

Trust Fund Committee Special Meeting -Feb. 1, 1995

1. A special meeting was call by Jan Anderson and Jim Sauber.

2. The meeting was called to order at 6:45p.m. by acting chairperson, Jim Sauber, Larry wood, Steve Woodrick, and Jan Anderson. Laura Gilmore and Gerry Benson were also attending as non committee members.

3. A discussion was held on the verbal resignation of Larry Schlawin. Jan moved to accept Larry's resignation with regrets but understood his circumstances. Jim seconded. Motion passed.

5. Jim opened the floor for nomination to replace Larry Schlawin. Gerry Benson nominated Laura Gilmore. No other names were brought up for nomination. Steve moved we close nominations. Jan seconded. Motion passed.

A discussion was held on the nominee. Gerry told us she has many years of experience. She has been the treasurer and chairperson. She has knowledge of the committee that would be beneficial.

Larry Wood moved that we accept Laura Gilmore as a member of the Trust Fund Committee. Jim Sauber seconded. Motion passed.

Jan moved for adjournment. Steve seconded. Motion passed. Adjournment was at 7:18 p. m.

Respectfully submitted,

Larry R. Wood

Salem Lutheran Trust Fund Committee
Quarterly Meeting
February 14, 1995

1. Meeting was called to order at 7:06 P.M. by chair person, Laura Gilmore. Laura Gilmore, Janice Anderson, Jim Sauber & Larry Wood were attending. Pastor Ryden & Steve Woodrick were absent. Guests- Mrs. Oerlert & Gerry Benson were also attending.
2. Mrs. Oerlert stated she would like to initiate a memorial fund project stained glass windows to be placed in the sanctuary. She stated she knew of a professional who could do the work & advise Salem members as to the best ways to accomplish this. She also stated she knows of a church with the same design as Salem which has done this as money was donated & one window at a time. We advised her that we can take this into consideration however, a project such as this has to be approved by the church council. Larry Wood stated that he would take this to the church council on February 21, 1995. Laura stated she would draft a letter for Larry to take to the council.
3. Review Agenda Larry Wood moved we accept minutes as shown on chalkboard. Seconded by Jim Sauber. Motion Passed.
4. Tres. Report
 - a) stands as of 12/31/94
 - b) Jim read two letters.
 1. The first was addressed to Pastor Gary from Robert Wildenradt stating our church is in great need of repair in certain areas.
A decision to give later back to Pastor Gary & have him tell the appropriate committee we do have some money that could be used for such projects.
 2. The second letter was from Northern IL. Synod Evangelical Lutheran Church in America. The purpose of this letter was unclear, so no action was taken.
 - c) Jim stated he was asked about a stand for T.V. - V.C.R. that was purchased by Sue Ryden & Leroy Anderson fund. Laura said she would ask if Pastor Ryden if the money for it could come from the remaining money in the Sue & Margaret Ryden fund.
 - d) Jim stated that the computer printer came from the to be designated fund.
 - e) Jim asked if the \$2 in the Music Room Cabinet fund could be moved to another fund. A discussion was held and a decision was made to place it in the Clavinova fund.

Jon moved to accept Tres. report seconded by Larry. Motion passed.
5. A discussion was held as to who each officer was & what was expected of them.
Chairperson- Laura Gilmore

Vice-Chair-Janice Anderson
Tres. - Jim Sauber
Publicity-Larry Wood
Sec.-Steve Woodrick

Larry Wood was instructed to place names & numbers in Town & County.

6. A discussion was held about making a form to insure that all moneys received are accounted for. This form will help us as well as the church sec. keep track of donations. This problem came to our attention after the church office was robbed. Laura & Jon will make up this form and have it ready by our next meeting.

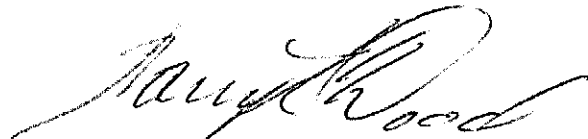
7. Laura instructed us all to look over the constitution and by laws so we can make any changes or updates at our next meeting.

