

NELC Church Council Regularly Scheduled Meeting | Minutes

December 17th, 2024 | 6:30 p.m. - 10:13 p.m. | Room 301, Nazareth Evangelical Lutheran Church

Meeting called by: President Wayne Jacobson

Secretary: Julie Creeden

Attendees: Beth Harris, Kristina McBurney, Ron Martin, Nate Greiner, Kristie Lehman, Cindy Wilson, Julie Creeden, Wayne Jacobson, Tim Boettger, Mike Brost, Kristin Swenson

AGENDA TOPICS:

Call to Order at 6:30 p.m. | *Wayne Jacobson*

Prayer & Devotion

Wayne welcomed everyone and thanked us for attending. Pastor Brost shared Psalm 119:17 and the Council reflected on the concept of joy. The Council opened by singing the Doxology together.

Secretary's Report | *Julie Creeden*

Action item	Moved	Seconded	Vote
Approve Council minutes from 11/19/24	Kristie	Ron	Pass

President's Report | *Wayne Jacobson*

2025 Budget update:

Wayne began his report by asking Kristin to provide the Council with an update on the 2025 budget. She has met with all the staff re: their departmental budgets. She stated that 2024 will end well with a \$150,000 balance to carry forward to 2025. Past years' income has always come very close to following the same formula: 60% income is pledged – 40% is money that is not pledged. This formula will be followed again for the 2025 budget. Kristin also mentioned that there is currently \$324,000 left in the Welcome Home fund. She stated that Marc Rath believes our top priority for this money should be the windows in the worship center that face the playground due to leaking concerns when it rains heavily.

Discussion about Mission and Capital Improvement funding for future budgets past 2025 – The Council believes that in the future we could simplify and streamline how we fund both missions and capital improvements by asking members to make one overarching pledge, knowing that 10% of that pledge will go directly to missions and a percentage to be determined will go directly to capital improvements, with an option for extra giving to both missions and capital improvements available for any member who would still like that option.

Bylaws review update:

The Bylaws Committee continues to meet weekly and is making good progress. They met via Zoom with the NALC Bishop and General Secretary. Nazareth’s tax exempt status still remains under the umbrella of the ELCA. This will need to be changed within the next 18 months. Nazareth now has the option to register our tax exemption under the umbrella of the NALC or register our own tax exemption with the IRS. The bylaws committee recommends that Nazareth get its own tax exempt status moving forward. This option will give us maximum flexibility into the future. This process will take approximately 3-6 months. Bill Boyd is the group tax exemption expert in the state of Iowa, and John Larsen will be tapping his expertise for this process.

Action item	Moved	Seconded	Vote
Approve the recommendation from the Bylaw Committee to apply for our own group tax exempt status.	Wayne	Nate	Pass

The process is getting close for the Bylaw Committee to complete their work, however it will not be done by the 2025 Annual Meeting in January. Wayne reported that the current timeline for a completed draft will be February when the draft will be presented to the Council for their approval. Once the Council has approved, they will then make a recommendation to the congregation to approve and a Special Meeting will be called sometime in April for this vote. The congregation will be provided with the draft in advance of this meeting in order to have time to read through the draft for themselves. This special meeting in April 2025 will have two items on the agenda: Approval of the updated bylaws and seating a call committee.

2025 Annual Meeting update:

This year’s Annual meeting will be held on January 26th at 12:30 p.m. in the Worship Center. This information will be placed in the Naz News, and Wayne will also announce this on Sunday the 12th and Sunday the 19th during worship services. The Annual Report for 2024 will be provided to the congregation at least one week prior to the meeting.

Nominating Committee update: Kristina & Nate

The Nominating Committee is having interviews this week and will be ready to put forth three names they will recommend to the congregation as new Council members beginning in March of 2025.

Treasurer’s Report | *Cindy Wilson*

Cindy shared the November Financial Report with the Council. She also brought two recommendations to the Council from the Finance Committee.

Action items	Moved	Seconded	Vote
Approve November Financial Report	Cindy	Beth	Pass
Approve recommendation from Finance Committee regarding the new electronic banking policy draft (removal of references of Finance Secretary and Finance Director – also separate accountant and finance manager) for the NELC Financial Handbook as amended.	Cindy	Kristie	Pass
Approve recommendation from Finance Committee for:	Cindy	Kristina	Pass

<ul style="list-style-type: none"> • Yearly review and request approval to process payments as EFT transactions, • Yearly review and request approval of EFT transactions over \$10,000, and • Yearly review and request approval to process check payments over \$10,000 			
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Interim Pastors' Reports | *Mike Brost & Tim Boettger*

Mike shared that the presence of our interim administrator, Kristin Swenson, has been very positive for the entire staff. Individual staff members are currently working on ministry-pacing and goals in order to be reviewed in January. Mike also mentioned that he speaks with visitors every Sunday who want to be involved at Nazareth. He noted that the NALC's most recent newsletter promoted a pastors' conference coming up in January and that both Mike and Tim will be attending. Mike and Tim were both invited to a local NALC meeting on Tuesdays, but thus far have not been able to attend since that conflicts with the Nazareth Core Team meeting. However, in the near future, Mike will make an effort to get there.

Tim thanked and encouraged the Council for our work as a unified body in Christ. He agrees with Mike that Nazareth is making great strides in kingdom work and is attracting many visitors. The word of God is the only thing that sets people free, and the Church is the only one who carries this message into a hurting world. He is so encouraged by this opportunity to boldly proclaim the Gospel. He also agrees with Mike that the staff is energized and encouraged to work for the Kingdom in their various ministries here at Nazareth.

Interim Administrator's Report | *Kristin Swenson*

Kristin updated the Council on the status of our staff's 403b accounts after moving from Portico to Empower for staff benefits. She reiterated Mike's comments regarding the start of yearly staff evaluations in January. She continues to meet with individual staff members to clarify roles and job descriptions related to each staff member's areas of giftedness. She requested that the Council approve Susan Dean to be the authorized representative to access the credit card transactions and statements.

Action item	Moved	Seconded	Vote
Approve the recommendation from Kristin Swenson that Susan Dean be the authorized representative to access the credit card transactions and statements.	Nate	Julie	Pass

Other Business

Julie requested clarifications within a few sections of the 2024 Annual Report so that Jordan can complete it for the Annual Meeting in January.

The Council closed with a second singing of the Doxology.

Meeting adjourned at 10:13 p.m. | Next meeting: Tuesday, January 14th at 6:30 p.m. in Room 301