering trip will begin in November.

The Angel Tree will be limited to two gifts per recipient this year, plus scarves from our knitters.

Christian Ed.

Kathy F presented the activities for this month which include the ever popular "Trunk or Treat" on the 29th, and a "Trunk Show" of third world handicrafts for sale at the church on the 1st Sunday in November. Thrivent provided \$500 in support of our Tent City meals.

Update on ETC

Lindsay A has been working with ETC regarding their desire to replace, at their expense, two large tables in four Sunday School rooms with three smaller (but equal total surface area) tables. This was agreed to as there is no impact to our Sunday School. ETC will also furnish a small waiting area in the hall.

Nomination of HR Committee

Dan T made a motion that the nominees for our Human Resources Committee, Lisa K for 2 years and John L for 1 year, be accepted. Jamie Park seconded. There was no discussion and the subsequent vote passed without dissent.

Endowment Committee

Following a discussion regarding disbursements from the endowment committee, Lyle volunteered to confer with its members and report at our next meeting.

The Call Process

It was agreed that HTLC would provide two opportunities for our congregation to meet our potential new pastor and his wife, Erik and Kristen W W.

The meeting adjourned at 9:15 p.m.

Respectfully submitted, John D, Secretary, Jnbdonal6206@comcast.net

11/11/2008 Minutes

Members present:

Lindsay A	President
Dan T	Vice President
Chuck P	Treasurer
Mark S	Management
John D	Secretary
Luanne A*	Stewardship
(*for Leslie B)	
Laurie S	Youth
Althea E	Congregational Life
Greg S	Evangelism
James Park	Worship & Music
Rick Mork	Social Concerns
Lyle Snyder	Ex Officio, Past President

Staff	Pastor Kathleen A, Pastor
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Kathy F, Dir. of Youth &
Family Min.

Lowell

Christ. Ed.

Absent: Gary S, Leslie B

President Lindsay A called the meeting to order at 7:05 p.m.

Devotions were led by Rick M.

Approval of Minutes

The minutes of 10/14/08 council meeting were approved as written.

Pastor's Report:

Pastor A announced that the Mercer Island Thanksgiving Eve Service would be held at Emanuel Episcopal Church on the 26th. Also, she will be holding a "Blue Christmas" service for those who have suffered a loss this past year, a loss that may be especially heavy to bear this Christmas season. The service will be held in the chapel on Dec. 21st at 5 PM.

A discussion ensued regarding locking of the church following services and the (personnel) related issue of staffing the nursery during services. Substantive discussion was tabled until next meeting to provide time for Christian Education leaders to address the issue.

Committee Updates

Worship & Music

Jamie P announced that the ever popular children's Christmas pageant would be held on Dec. 14th during the 10:15 service.

Stewardship

The stewardship report was presented by Luanne A for Leslie B. Their committee is to have a meeting on 20 Nov. to formulate 2009 campaign plans with a "kick off" during Advent of this year. After the initial informative letters are mailed, initial follow-up will be "Temple Talks" during the Sunday services.

Greg S (Evangelism) suggested consideration of establishing social and support groups among church members based upon geographic area.

Chuck P reported on the status of our 2009 pledges. Letters of appreciation will be sent to those who have helped the budgeting process by making a pledge for the coming year. A council member mentioned that even a small sum can be a sacrifice for some of our members. The council affirmed that ANY support, financial or otherwise, is equally appreciated.

Finance & Management

The council engaged in a thorough discussion regarding the possible call of Rev. W W. A final draft of the proposal was provided to all members for discussion. (See copy attached to office copy of minutes.)

The council then took under consideration, at some length, the Financial management Committee review.

Primary subjects, based upon actual and projected budget figures, included several possible alternative budgets with attendant service and staff implications. Several church members have come forward to do tasks that were formerly contracted out. These actions by volunteers would result in significant savings.

Congregational Life

Plans for our first completely in-house Christmas Dinner on Dec. 13th are well under way. Althea E has made arrangements for the festive decorations, cooking, serving and clean-up.

The Call Process

Plans for the congregational meeting were discussed at some length. After considering several alternatives, the plans were left as initially proposed. (Copy attached to office copy of minutes)

The meeting adjourned at 9:25 p.m.

Respectfully submitted,

John Donaldson

Secretary

jnbdonal6206@comcast.net

12/9/2008 Minutes

Members present:

Lindsay A	President
Dan T	Vice President
Chuck P	Treasurer
Mark S	Management
John D	Secretary
Leslie B	Stewardship
Gary S	Property
Laurie S	Youth
Althea E	Congregational Life
Lowell W	Christian Ed.
James Park	Worship & Music
Rick M	Social Concerns
Lyle S	Ex Officio, Past President
Staff	Pastor Kathleen A Kathy F, Dir. Youth & Family Min.

Absent: Greg S, Evangelism

President Lindsay A called the meeting to order at 7 p.m.

Devotions were led by Rick M.

Approval of Minutes

The minutes for the 11/11/08 council meeting were approved with minor corrections.

