

Larry Wood

AMENDED MINUTES
SALEM LUTHERAN CHURCH TRUST FUND COMMITTEE
QUARTERLY MEETING
7:00 PM TUESDAY, FEBRUARY 13, 1996

The meeting was called to order at 7:00 PM by chairman Janice Anderson. Devotions were given by Janice also. Present were committee members Janice Anderson, Larry Wood, Jim Sauber, Steve Woodrick, and Mark Lawson.

An agenda was presented and approved with one change. The change included was a presentation to be given by Dan Heuber. A motion was made by Janice to accept the agenda as modified, was seconded by Steve Woodrick and approved unanimously by the committee

A discussion was held regarding the offices to be held by each of the committee members during the next year. The following was decided. Janice Anderson-Chairman, Larry Wood-Co-chairman, Jim Sauber-Treasurer, Steve Woodrick-Publicity, and Mark Lawson-Secretary.

The minutes of the last formal meeting held on November 14, 1995 were read. Jim Sauber moved and Steve Woodrick seconded a motion that the minutes be approved as read. The motion passed unanimously with a voice vote.

An "informal" meeting had also been held on December 10, 1995. Following is a recap of that meeting. Attendees at that meeting were Laura Gilmore, Janice Anderson, Jim Sauber, and Larry Wood. A discussion was held regarding the Christ Care program presented by Pastor Steinke at the November meeting. The committee liked the program, but was concerned regarding how the program worked in other parishes. It was felt that with the ongoing issues being resolved at Salem and with an interim pastor in place that financing for the program would not be considered by the Trust Fund Committee at this time. Funding estimates were put at \$10,000.

Dan Heuber gave a presentation to the committee regarding the Eloise Haka memorial and a meeting of the Council Executive committee. Of the \$10,000 given by Eloise, 10% was designated for nontraditional benevolence (\$1000) outside the church with the remainder as an undesignated gift whose use is yet to be determined. The portion designated for benevolence has already been forwarded to the Church council. Dan indicated that the Council was considering supporting a fund drive for the Lutheran Outdoor Ministry Center or the Lutheran Campus Ministry at Northern. A final decision on how to use the money has not yet been made by the council. The Trust Fund Committee greatly appreciated the information provided to us by the Council.

Dan also discussed a meeting that the Council had on a Saturday to discuss the greatest needs within the church. They arrived at a list comprised of five points: Community outreach, Alternative worship service, Small group ministry, Youth and Family, and Stewardship.

Dan also indicated that the Council would like a closer working relationship with the Trust Fund Committee and would like to consider having some joint meetings with the Trust Fund Committee.

This concluded Dan's remarks and the committee thanked Dan for the information and the time he took to present it to the committee.

The Treasurer's report was made. The year-end statement was presented at the annual meeting. Nothing was changed in the report.

\$582.40 was moved (as per the last meetings minutes) to refinish the communion trays and to purchase a ewer. The ewer was received and returned because of an imperfection. A second ewer is currently on order. The difference in the cost between the ewer and the funds transferred was left in the line item now entitled Altar Accessories. The funds in this newly titled line item will be used to purchase a new linen for the altar. Altarguild has also requested that funds be made available to replace the green paraments since the current ones are badly faded. We are awaiting a formal request from Altarguild to transfer the money from Altar Accessories.

A discussion was held regarding initialing bills prior to payment. Since checks are required to be signed by two people, the committee felt that initialing bills would be redundant and decided to continue the current practice.

A point was made that the tape ministry and the mural frame are still current projects.

Carla Vanatta indicated in a note regarding the Alvin Peterson memorial that there was to be a gift to a singing memorial in the amount of \$127.25. Larry Wood made moved that the amount indicated be paid to a singing memorial. Mark Lawson seconded the motion and it was passed unanimously.

There was discussion regarding the mural frame. No action was taken at this time.

Jim Sauber noted that there was a slight negative balance in the singing memorial fund (\$2.28). He moved that an identical amount be transferred out of the miscellaneous fund to the singing memorial fund. The motion was seconded by Steve Woodrick and passed unanimously.

The receipt of \$10 for the Lucille Strombom memorial was discussed and it was concluded that the funds had been received by the Trust Fund Committee and deposited in the Altar Accessories line item.

It was moved by Larry Wood that the Treasurer's report be accepted and the motion was seconded by Steve Woodrick. The committee approve the motion unanimously.