8. Undesignated memorials were discussed. Larry is to contact the families of Elizabeth Beck, Roda Johnson, and Marice Swedberg. Laura is to contact the families of Lillian Burke and Sue Ryden. Jan is to contact the families of Olga Reinmiller and Lloyd Thaves.

9. Next meeting May 9, 1995 at 7:00 p.m. in the Library. Devotions will be given by Larry Wood.

10. Motions was made to adjourn by Jim Sauber. Janice Anderson seconded. Motion passed. Meeting adjourned at 9:25 p.m.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Larry Wood".

Larry Wood
Acting Secretary

LARRY
WOOD

SALEM LUTHERAN TRUST FUND COMMITTEE
QUARTERLY MEETING
MAY 9, 1995

Meeting was called to order at 7:00PM. Present were Laura Gilmore, Larry Wood, and Janice Anderson. Jim Sauber and Steve Woodrick arrived at 7:17PM. Guest Gerry Benson also attended.

Larry Wood provided the opening prayer.

Larry Wood moved to approve the agenda; seconded by Janice Anderson. Motion carried.

Janice Anderson moved to accept the 2-14-95 minutes; seconded by Laura Gilmore. Motion carried.

Discussion was held regarding how the trust fund should acknowledge gifts not donated thru the trust fund committee. Laura Gilmore will follow-up with SLC to determine their system of acknowledging gifts given directly to the church. These gifts should be included in the memorial book.

SLC support committee notified the trust fund indicating they are continuing to explore the possibility of stained glass windows. Laura Gilmore will follow-up with Doug Fellabaum and Dorothy Dehlert.

There was discussion regarding acknowledging a gift with a plaque. The specific section could not be identified in the constitution, and members were asked to review the constitution in an attempt to locate the section for future reference. If this item cannot be found, the trust fund should consider adding it to their adopted policies.

The Treasurer's Quarterly Financial Statement was submitted by Jim Sauber. Balance sheet of 3-31-95 was reviewed. Discussed purchase of a \$10,000.00 CD thru NB&T of Sycamore. Janice Anderson moved to approve the report; Larry Wood seconded. Motion carried.

Depositing and acknowledgment systems were reviewed. A back-up system for depositing incoming memorials and acknowledging said memorials was discussed. It was decided that the trust fund Publicity Director will act in this capacity when necessary as indicated by the vice-chairperson. Also, the trust fund treasurer was given a minimum of "two deposits per month" expectation to monitor continued attention to incoming memorial monies.

Incoming Memorial Monies form was reviewed and accepted as is.

Larry Wood moved to use the remaining balance of the Sue Ryden Memorial and funds from "where needs greatest" account to

purchase TV/VCR cart. Jim Sauber seconded. Motion carried. Doug Fellabaum will be notified that funds are available to purchase a cart to match the first cart he purchased.

Constitution by-laws and policies adopted from February 1993 to the present were reviewed. The updated by-laws and policies will be given to Gary Hanson to develop working packets for our notebooks.

The most recent trust fund project form is from 1992. Laura Gilmore and Gary Hanson will update the form by deleting completed projects and adding current projects, and inserting the "Special Gifts Fund" language.

Status of the following "To Be Designated" memorial monies was reviewed:

Sue Ryden: TV/VCR cart

Rhoda Johnson: Sunday School Program - Sunday School Supt. to be notified.

Maurice Swedberg: Frame for old Salem Mural - Support Com. to be notified.

Olga Reinmiller, Graydon Peterson: Janice Anderson will contact families.

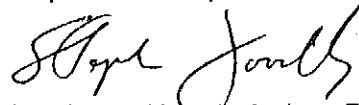
Evar Malen, Donald O'Brian: Larry Wood will contact families.

