

**SHERWOOD PARK LUTHERAN CHURCH**  
**LEADERSHIP MEETING MINUTES**

Date: September 12, 2018

Time: 7:00 pm

Present: Byron van Dijk, Russ Malkoske (Treasurer), Laurie Bauschke, Cheryl Hemmett,  
Dallas Ganske, Tim Friesen

Regrets: Megan Schwartz

**1.0** Opening: Meeting called to order at 7:05 pm

**2.0** Adoption of Minutes from May 9<sup>th</sup>, 2018 meeting are adopted. **MSC LT 18-12**

**3.0** Treasurers Report: See attached report.

**4.0** Updates

**4.1** Exit Interview: Exit interview completed with Pastor Jason, Pastor Lynn (St. Luke's Zion) and Cheryl Hemmett. Pastor Jason confirmed that membership records have been reviewed and updated.

**4.2** Call Committee Update: Interview with 1<sup>st</sup> candidate will be Monday, Sept. 17<sup>th</sup> with the call committee. If the call committee feels the candidate is of interest they will notify the Leadership Team for approval to proceed further in the process.

**4.3** Interim Pastor Update:

- Pastor Kolleen has signed a contract with SPLC for one year. She will be available till 1<sup>st</sup> week in January. If a full time Pastor has not been called by then we will reassess the contract at that time.
- Guys and Guitars will ask Pastor Kolleen to preside at an upcoming service at Park Manor.
- Discussion and motion to give Pastor Kolleen a 5% pension adjustment as part of her salary.  
**MSC LT 18-13**
- Interim Pastor's salary allowance is a maximum of \$1500 per month plus mileage

**4.4** Budget 2019: Cheryl, Laurie & Russ to meet in October to review and draft 2019 budget

- A review of the Family Ministry Coordinator position will be included as part of preparing for the 2019 budget.
- Discussion around Town Hall meeting in November to discuss renewal of Family Coordinator position and propose 2019 budget to the congregation.
- Cheryl to check MNO website to see if there is a grant that we can apply for to continue with the Family Coordinator position.

**4.5** Staff Update:

- Candace Kostna planned fall program which includes organizing teams to volunteer at the Urban.

- 3 congregations will be participating in a combined confirmation class this fall as all congregations confirmand numbers are down. Candace Kostna is teaching the program when it's SPLCs turn to host and Lisa Van Dijk is assisting.
- Cheryl to meet once a month with the staff until a full time Pastor is called.
- Lisa Van Dijk's Youth Ministry contract to be renegotiated with the steering committee in the coming months.

**5.0 Accessibility Meeting:** Tim Friesen will follow-up with Pastor Jason to find out if there is communication on Accessibility from the Synod that we can model our communication to SPLC from. The Accessibility policy must be in place by November.

**5.1 Carpet Cleaning:** Tim Friesen to forward new quotes for next meeting. Look into cost of purchasing a commercial machine. Tim will follow up with Liz Wiens letting her know that we are having the carpets cleaned.

## **6.0 New Business**

**6.1 Kitchenette for Boardroom:** Byron Van Dijk to set timeline and team to organize and complete project.

**6.2 Constitution:** Synod will need to know all proposed changes by end of November. Constitution was presented at AGM in February but vote on changes was delayed until the fall. Cheryl Hemmett to present constitution to the congregation.

**6.3 Leadership Team:** Cheryl Hemmett & Byron Van Dijk will continue their Leadership term for two more years. Dallas declined reinstallation. Tim Friesen's term is up as he has served 3 terms of 2 years each.

**6.4 Vision Strategy:** Laurie Bauschke to follow up with Liz Wiens and Janet Giese to organize a combined worship service with Tabernacle in the Fall. Travelling supper will tentatively be planned for January.

**7.0 Next Meeting:** Monday October 15<sup>th</sup>, 2018 @ 7:00 pm

**8:0 Adjournment:** Leadership meeting adjourned at 8:40 pm **MSC LT 18-14**