

August 22, 2022 Steering Committee Meeting Minutes

Attending: Gary, Barb, Sarah, Nanette, Kelli, Liesel, Jean Adair, Kelli

Absent: Lin Hipp

Check-in

Meeting Called to order at 10:09 AM

Agenda: *Motion to approve by Jean; seconded by Sarah; all replied Aye*

Minutes: Changes to the Minutes was to spell Linn Hipp's name correctly. Sarah *made a motion to approve; Jean seconded, and all replied Aye.*

Finance Report: Checking balance is \$13,097.33 and Savings balance is \$23,126.63.

Vouchers: City of SCF for Lion's Park Reservation - \$50.00; Taylors Falls Community Center Reservation \$50.00. Compass Programming - \$20.00, and Roseanne Anderson \$169.25

Jean made a motion to approve; Nan seconded, and all replied Aye.

Sarah handed out Notes for the Financial Administrator Role Description. It broke down the Duties point by point and the Qualifications. The position would begin in January, 2023 as a Contract position. Bruce Filipi has agreed to fill the position on a temporary basis until someone is hired to fill the position full time. (See *Addendum #1*) It was agreed that it would be easy to find a new bank at this time.

Jean made a motion to approve the position. Liesel seconded. All said Aye.

Minister's Report: Kelli

Stewardship Committee met last year but not this year, but not this year.

Need to form a new Stewardship Team; Kelli will participate. It will not be a fund Raising team but will look ahead for what our Fellowship will look like going forward, i.e. Circle Suppers and Events. We can do a Pledge Drive. The Steering Committee will build a Stewardship Team and fine tune the responsibilities of each of the other teams.

The Sunday Service team will discuss the possibility of Service changes for each week of the month.

The first Service would remain the same with Kelli. The second could be small teams for discussion and the third would be Jim who is willing to continue OR a speaker though not necessary each month.

Jean asked if there could be more information about Jim's background as newer people don't know much about him. Sarah and Carolyn will put together a bio on the website.

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Annual Meeting – Taylors Falls Community Center has been reserved for September 25th with meeting and Pot Luck to begin at 4:00PM.

Kelli asked that calls need to be made to personally invite members, and those who attend but are not members, to attend the Annual Meeting. We'll be sure to add that the meeting will be followed by a Pot Luck at the Taylors Falls Community Center. The Steering Committee will divide the Directory and make the calls. Gary will ensure that the Pot Luck is included in the Newsletter. We should contact anyone that we think would enjoy coming to the meeting and Pot Luck.

Sarah passed out a financial breakdown that reflects the 2021 actual figures versus possible cutbacks in a second column that would more closely reflect the actual pledge dollars that we received. This was reviewed line by line. Committees would have the discretion to add or change their amounts keeping mind that some carryover money in checking will be pledges for 2023 that were paid early. Included is a new computer and printer for the Administrator position that is compatible with SCUUFs in the interest of compatibility, which does not rely on an individual's personal equipment and set up. Kelli suggested checking on the Tech Soup website for a better price. Sarah requested that the equipment be purchased this year using up to \$1,000.00 from the Facilities, Finance and Steering Committees budgets. This will allow time to get the computer set up for the Financial Administrator.

Sarah and Kelli will work on a discussion together for the budget proposal at the Annual Meeting at which time the members will be asked to vote on a **Provisional Approval** that would enable the Steering Committee to finalize a budget based on the pledge forms and any donations received by December 23rd, which would represent a more realistic budget for 2023. Sarah and Kelli will present it to the Steering Committee for approval prior to September 25th.

At the annual meeting, Kelli will lead with the budget discussion on the positive strengths of our Congregation focusing on the Pledge Drive. Pledge Forms will be passed out with a request to have them received by November 30th. Then the Steering Committee will prepare a 2023 Budget in December based on the total amount of Pledges received. A motion will be proposed to change our by-laws to reflect the budget finalized by the Steering Committee in January of the following year to be based on the dollar amount and actual money received by the end of December. Sarah will draft the proposed by-law change regarding the pledge drive/budget changes and Liesel and Barb will work on the current Membership List for the Annual Meeting.

Steering Committee Nominees – Lin, Betsy, Sarah and Gary are nominees for the Steering Committee in January. Their names will be presented for a vote at the Annual Meeting.

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Also, to be discussed at the Annual Meeting would be a New Member Orientation to be scheduled by December 22nd, 2022.

Home Decision – There has been no other place found yet that we could consider as a new home. Tom Wilson at Edling has confirmed that Edling is still open to us pending its sale.

Sarah suggested having a designated person who would have the authority to make a decision on a new place with an emergency meeting of the Steering Committee to expedite an agreement.

Liesel made a motion to stay at Edling. Jean seconded. All said Aye.

Adjourned at 12:00 Noon.

Meeting is September 19th at NWR at 9:30 – 11:30AM at NWR in Lindstrom