Laura Gilmore will contact Jim Sauber regarding disposition of undesignated gifts/memorials that remain under \$100.00 for two quarterly meetings.

Next meeting is Tuesday, August 8 at 7:00PM in the library. Devotion will be given by Jim Sauber.

Motion to adjourn made by Larry Wood; seconded by Janice Anderson. Motion carried. Meeting adjourned at 9:30PM.

Respectfully submitted,



Stephen Woodrick, Secretary
(reviewed by Laura Gilmore
prior to final publication)

SALEM LUTHERAN CHURCH TRUST FUND COMMITTEE
QUARTERLY MEETING
7:00PM THURSDAY, AUGUST 10, 1995

Meeting was called to order at 7:20PM by Laura Gilmore. Present were committee members Larry Wood, Janice Anderson, Jim Sauber, Steve Woodrick, and guests Doug Fellabaum, Bea Anderson, Mark Dehlert, Dorothy Dehlert, and Fran Nelson.

The Dehlert family made a stained glass window presentation to the committee. The idea is to have the 12 windows in the Sanctuary done with our own Salem Lutheran theme - a master plan with our input. The artist is of national reknown with a Chicago contact to do the mechanics and installation. Fees per window would be \$1200-2500 each, with an additional \$1500-2000 fee for the development of the master plan. Doug Fellabaum presented discussion through the Support Committee. It was decided that this project probably should come from the Trust Fund committee, as it is a memorial at this point, and our recommendation goes to the full council for action as to whether it is a "go" project, just as the banner project was done. If still a "go", then it should be presented to the full congregation.

Agenda was approved, with the addition of 8E, which is the discussion of the stained glass window presentation noted earlier. Larry Wood moved to approve the agenda and Janice Anderson seconded. Motion carried.

Minutes of 5-9-95 were approved without further discussion. Janice Anderson moved, Jim Sauber seconded the motion to approve. Motion carried.

Treasurer's report prepared by Jim Sauber was approved with no further discussion. Janice Anderson moved, and Larry Wood seconded the motion to approve. Motion carried.

Communications - Chris Welander had suggested that the furniture in the West Lobby be replaced, as well as the tables and chairs in the Fellowship Hall. Janice Anderson moved, and Steve Woodrick seconded the motion to table this consideration until our February 1996 meeting. Motion carried.

There was a request for new screens from the Support Committee for the choir room windows and the Associate Pastor's office windows. This money would come from the Property Improvements fund. Larry Wood moved to buy screens as necessary, up to \$250. Jim Sauber seconded. Motion carried.

A request was made for a Parish Records Book, with an approximate cost of \$200, and could this be added to the Special Projects list? Laura will follow up with Sue Hughes to get more information and make a presentation to the Trust Fund committee at a later date.

Updates: There was discussion of the SLC system of acknowledging gifts given directly to the church that do not come through the Trust Fund committee. Larry Wood asked that a "synopsis" be written of what the Trust Fund committee does, so that the congregation may be better informed.

Discussion of the newest SLC Trust Fund adopted policies took place - no plaques are allowed based on this ~~new~~ policy. (Pg 9 of 9^{TE} 8-13-91)

The Disposition of Undesignated Gifts/Memorials under \$100 are to be reviewed at each quarterly meeting. Those that have not been acted upon for two consecutive quarterly meetings are to be designated for the Clavinova fund - these would be the Burke, Doty, Kuusisto, Munter, Peterson, Shaw, and Tucker Memorials. Larry Wood moved, and Janice Anderson seconded the motion to so designate. Motion carried.

The status of "To Be Designated" Memorial monies was next reviewed:

- Olga Reinmiller - Janice Anderson to contact family
- Graychen Peterson - to Clavinova fund
- Evar Malen - to Perpetual Property fund
- Donald O'Brian - to Clavinova fund
- Warren Pearson - the family will be contacting Laura
- Lloyd Thaves - to be monitored by Laura
- Gertrude Larson - \$475 to be placed in the Senior Pastor Fund

Jim Sauber is to find out from Ron VanNatta the cost of the Clavinova.