Pastors' Report:

Pastor A reported that we have welcomed three new members. She announced that Norm C needs a few good men to help with the Christmas tree set-up in the sanctuary. In addition, the children's program will BE the 10:15 a.m. service on December 14th. The "Blue Christmas" service will be held on the 21st at 5 p.m. Pastor W updated her activities regarding visitations to home-bound members.

New Business

Dan T lead a discussion of the circumstances surrounding Pastor Kathleen Anderson's resignation as interim pastor.

The discussion began by confirming a common understanding of what had happened. After Pastor W W withdrew himself from consideration for call, Lindsay A, Congregation President, called Bishop Boerger to seek counsel regarding our congregation's options for interim pastoral coverage going forward. Lindsay shared with the Bishop concerns that had been raised by members, and asked for guidance as to what options our council might consider. Separately and without the involvement of council, other members also shared concerns directly with the Bishop. The Bishop then spoke with Pastor Kathleen, told her that congregation leadership wanted her to leave, and asked her to resign. Pastor Kathleen agreed to leave, but felt that she had not resigned, but rather had been removed by the Bishop at the request of congregation leadership. (The authority to remove an interim pastor is with the Bishop, not the congregation.) The Bishop then called Lindsay and told him that Pastor Kathleen had resigned. Shortly thereafter, Pastor Kathleen sent a letter to the congregation stating that she had been removed at the request of congregation leadership, after which the council sent a letter explaining that congregation leadership had not requested Pastor Kathleen's removal.

After agreeing about the history, the council and Pastor Kathleen discussed what lessons could be learned. The main conclusions were:

- Concerns about a pastor (or any other participant in our ministry) should be addressed directly with the person whenever possible.
- Having an active Mutual Ministry Committee is very important. While we had added a Mutual Ministry Committee structure to our constitution and bylaws, we had not yet filled and activated the committee. The committee might have acted as a forum to address concerns, clarify communications and avoid misunderstandings if it had been active during this period.
- We need to educate our members about the Mutual Ministry Committee and its role in addressing concerns that arise within our ministries. Member concerns about a pastor or other participant in our ministry should be addressed to the Mutual Ministry Committee rather than to the Bishop.
- Our constitution calls for congregation leadership to consult with the Bishop when concerns about a pastor arise. Nonetheless, we will generally be better served by addressing concerns within our own congregation, using the Mutual Ministry Committee, whenever possible.
- The council should consider formalizing a requirement that the pastor and congregation leadership consult with each other before sending any general communication to the membership related to the status of a pastor.

Lindsay and Pastor Kathleen then reported that the Mutual Ministry Committee has now been formed. Its members are:

Mary C (Pastor-appointed, term ends 6/30/2010)

Dean P (President-appointed, term ends 6/30/2010)

Dian S (jointly appointed, term ends 6/30/2009)

The committee's role is to support the ministry of our congregation, which is a mutual or shared responsibility of the pastor, the staff and the congregation. Refer to our constitution, C13.04.02 which states in part: "The Mutual Ministry Committee's role is to support and facilitate this total ministry of the congregation through a process of listening, sharing of information, clarifying roles and issues, providing counsel, support and

encouragement, seeking mutually agreed resolution of disputes and differences, and providing constructive criticism (when appropriate) to the pastor(s), staff and congregation.”

The annual meeting of the congregation will be on Jan. 25th, 2009.

Each committee chair person is requested to provide a short report for the annual meeting.

Names for potential members of the nominating committee are requested by the next council meeting.

Next Steps for the Interim Period

There was a discussion, without resolution, regarding whether to proceed with lay ministers or ordained ministers. Pastor W volunteered to “Chaplain” the congregation during the interim period but feels that her calling is other than pastor of a congregation.

Committee Updates

Worship & Music

Jamie P had a question regarding the number of services that we would have on Dec. 28th. It was agreed that we would have a single service at 10:15 a.m.

Congregational Life

Althea outlined the progress for our Christmas Dinner. She also assembled a team of ladies who thoroughly scrubbed and sanitized the church kitchen.

Stewardship

Leslie B suggested that we delay mailing the stewardship letters until late in December.

Property

Gary reported that previously reported lighting problems have been corrected, as have refrigerator temperature changes. He had the skylight fixed that was broken in the previous theft break-in. He stressed the need for volunteers to lock the church after church functions. The possible use of the HTLC lower parking lot, during weekdays, has been requested by the Peak Project construction crew. Gary and Chuck will get further information before a decision will be made.

Finance & Management

Chuck reports that there was no need to borrow from the reserves in November, primarily because it was a five Sunday month. Our reserves are down to 63 K. He feels that, based on projections, we will finish the year with reserves in the neighborhood of 60 K.

An additional motion was made to ratify the 10 “Budget decisions to ratify and execute” of page 7 of the 2009 HTLC budget prepared for council discussion purposes-draft on split year basis. (See office copy) Following some discussion and clarification, the motion was approved with the exception noted below.

A motion was made to continue our ad in the Mercer Island Reporter. The motion carried without dissent. It was suggested that we provide the MI Reporter with news items which are carried in the paper without cost to HTLC.

The meeting adjourned at 9:40 p.m.

Respectfully submitted, John D, Secretary