



Prince of Peace Lutheran Church

Council Meeting Minutes

May 20, 2025

Present: Pastor Glen Bickford, Ann Maczuga, Terri Revell, Rachel Henderson, Allison Isenberg, Pam Eliason, Melissa Johnson, Mari Senstad

Call to Order: Ann called the meeting to order at 6:11 pm

Opening Devotion: Terri led us in devotions/prayer

Adoption of the Agenda: Melissa made a motion to adopt the agenda. Terri seconded the motion. Motion carries.

Approval of Previous Minutes: Rachel made a motion to approve minutes from the April 8, 2025 council meeting. Pam seconded the motion. Completed via email on May 5. Motion carries.

Old Business

Items voted via email:

- Modification of Pastor Glen's contract for salary
- Purchase of lawn mower with elimination of property maintenance contract
- Tech volunteer position
- Repair of light pole

REPORTS

Executive Team Reports:

President's Report: Personnel Team is conducting performance reviews for church staff

Vice President's Report: Continued work on membership information. Sent out 76 letters to newer (2020 to current) members to obtain their information as well.

Treasurer's Report

MONTH	Actual	Budget	2025 Favorable/ (Unfavorable)	Actual	2024 Favorable/ (Unfavorable)
Gen/Bldg Fund:	Apr-25	Apr-25		Apr-24	
Offerings/Receipts	56,509	49,330	7,179	46,136	10,373
Expenses	(53,788)	(59,246)	5,458	(71,958)	18,170
Net Gain/(Loss)	\$2,721	(9,916)	\$12,637	(\$25,822)	\$28,543

YEAR TO DATE	Actual	Budget	2025 Favorable/ (Unfavorable)	Actual	2024 Favorable/ (Unfavorable)
General/Building Fund:	Apr-25	Apr-25		Apr-24	
Offerings/Receipts	228,066	182,125	45,942	200,039	28,027
Expenses	(228,766)	(230,931)	2,165	(273,606)	44,840
Net Gain/(Loss)	(\$699)	(\$48,806)	\$48,107	(\$73,566)	\$72,867

Notable March Activity:

- ❖ For **the month of April** receipts were higher than expenses.
 - Total offering for the general/building fund for the month was \$43,312. This was higher than the budget by \$3,351. Thanks to generous donations by members, we have started to establish a reserve fund to sustain through leaner months
 - Other income (building use, grants, interest, etc.) was \$13,197, which was higher than budgeted by \$3,828.
 - Expenses are favorable to budget this month, and favorable to prior year.
- ❖ For **April year to date**, receipts were higher than expenses, overall YTD loss is only \$699.
 - Overall, through April, receipts are higher than budgeted
 - Expenses are favorable to budget for the year and favorable to last year, however expenses continue to be slightly higher than receipts.
 - After reviewing contracts, we have decreased monthly expenses on telephone, landscaping and payroll administration fees.
- ❖ Cash balances available at the end of March were \$51,163 with an additional \$35,000 in investment accounts.

Pastoral Report:

Pastor Glen's Report

Our last Council meeting was April 8. That was a busy week! There were 4 special services Palm/Passion/65th Anniversary, Maundy Thursday (mostly Katie's work), Good Friday and Easter Sunday. Monday was a POP holiday; Wednesday I took a vacation day. Thursday I was catching up on administrative tasks on hold the last couple weeks of Lent.

The next week I tore my calf playing pickleball, though I didn't realize how bad it was until Wednesday evening. Thursday was a sick day; I went to the doctor and put my foot up afterwards. Sunday, May 4 I missed because of the combination swollen calf and stomach virus.

I can consider the two days plus one Sunday as PTO. The Sunday will be one of the 7 I have off

The week of May 11 I participated in Luther's Festival of Homiletics as one of my two weeks of continuing education this year (my contract year is Nov. 5, 2024-Nov. 5, 2025). Katie preached and led worship for my continuing ed. Sunday May 18. The Luther Festival was good. I learned about the moral teachings of Jesus, heard fantastic sermons on Jeremiah and Acts, and kept my foot up most of the time. It is hurting much less, now.