The Trust Fund committee decided that all families are to be contacted within 1-2 months by this committee unless we're notified by Carla VanNatta to wait a specific designated period of time.


Maurice Swedberg Memorial - designated. The TFC will create a line item to get a frame for the mural as previously discussed. Larry Wood moved, and Janice Anderson seconded the motion to create such a line item. Motion carried.

Discussion of stained glass windows by TFC members. Larry Wood moved to table a decision on this item until Sunday, September 17 at 9:30AM. Motion was seconded by Steve Woodrick. Motion carried.

Date of next regularly scheduled TFC meeting will be Thursday, November 14, 1995 at 7:00PM in the library. Jim Sauber will do the opening prayer/devotion.

Janice Anderson moved to adjourn, and Larry Wood seconded. Motion carried.

Respectfully Submitted,


Stephen Woodrick, Secretary

Larry

SALEM LUTHERAN CHURCH TRUST FUND COMMITTEE
SPECIAL MEETING
SEPTEMBER 5, 1995

Meeting was called to order at 7:10PM by Laura Gilmore. Present were Jim Sauber, Janice Anderson, and Steve Woodrick. Larry Wood arrived at 7:55. Guest Dorothy (Mrs. Kenneth) Benson also was present.

Mrs. Benson requested that Ken's Memorial monies be utilized to purchase locally a new couch for the West Lobby Visitors area per Ken's wishes. She has one picked out at this time and desires to know the proper channels that need to be maintained to get this done. It was discussed that probably this would be done through the Support Committee (Doug Fellabaum). Laura will follow up with Dorothy Benson after tonight's meeting.

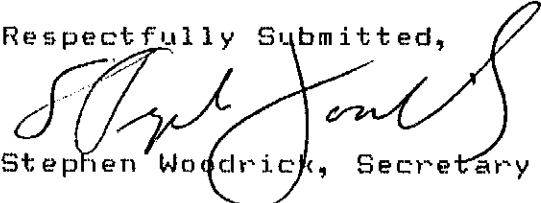
Clavinova discussion - Jim Sauber had spoken with Ron VanNatta. The clavinova has been purchased. Janice Anderson moved that the TFC move money from the "Miscellaneous" line item to make up the approximate \$148 balance due on the clavinova, so that no out of pocket expense be incurred by the VanNatta's (in order to secure the original negotiated price). Steve Woodrick seconded the motion. There was no further discussion. The motion carried.

TFC then discussed the request (noted previously) of Dorothy Benson. Janice Anderson moved to honor Mrs. Benson's request to purchase a new sofa for the West Lobby Visitor's area, in memory of Kenneth Benson. Jim Sauber seconded. Motion carried.

Jim Sauber then moved to create a new line item to provide for the refurbishment or replacement of the remaining West Lobby furniture and accessories in the Visitor's area, in addition to the new sofa. Janice Anderson seconded. There was no further discussion. Motion carried.

Stained Glass Windows were discussed next. Discussion among TFC members ensued, with the TFC being unanimous in it's support for this new endeavor. Janice Anderson made the motion to accept the Stained Glass Windows proposal as a Memorial and Special Gifts Project. Jim Sauber seconded. Motion carried. Laura Gilmore will be drafting a letter to the full Church Council informing them of the TFC's decision and asking them for their approval and guidance in this regard.

Larry Wood moved to adjourn the meeting. Janice Anderson seconded. Motion carried at 8:15PM.

Respectfully Submitted,

Stephen Woodrick, Secretary

Larry Wood

SALEM LUTHERAN CHURCH TRUST FUND COMMITTEE
QUARTERLY MEETING
7:00pm THURSDAY, NOVEMBER 14, 1995

Meeting was called to order at 7:05pm by Laura Gilmore. Devotion was given by Jim Sauber. Present were committee members Larry Wood, Jim Sauber, Janice Anderson, and Steve Woodrick.

