



Prince of Peace Lutheran Church

Council Meeting Minutes

3/17/26

Present: Pastor Glen Bickford, Terri Revell, Morgan Holle, Rachel Henderson, Allison Isenberg, Melissa Johnson, Rebecca Nygren

Absent: Julie Lent

Call to Order: Terri called the meeting to order at 6:04 pm

Opening Devotion: Rachel led us in devotions/prayer

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

Approval of Previous Minutes (completed via email): Morgan made a motion to approve minutes from the 2/17/26 council meeting. Julie seconded the motion. Motion carries.

Old Business

- **Fire Panel:** Fire panel is currently functional. It will not pass inspection at our next inspection in January 2027. Replacement of fire panel will be \$45,000. If it fails between now and the next inspection, the building will have to be closed. Council recommends getting at least another quote. Would likely need to get at least half raised before moving forward.
Action: Morgan will connect with congregation member about other potential businesses to get bids.
- **Building Heat:** Sanctuary and Education wing heating has been completed. Marsh completed the repairs for the education wing. For the sanctuary, one of our congregation members provided the parts and POP paid for the labor, which was about half of what we were quoted by Marsh to repair the sanctuary heat. Congregation member noticed issues with the heating unit for the narthex, and this has been turned off to avoid additional issues.
- **Council Retreat:** This is on hold for right now and will determine additional needs moving forward.
- **Employee Handbook:** Personnel committee will review PFML/FMLA and technology guidelines in the employee handbook, and will send to full council for review via email.
- **At-Large Duties:** At-large members have been assigned teams for contact and will be responsible to get reports for council meetings to the secretary the Saturday prior to the council meeting. Council provided Melissa clarity on building host

coordinator and volunteer coordinator. Melissa and Julie will decide on their assignments.

- **Building access**
 - *Keypad:* We need to update our software related to our keypad/access system, which is \$290. Additional access cards and fobs are available for purchase (renters pay to replace lost cards/fobs). We will move forward with updating the software system.
 - *Keys:* We need to re-key doors in the church to limit access as needed. Estimates are between \$3500 and \$7000, depending on commercial or lower grade. We will need to look at this in the future.

REPORTS

Executive Team Reports:

Treasurer's Report

MONTH	Actual	Budget	Budget Favorable/ (Unfavorable)	Actual	Prior Year Favorable/ (Unfavorable)
General/Building Fund:	Feb-26	Feb-26		Feb-25	
Offerings/Receipts	51,736	39,647	12,089	40,032	11,703
Expenses	(46,604)	(57,789)	11,184	(51,770)	5,166
Net Gain/(Loss)	\$5,131	(\$18,142)	23,273	(\$11,738)	\$16,869

YEAR TO DATE	Actual	Budget	Budget Favorable/ (Unfavorable)	Actual	Prior Year Favorable/ (Unfavorable)
General/Building Fund:	Feb-26	Feb-26		Feb-25	
Offerings/Receipts	93,161	78,649	14,512	84,356	8,805
Expenses	(98,226)	(119,710)	21,484	(112,526)	14,301
Net Gain/(Loss)	(\$5,065)	(\$41,061)	\$35,996	(\$28,170)	\$23,106

Notable February Activity:

- **For the month of February,** receipts were higher than expenses.
 - Total offering for the general/building fund for the month was \$38,218. This was higher than budget by \$6983.
 - Other income (building use, grants, interest, etc.) was \$13,518. This was higher than budget by \$5106.

- o Expenses are favorable to budget this month, and favorable to prior year
- For **February year to date**, receipts are lower than expenses, resulting in a YTD loss of \$5,065.
However, this is a positive reflection of financial management in the first part of Q1, as budgeting had predicted a higher loss.
- Unrestricted cash balances available at the end of February were \$35,759

Pastoral Report:

Pastor Glen's Report

What did I do with my time since the last council meeting?

Lent planning and Easter planning

2 funerals, one Ft. Snelling burial (Gronlund, Manske) 2/28 (funeral), 3/5 (Ft. Snelling burial), 3/6 (funeral and burial)

8 extra Wednesday services (5 led, 3 attended)

Interim Pastor Meeting

Conference Meeting

Phone and in-home visits (not as many as usual because of focus on funerals and Lent)

Staff Meetings

This year staff and I are doing a Lenten themed program of services based on being bound and longing. That has meant somewhat more work than usual because it is brand new. We are doing traditional services on Wednesday mornings (both livestreamed and "rebroadcast" that evening), and "dinner church" done in evenings with the confirmation mentors and confirmands and any other of the congregation who wants to attend in evenings.

The funerals were a bit more challenging than usual because one death was later than anticipated (more hospital visits), while the other passing was unexpectedly soon after entering hospice (drop everything else to support family).

Personnel Committee work involved staff expectations and several meetings devoted to

filling the Contemporary Worship Leader position.

I would like to take some time off in April. I have a combined total of three weeks coming to me (accrued by Easter) in vacation and continuing ed. I would take 2 days off the week after Easter (April 8,9), The weeks of April 12 and 19 off, and 3 days the week of April 26 (April 27, 29 and 30). Sundays off would April 19 th and 26 th .

Ministry Team Reports:

Global Ministries:

- Terri and team are just returning from Jamaica - updates to come!

Local Ministries:

CEAP News...

- March Food Drive will be running from Sunday, March 1st - Sunday, April 5th
 - Food barrels are in the Welcome Center with lists of needed items
 - Food and cash donations are matched up at a certain total by Minnesota Food Share
 - Katie is holding a youth Peanut Butter and Jelly collection contest
- Fish Fry Fundraiser
 - Friday, March 27th at Osseo Legion, from 5-8pm
 - Volunteers needed: Ceap.org
 - Tickets available for purchase at the door the night of the event

Avenues News...

- Building on Dreams Fundraiser - Thursday, March 26th, 5-7pm
 - Reach out to Julie Lent for more information
- Personal Care Item Collection
 - Well stocked right now, but could use lounge clothes (larger sizes preferred)

Care Team: No Report

Altar Guild: No Report

Coffee Team: No Report

Mental Health Connect: The Stories of Hope breakfast will be May 7, focusing on how the church and community find and create hope amidst the unrest and uncertainty in Minneapolis. All are invited to attend to register - go to MHConnect.org

New Business

- *Financial Best Practices:* Quarterly finance meeting was held on 3/16/26 and POP Financial Best Practices document was presented to council. This is based on ELCA best practices. Rebecca made a motion to approve the financial practices document; Melissa seconded the motion. Motion carries.
- *Additional pastor report:* Glen announced that he will be leaving the POP congregation as interim pastor, with his last Sunday being April 12. He has accepted another interim position starting May 1. This will be announced on Sunday 3/22 and an email and letter (as needed) will be sent to the congregation shortly thereafter. Personnel committee is interested in having a bridge pastor until a full-time pastor is hired and will be working with the synod on this option.

Next Meeting: Tuesday April 21, 2026

Adjournment: Melissa made a motion to adjourn. Rachel seconded the motion. Meeting adjourned at 7:13 pm