



Prince of Peace Lutheran Church

Council Meeting Minutes

May 19, 2026

Present: Pastor Heidi Zimdars, Terri Revell,, Rachel Henderson, Allison Isenberg, Melissa Johnson, Rebecca Nygren, Julie Lent

Absent: Morgan Holle

Call to Order: Terri called the meeting to order at 6:02 pm

Opening Devotion: Rebecca led us in devotions/prayer

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

Approval of Previous Minutes: Terri made a motion to approve minutes from the April 21, 2026 council meeting. Melissa seconded the motion. Completed via email May 7-8. Motion carries.

Old Business

Employee Handbook

- Allison sent employee handbook to all council members for review. Personnel committee identified that vacation time for employees working 20 hours or more needs to be added. That will be added in and sent to full council for approval via email

REPORTS

President's Report: Pastor Ben signed the contract and this will be announced this Sunday 5/24; plan for Pastor Ben to start July 1 with his first Sunday being July 5. He has a planned vacation middle of July.

Treasurer's Report:

April 2026 Financial Statements

MONTH	Actual	Budget	Favorable/	Actual	Favorable/
General/Building Fund:	Apr-26	Apr-26	(Unfavorable)	Apr-25	(Unfavorable)
Offerings/Receipts	49,166	50,438	(1,272)	51,009	(1,843)
Expenses	(52,801)	(57,766)	4,965	(53,788)	988
Net Gain/(Loss)	(\$3,635)	(\$7,328)	3,693	(\$2,779)	(\$855)

YEAR TO DATE	Actual	Budget	Favorable/	Actual	Favorable/
General/Building Fund:	Apr-26	Apr-26	(Unfavorable)	Apr-25	(Unfavorable)
Offerings/Receipts	194,634	186,768	7,866	189,610	5,025
Expenses	(224,876)	(236,057)	11,182	(228,766)	3,890
Net Gain/(Loss)	(\$30,241)	(\$49,289)	\$19,048	(\$39,156)	\$8,915

Notable April Activity:

- **For the month of April**, receipts were lower than expenses.
 - o Total offering for the general/building fund for the month was \$40,476. This was lower than budget by \$305, and includes Easter offerings.
 - o Other income (building use, grants, interest, etc.) was \$8,690. This was lower than budget by \$1,576.
 - o Expenses are unfavorable to budget this month, and favorable to prior year.
- **For April year to date**, receipts are lower than expenses, resulting in a YTD loss of \$30,241.
 - o Total offering for general/building fund YTD is \$141,890. This is lower than budget by \$6,844
 - o Other income YTD is \$52,745. This is higher than budget by \$14,711.
 - o Expenses are favorable to budget YTD and favorable to prior year.

- Unrestricted cash balances available at the end of April were \$23,187
- As of 4/30/26 we carry a balance of \$5250 on the Line of Credit

Terri asked about the full budget information; Rachel will provide quarterly updates with budget and year to date information for full budget.

Pastor Heidi's report:

I began ministry part time on May 1st. Office hours Monday/Tuesday.

Leadership (regular Executive/Council meeting)

Additional Meetings

- Care Team meeting
- Executive – call contract questions

Staff (regular Tuesday meeting)

- Meeting with staff individually
- New template for staff agenda
- New care calendar on drive for staff and care team input

Worship Planning

- Met with Alys

Upcoming special Sundays

- o Pentecost – 5/24
- o Graduation Sunday – 5/31 Katie leads this Sunday
- o Holy Trinity – 6/7

Visitation

- 2 member visits (assisted living and transitional care)

Pastoral Care

- Grief call – Rosella Soule son Rick phone call x2
 - o Memorial planned for Aug when all family can attend
- 2 members office visit

Continuing Needs

- Mediation follow-up (staff & Executive) - Terri will attend a staff meeting to update the staff on mediation follow-up
- Finance Committee needs monthly meetings to address ongoing needs - Rachel and Pastor Heidi will set up dates to meet in June

At-Large Updates

Melissa - Volunteers

- Melissa has the information from Nate and will start sending out volunteer emails.

Julie - Building hosts

- Connected with Nate about room calendar and Julie will start looking at this

Rebecca - space

- Not fully started. Once spaces are set the way they should be, pictures will be provided to know how rooms should be set up

Ministry Team Reports:

Melissa:

Global Ministries:

- Terri will be taking a group to Tanzania June 11-23

Local Ministries:

CEAP News...

- Meals On Wheels
 - Added Brian Johnson to ride with Rob Welde on the 1st Thursday of the month, taking over for Vicki Haupt. Thanks, Brian!
- Food Market
 - This may continue, but there are currently no dates on the calendar as CEAP is revamping their needs. Jeanne will reach out for volunteers as needed.
- School Supply Drive
 - Will kick off in July. More info to come!

Park Brook News...

- Looking for volunteers for the 5th Grade Graduation Breakfast & Commencement on Thursday, June 4th
 - Sign up sheet on the kiosk
 - Pastor Heidi will make an announcement if spots aren't filled by Memorial Day weekend

Care Team

- Melissa, Terri and Pastor Heidi met and have some things in process and will meet again in the fall.

Altar Guild

- No Report

Coffee Team

- No Report

Julie:

Quilters - no meeting on 5/20

Funeral team - no funerals last month or upcoming

No reports from Garden or Library team

Rebecca: No reports from Sunday, Mental Health Connect, or Property/Building teams

New Business

Line of Credit Renewal

- We have a line of credit up to \$60,000 and this needs to be approved/ renewed every year according to the constitution. Have used every year at least once since 2023. Rebecca made a motion to renew the line of credit; Julie seconded the motion. Motion carries.

Pastor Celebrations

- Celebration for Pastor Ben
 - Recognition of Pastor Ben's arrival July 5
 - Installation: will ask synod about September 13
- Celebration for Pastor Heidi
 - Recognition of Pastor Heidi's service June 28

Next Meeting: June 16, 2026; 6 pm

Adjournment: Melissa made a motion to adjourn. Julie seconded the motion. Meeting adjourned at 7:29 pm