Carla Vanatta, Assoc. in Ministry, Salem, presented a request through both a printed memo and a personal presentation for the purchase of 2 main improvements regarding her office: 1. new carpeting, and 2. addition of a round table and chairs suitable for meetings or situations of pastoral care. The committee visited Carla's office as part of the presentation.

Pastor Steinke made a presentation to the committee on "The Christ Care Series - A Small Group Ministry Series". He spoke of his support for this series and of his previous experiences with it. All aspects were discussed, from costs through implementation, pros and cons, then summarized.

Approval of agenda: Larry Wood moved, and Janice Anderson seconded a motion to approve the agenda, with the addition of discussion of the two requests noted above by Carla Vanatta and Pastor Steinke. Motion carried.

Discussion of Carla Vanatta's request - During the Trust Fund Meeting, Jim Sauber was able to report a commitment from the Support Committee for new carpeting in Carla's office, at an estimated quote of \$700 - \$900. A letter drafted by Laura Gilmore is to be sent to the Support Committee acknowledging their commitment, with another letter drafted by Laura Gilmore being sent to Carla Vanatta from the TFC and SC acknowledging our support and decision. Larry Wood moved, and Janice Anderson seconded a motion that up to \$1800 out of property improvements, and up to \$150 out of miscellaneous funds be allocated for the Associated in Ministry office's furniture and accessories. Motion carried.

Discussion of Pastor Steinke's request - Small Group Ministry. Janice Anderson moved, and Jim Sauber seconded a motion to call a special Trust Fund Committee meeting on Sunday, December 10 at 9:45 to finalize discussion on the Christ Care Proposal. Motion carried.

Minutes of 8-10-95 were approved without further discussion. Janice Anderson moved, and Larry Wood seconded the motion to approve. Motion carried.

Treasurer's report prepared by Jim Sauber was approved with no further discussion. Larry Wood moved, and Janice Anderson seconded. Motion carried.

Updates - Larry Wood moved, and Janice Anderson seconded a motion to designate money from the "Refinish Communion Trays" designated memorial fund to purchase a "EWER". Motion carried. Laura Gilmore will find out where the differential balance is to go. Parish Records Book - Discussion tabled until 12-10-95 special meeting.

Status of "To Be Designated" Memorial Monies - All those noted in the agenda had been contacted with no information available yet. Alvin Peterson family to be contacted by Larry Wood. Laura Gilmore asked that each officer take a look at their duties in regard to their Trust Fund Committee description. Laura Gilmore is to make a copy of the furniture fax and get it to each member of the Trust Fund Committee ASAP.

TO BE DONE.

Larry Wood is responsible for requests for 1996 Trust Fund Projects in the Nov/Dec Town and Country issue.

All members are responsible for organizing their notebooks for this past year's material.

Annual Meeting Reports:

- Treasurer's Financial Statement
- List of Memorials and Special Gifts
- Chairperson's Report

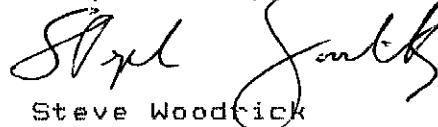
Steve is to do the update of the Memorial and Special Gifts Book from Jim Sauber and Fran's information. This is to be done in January.

Date of TFC's next quarterly meeting is February 13 at 7:00pm. Janice Anderson is to do the devotion at the Feb. meeting.

The Salem Lutheran Church Annual Meeting is to be held Sunday, January 21, 1996 at 1:30pm. Laura Gilmore is to draft the annual report for the meeting.

Motion to adjourn was made by Janice Anderson, and seconded by Jim Sauber. Motion carried. Meeting adjourned at 10:25pm.

Respectfully submitted,


Steve Woodrick