With the rest of my time, I have basically been working on service rep, planning and writing sermons, and doing pastoral care, and just getting to know folks better by phone.

We are in progress on staff reviews; each of them will be conducted by one or two members of the Executive Council and myself. Since it has been a while since the staff has formally been evaluated, the reviews are more starting point conversations than evaluations. Nate has his 90-day review to get off new-hire probation, but I have no concerns with his or any staff member's performance, so I'm sure all will go fine.

Ann, Nate and I also went over the tech position Nic had, and we changed it to a volunteer position. Nate, Rachel and I continue to monitor finances.

Ministry Team Reports:

Global Ministries:

- No Report

Local Ministries:

Avenues News...

- In June, five Avenues youth are graduating from high school! This is such an amazing accomplishment for these youth and we will use a Thrivent Grant to purchase a cake, party decor, and gifts for each of the graduates.

CEAP News...

- PoP will support CEAP by volunteering for Farm Fresh on June 9th and July 21st from 1-4PM
 - We will try to get 10 volunteers for both dates
 - Sign-up sheets will be on the kiosk starting May 19th

Park Brook News...

- The four Park Brook reading mentors will be wrapping up their volunteer year at the end of May. It has been an enjoyable experience getting to know the students and seeing them grow in their reading skills.
- PoP is looking for volunteers to help with the Park Brook 5th Grade Graduation festivities on Thursday, June 5th. Volunteers will be serving breakfast to the students and teachers Thursday morning and serving cake and lemonade to the students and families at the afternoon graduation ceremony. Sign up is on the kiosk. There is also a link in the May ENews.

Other News...

- 7 volunteers packed food kits for seniors at Second Harvest Heartland on May 14th. They packed 9,128 meals!
- Volunteers are needed to make coffee on Sunday mornings
 - We don't have any volunteers for several dates in the summer
 - Jeff and Jeanne Hanson are willing to help, but won't be there every Sunday
 - If we are unable to find volunteers, we'll have to go without coffee/cookies on those Sundays
- Jeans and Junk - we had 5 adults and 2 children that were able to clean up our 2 miles of highway. Wondering potential to do church clean-up on a Saturday in the future, including church grounds and highway cleanup

Care Team

- No Report

Mental Health Connect: Monthly mental Health Education meetings are now available to all members of collaborative congregations. May is Mental Health Month. MHC started the month off strong with the Stories of Hope breakfast, highlighting Youth Mental Health. The fundraiser was a great success, reaching our goal of \$40,000. Several additional events were offered in the month of May (Creating Caring Faith Communities and Self-Care for the Caregiver education events) and congregations are encouraged to highlight mental health ministries and MHC opportunities in their congregations in the month of May/June or into the summer as May is generally a very busy month. MHC Staff has been busy meeting with collaborative congregations about the offerings of MHC and navigator programs. If this is something POP would be interested in as an adult education forum, let me know and I can schedule an event with Hannah, MHC Program Director.

Funeral Team - Preparing for Frank Fachman's funeral

Quilters - The Quilters are busy wrapping up the "season" before breaking for the summer months. Eighteen quilts were delivered to the Mission Free campus earlier this week, bringing our total donations so far to 167 quilts. Their last group gathering will be next Wednesday until they meet again in September.

Library - Sally will be putting a notice in the POP May e-newsletter encouraging parents to have their children reading as much as possible to keep improving and adding to their reading skills over the summer break.

Property: Gardening - The garden team also needs to have volunteers for the landscaping plots for this year.

