

**MINUTES OF MEETING
ELK RIVER LUTHERAN CHURCH
EXECUTIVE COUNCIL**

The ERLC Executive Council held a regular meeting on Monday, May 16, 2016, at Elk River Lutheran Church

Call to Order

President Brad Tesdahl called the meeting to order at 6:00 p.m

The following were present: Kim Hauger (via phone), Adam Horner, Pastor Michelene, Erin Roppe and Brad Tesdahl

President Tesdahl led the meeting with The Lord's Prayer

Meeting Minutes

Review of ERLC Executive Council Meeting Minutes from April 18, 2016

Adam Horner moved and Kim Hauger seconded the motion to approve the April Meeting Minutes. Motion carried.

Finance

- I. Review of April Finance Report

Personnel

- I. ERLC Communication Specialist
 - a. Create a weekly checklist
 - b. Job Description attached
- II. ERLC Office Functions
 - a. Kim will review with Patty, simplify, organize, and train on Quickbooks
 - b. Office Hours for summer to start after Memorial Day.
- III. ERLC Staff
 - a. Reverend H. will preach while Pastor Michelene is away
 - b. Laura B. on vacation May 23rd
- IV. Financial Secretary
 - a. Martha Hippe and Kimberly Wurst to volunteer

Vision

- I. ERLC Council Principles
 - a. We Serve, We Care, We Listen and Communicate, We cooperate and collaborate, We Respect, We are the hands and feet of god and We uphold the ERLC Constitution.
- II. Bible Distribution

- a. Would like to start presenting My First Bibles at Baptism. Look into contacting all families since ERLC started to bring back those children who were baptized and recognize them at a service and present them with a bible.
 - b. Would like CYF to look into presenting Confirmands with bibles at Confirmation
 - c. Would like to start a bible drive as there are no bibles in the church
- III. ERLC Climate
 - a. Things seem to be going well
- IV. Council Motions and Action Items
 - a. Once approved assign a rep responsible to follow up with appropriate Ministry Team as well as relate to Council Secretary when completed.
- V. Connections at ERLC
 - a. Will need to have a meeting in regards to Connections to define and organize
- VI. Call Committee Update
 - a. Interviews have been done.
- VII. Ministry Teams
 - a. Would like to start using Council Packets compiled with ministry teams notes, and agendas to view prior to meeting for better time management
- VIII. Stewardship Planning
 - a. Finance will start the process
- IX. Calendar
 - a. It was mentioned that it would be nice to have all the ministry teams be able to have access to the ERLC Google Calendar, however the only way to do so is to give them the ERLC email password. Executive Council agreed that it should be a part of the job description of the Communication Specialist.

President Brad Tesdahl Adjourned the meeting at 8:30pm

Next Meeting June 20th, 2016 @ 6pm