A wish list was given to the Trust Fund Committee by the Church Enhancement Committee. That committee is composed of Sally Fellabaum, Renee Lawson, Betty Steinke, and Dorothy Benson. Funds for this committee have recently come from a line item for the Visitation Area. There is

currently a balance of \$30.00 in this fund. The wish list also has expanded to include the narthex and the sanctuary. This opens up new areas for potential gifts to the Trust Fund. Several items on the list had already been purchased through the Support Committee and the Pastor's Discretionary Fund.

A memo to the Trust Fund was send from Pastor Steinke and Carla Vanatta regarding possible funding for a display of confirmation photos that are currently stored away, and for banners for the major church seasons for behind the altar. A motion was made by Mark Lawson to table these discussions at this time, since the Trust Fund Committee is currently collecting requests for the use of funds. The motion was seconded by Larry Wood and approved unanimously.

The Memorial and Special Gift Book update was discussed. No action has been taken by Steve Woodrick at this time and further discussion was deferred until the next meeting.

There was a reminder that there is a meeting at 12:15 on Sunday February 18th, regarding stained glass windows.

Larry Wood is in the process of recontacting people with To Be Designated memorial moneys. A wish list was already sent to these people but no response has been received from most as yet. Laura Gilmore has some responses and will contact Jim Sauber about them. Larry Wood will contact the have not as yet responded.

The next meeting will be on May 14, 1996 at 7 PM at the church. Larry Wood volunteered to conduct the prayer at the next meeting.

A motion to close the meeting was made by Steve Woodrick and seconded by Larry Wood and was passed unanimously. The meeting ended at 9:15 PM

The closing prayer was said by Janice Anderson.

Respectfully submitted,

Mark Lawson
Secretary

MINUTES
SALEM LUTHERAN CHURCH TRUST FUND COMMITTEE
QUARTERLY MEETING
7:00 PM TUESDAY, MAY 14, 1996

The meeting was called to order at 7:00 PM by chairman Janice Anderson. The opening prayer was given by Larry Wood. Present were committee members Janice Anderson, Larry Wood, Jim Sauber, Steve Woodrick, Mark Lawson. Also present were John Welander and Pastor Steinke.

An agenda was presented and approved with several additions. The additions were to New Business and added a discussion on a computer for Carla, the LOMC information from Dan Heuber, and the parking lot. A motion was made by Jim Sauber to accept the agenda as amended was seconded by Mark Lawson and approved unanimously by the committee.

The meeting was opened with information presented by John Welander. John indicated that the council had been to a conflict resolution seminar. He indicated that it is important that the congregation be part of the decision making process of the church and as such that they understand how decisions are made. An example of this is the upcoming question regarding how we should handle the parsonage.

The council will be discussing the parsonage at their May 21, 1996 meeting. The concept that will be used to handle the parsonage issue was shown to the committee as a set of potential draft resolutions. This topic will impact the committee since we will be responsible for handling the funds generated from the sale of the parsonage. The committee thanked John for his presentation.

After discussing this topic further, the committee agreed that we should send a letter of support to the council regarding the parsonage if Pastor Steinke responds positively to the call from the congregation.

The minutes of the last meeting were read. Several corrections were made. A motion was made to approve the amended minutes. The motion was approved unanimously.

The treasurer's report was made Jim Sauber. The To Be Determined fund is growing. We still need to receive direction from the designee's regarding how these funds are to be used. Based on previous discussions with Laura Gilmore, distribution of the contributions to the Elizabeth Beck memorial (\$165) and the Eloise Haka memorial (\$1195) can be determined by the Trust Fund Committee.

The Trust Fund Committee has made a commitment to the mural frame (\$495). Funds for this are coming from the Maurice Swedberg memorial (\$178), the Elizabeth Beck memorial (\$165) and from the Where Need Is Greatest (\$152).

Larry Wood sent out a letter asking for a response on how memorial money should be used. He is waiting 60 days for replies.

Jim Sauber is doing research regarding a time limit on giving.

We have received a bill for \$127.25 from Carla Vanatta and are going to be receiving additional bills amounting to \$134.21. It is the Trust Fund Committee's understanding per Carla Vanatta that these bills are to be paid from the Alvin Peterson memorial. We are confirming this with the Peterson family.

The bill for the chairs from Gullberg and Johnson. A check from Helen Swedberg was received in memory of loved ones to pay for the chairs. The amount was \$1024.

A motion was made by Larry Wood to approve the Treasurer's report. The motion was seconded by Mark Lawson and passed unanimously.

Old business was discussed. The Parish Record Book needs to be replaced. The old book is full. A price is being requested from Sue to replace the book.

The Altar Guild has requested new green paraments. Three pieces need to be replaced at a cost of approximately \$1000. Also, \$60.34 has been requested for Christmas ornaments. A motion was made by Mark Lawson to transfer \$1195 from the Eloise Haka memorial to Altar Accessories, was seconded by Steve Woodrick and approved unanimously. The ewer will also be purchased from these funds when the bill was received.

New business was discussed. The Gullberg and Johnson bill was discussed earlier. The John Welander update was discussed earlier. Jan showed the committee an example of a project worksheet that she would like to begin using in the future. It was handed out and will be discussed at the next meeting.

A computer for Carla was discussed. The committee requested that we need more detail regarding the project before we can discuss it further.

The LOMC information was discussed. We need a plan for the \$9000 by the end of the calendar year. The topic was held over until the next meeting.

The parking lot was discussed. There is a line item in the Trust Fund with \$5000 in it for the parking lot. It can be made available as needed by the Support Committee upon request.

Property Improvement was discussed. The Trust Fund has \$1586.28 in a line item to cover property improvements. This money is available if needed upon an appropriate request from the Support Committee.

The committee has received several communications. One was a thank you note Mark Ingram. The second was regarding the status of the To Be Designated Moneys.

The next meeting was scheduled for August 13th. Steve Woodrick will give the opening prayer.

A motion was made by Larry Wood to adjourn the meeting, was seconded by Mark Lawson and passed unanimously. The meeting ended at 9:30 p.m.

The Lord's Prayer was said by all.

Respectfully Submitted

Mark Lawson
Secretary

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LARRY WOOD

SALEM LUTHERAN CHURCH TRUST FUND COMMITTEE
QUARTERLY MEETING
7:00pm TUESDAY, AUGUST 13, 1996

The meeting was called to order at 7:21PM. Present were Janice Anderson, Jim Sauber, Larry Wood, and Steve Woodrick. Absent was Mark Lawson.

The opening prayer was provided by Steve Woodrick.

Larry Wood moved to approve the agenda. The motion was seconded by Jim Sauber. Motion carried.

Janice Anderson did the reading of the previous meeting's minutes (from February 13th meeting). She will do a rewrite of the portion pertaining to the Ewer. See insert. Steve Woodrick moved, and Larry Wood seconded the motion to approve the minutes as amended. The motion carried.

The treasurer's report including the quarterly financial statement was submitted by Jim Sauber. The balance sheet was reviewed. The negative balance in the Visitor Area Renovation is due to the funds from Helen Swedberg not yet being transferred. Larry Wood moved to approve the report. The motion was seconded by Steve Woodrick. Motion carried.

Communications - August 26th - Joint meeting with the Executive Council at 7:00 to discuss roles of both Trust Fund and Executive Committees within the church.

Old Business - Reviewed proposed work sheets presented by Janice Anderson. Forms were accepted as is per discussion.

Stained glass windows - update and discussion with Dorothy Oehlert. Discussion of "to be designated" monies regarding their availabilities followed. How this process works was discussed with Dorothy.

New Business - Request from the Support Committee in regard to helping with the cost of new blacktop. It was noted that \$5000 has already been given to the Support Committee for the blacktop work. Discussion noted.

Memorials -

Thelma Peplow - \$115 is to be applied to singing memorials and the balance (approx. \$1100) is to be applied to debt retirement. George Sabin - \$35 is to be applied to singing memorials. A picture was purchased for the Visitor Area Renovation project. The balance is to be applied to the Senior Pastor Fund.

Larry Wood will meet with Pastor Steinke to discuss the Senior Pastor Fund in regard to it's use for relief purposes.

Steve Woodrick is to call Ken Buell in regard to Olga Reinmiller's memorial. The amount is \$497.50.

Marsh Memorial - sweep \$50 to pew cushion fund
Olson Memorial - sweep \$85 to pew cushion fund
Thaves Memorial - sweep \$200 to tape ministry fund

As individuals, we need to think about the Eloise Haka Memorial fund and how we think it could best serve the needs of the church. Discussion will follow at our next Trust Fund meeting.

Larry Wood will contact all remaining "To Be Designated" Memorials prior to our next meeting.

Next meeting will be Tuesday, November 12, 1996 at 7:00PM.
Devotions will be given by Jim Sauber.

Jim Sauber moved to adjourn. Steve Woodrick seconded the motion.
Motion carried. The meeting ended at 8:55PM.

The Lord's Prayer was said by all.

Respectfully submitted,



Stephen Woodrick, Acting Secretary

Up date on Ewer - from Hazel Erickson memorial money is that the first ewer was received and returned because of an imperfection. A second one is still on order. The \$582.40 that is on Alter Accessories (old title of Refinish Comm. Trays) is to pay for this. Jan Holland is doing this in memory of her Mother, Hazel.

Alter Guild has requested that funds be made available to replace our current Green Paraments - they are fading. The committe will make the money available the the Alter Accessories line item. Alter Guild will get more information and costs.

SALEM LUTHERAN CHURCH TRUST FUND COMMITTEE
QUARTERLY MEETING
7:00 PM NOVEMBER 12, 1996
Amended

The meeting was called to order at 7:00 PM. Present were Janice Anderson, Jim Sauber, Larry Wood, Steve Woodrick, and Mark Lawson

The opening prayer was said by Jim Sauber.

An agenda was presented by Janice Anderson. A motion was made by Jim Sauber and seconded by Steve Woodrick to accept the agenda. The motion passed unanimously.

Steve Woodrick read the previous meeting's minutes. Steve Woodrick moved to approve the minutes as read. The motion was seconded by Mark Lawson and passed unanimously.

The treasurer's report including the quarterly financial statement was submitted by Jim Sauber. A motion to approve the report as submitted was made by Mark Lawson and seconded by Steve Woodrick. The motion passed unanimously.

Communications - There will be a draft of the report for the annual report ready by December 1st. It should be reviewed and returned by December 15th.

Old Business - Janice Anderson made a motion to fund the Congregational Record Book in the amount of \$201.50 from the Miscellaneous account. The motion was seconded by Jim Sauber and was approved unanimously.

During the interim between the last meeting and now a request for a \$1000 scholarship was made by Jeff Bongwardt at SLTC. The request was approved and paid per adopted policy sec 7.c.

Stained Glass Windows - Churches are still being visited and the project is still exploratory. This is currently not an official project of the Trust Fund at this point. If the congregation accepts this as a project, we will open a line item to cover it.

New Business - A motion was made by Jim Sauber to handle the Eloise Haka memorial in the following manner. \$8000 will be placed in a perpetual fund titled Christian Education and Ministry. The interest from this fund will be available to the Christian Education Committee who will determine its use. The remaining \$1000 will be held for twelve months at which time its final use will be determined. The motion was seconded by Larry Wood and approved unanimously.

Additionally, a motion was made by Steve Woodrick to transfer \$500 from Where Need Is Greatest and \$1500 from Miscellaneous to the Christian Education line item for use by the Christian Education committee. This transfer is to act as seed money for the committee. The motion was seconded by Jim Sauber and passed unanimously.

A request has been made to provide funds for signage within the church. A motion was made by Mark Lawson to provide up to \$600.00 from Property Improvement for this use. The motion was seconded and passed unanimously.

A request has been made to purchase a table and printer stand for use by the Associate In Ministry, Carla Vanatta. A motion was made to provide up to \$400 total for this project by Mark Lawson. The funds for the table are to come from Property Improvement and the printer from the Miscellaneous account. The motion was seconded by Janice Anderson and passed unanimously.

Funds for the silk flowers and trees that were purchased for the visitors area were transferred from Property Improvements to Visitors Renovation in the amount of \$108.88 to cover a bill that was received.

We have received an offer from the Alvin Peterson memorial to purchase a fax machine for the office. A motion was made by Larry Wood to request that this offer become a project. The motion was seconded by Steve Woodrick and passed unanimously.

Update of Memorial To Be Designated by Larry Wood - Larry continues to contact people and determine how they wish for funds to be used. The Olga Reinmiller fund is to be used for World Hunger according to Larry, although no official committee action was taken.

The next meeting is scheduled for February 11, 1997 at 7:00 PM at the church. The opening prayer will be said by Mark Lawson. Future meetings are also scheduled on May 12, August 11, and November 11.

The meeting was closed with the Lord's Prayer.

Respectfully submitted,

Mark Lawson
Secretary

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