Property: Building—No updates

Sunday Teams: Ushers, Alter Guild, Coffee—no updates

Music—No updates

Tech—No updates

Staff Reports

Children, Youth and Family Ministry

PRAISES from PAST Events

- The Plant Sale is in the books (with the exception of a few more plants leftover). This was one of the smoothest ones we have had in all of my 18 years here at Prince of Peace

- We have wrapped up another School Year of Ministry with great parties for all three age groups
- Catechism Conversations (for ages 3 years - 5th grade) are completed. These were designed with our Baptismal Promises in mind. These are to be used AT HOME by families and each grade covers a different part of the Catechism or Christian Faith
- We have completed our Communion Milestone (4 participants) and Child and Prayer Milestone (2 Families)
- The Congregation responded quite well to the MNFoodShare

CURRENT UPDATES: CYF

- Working on Fundraising opportunities for the Colorado trip.
- The Theme for Summer Day Camp is "Old School" We will spend the Summer going back into the Old Testament. Staff is hired and we will start our Summer on June 9th. There will be NO DAY CAMP the week of June 30th - July 4th due to the Holiday Week
- Middle School Ministry will start up on Wednesday, June 11th. We will once again alternate between Fellowship and Service Days. There will be NO MIDDLE SCHOOL WEDNESDAYS on July 2nd (due to the Holiday), July 30th (due to WAPO Week) and August 6th (due to Katie's vacation)
- Grad Sunday is coming along quite nicely and we will celebrate on Sunday, June 1st. We will have multiple Senior Speakers, as well as musicians, readers, ushers and greeters. The graduates/parents have been great about getting our Slideshow put together

CURRENT UPDATES: Full Church

- Continuing to work with Rachel Henderson to clean up different spaces around the Church - it seems to be an ongoing thing, but also very necessary.

LOOKING AHEAD

- WAPO Week/Weekend is July 27th-August 1st (4th Grade - High School) and August 1st-3rd (1st-3rd Grade). I will be up there from Sunday-Monday and then Thursday-Sunday
- Kick-Off Sunday will be Sunday, September 7th. (FOR COUNCIL, would like to start talking more in-depth about this in JULY)

- Affirmation of Baptism will be on Sunday, October 26th @ 9:30. Starting in September I will start working with those who plan to participate in that Milestone
- Bible Milestone (2nd Grade) will take place on Sunday, October 5th

New Business

- **Mental Health Connect** and adult education opportunities. Will explore topics/opportunities and bring to next meeting
- **City of Brooklyn Park:** Joint Community Police Partnership liaison is looking to partner with us for a space to store items for homeless community members. Ann will discuss with Mike Isenberg to help coordinate this
- **Ditch area:** Ann will connect with Mike Isenberg, JCPP and City of Brooklyn Park about how best to manage/options to manage this area
- **Nominating Committee:** Reviewed committee members. Rachel made a motion; Pam seconded to have Melissa be the liaison between council and the nominating committee. Motion carries.
- **Emergency Preparedness Plan:** Pam and Rachel put together an Emergency Preparedness Plan as a quick reference for Prince of Peace (not other renters). Need to consider a more detailed plan involving staff, emergency routes (fire and severe weather), etc.
 - Worship Center
 - CLC
 - Welcome Center/Gathering Space
 - Outside Kitchen
 - Main office area
- **Audit Committee:** Brainstormed names for members of this committee (3 people needed)
- **Stewardship Committee:** Brainstormed names for members of this committee. This group will meet in early July to set timeline; no more than 6 members.
- **Vision Statements:** Pam and Rachel to meet with Ann to discuss vision statements to be part of strategic plan.
- **Discuss nominations for MSP:** Brainstormed names for members of this committee.
- **Discuss nominations for tech volunteer position:** No nominations at this time. Council will continue to consider volunteer for this position.

Action Items from this meeting:

Task	Person assigned
Think about Mental Health Connect topics	All council members for June meeting
Detailed budget information and what goes into/comes out of each budget category	Rachel for June meeting
Vision Statements	Pam and Rachel to meet with Ann to discuss
Detailed Emergency Preparedness Plan	Pam and Rachel to send out to council for review
Connect with Brooklyn Park Community Development and JCPP about housing donations and ditch area	Ann
Potential members for MSP	All council members for June meeting
Potential members for Stewardship committee	All council and Pastor Glen

Next Meeting: Tuesday 6/17: Exec team 5-6 pm; Council 6-7 pm

Adjournment: Mari made a motion to adjourn. Melissa seconded the motion. Meeting adjourned at 7:48 pm

Unfinished Business

New Business

Announcements and Action Items: