

Eden's Mission: "... to love God and all people in Jesus Christ, drawing others into a relationship with Him, working together to expand His reign of hope, justice and peace in our community and the world."

**EDEN LUTHERAN EVANGELICAL CHURCH
COUNCIL MEETING
June 12, 2013 – 6:30 p.m.**

AGENDA

- I. Preparation
 - A. Welcome new council members
David Grefe, Michelle Larsen, ~~Pat Sinclair~~, Paula Smith, Darrell Springer, Luke Williams
 - B. Appointment of Schera Harner to fill position vacated by Emily Done *1 yr.*
 - C. Welcome Guests
Pat Sinclair and Summer Pearson
 - D. Personalization – Sharing of joys and concerns
 - E. Inspiration – Opening Devotions
 - F. Review / Approval of the Agenda
 - G. Review / Approval of Minutes from May 8th with any corrections
- II. Action
 - A. Council Reorganization
 - 1. Election of Officers
 - 2. Ministry Assignments – All must have a council representative
 - 3. Head Usher Schedule – All members take one month per year
 - B. Pastor's Report
 - C. President's Report
 - D. Monthly Ministry Reports
 - 1. Finance - *Me*
 - 2. Learning *Luke*
 - 3. Evangelism *Shara*
 - 4. Property - *Dave*
 - 5. Worship and Music - *Paula ?*
 - 6. Service/Fellowship - *Me*
 - 7. Technology - *Game*
 - 8. Stewardship - *Larry*
 - 9. Policies and Procedures - *Lufe*
 - 10. Brother's in Christ (B.I.C) - *Pastor*
 - E. Monthly reports from organizations
 - 1. ELCW - *Marydon*
 - 2. EL Preschool - *Lyle*
 - 3. Helping Hands - *Shara*
 - F. New Business
 - 1. Sanctuary Cleanliness – Derek Adkins
 - 2. E-Cycling – Pastor Linda
 - 3. Chamber of Commerce Membership
 - 4. Ministry Night
 - 5. Termites in the parsonage
 - 6. Scholarships – Designation of interest funds
 - 7. ~~Change in B.S.A. Policy~~
 - G. Continuing Business
 - 1. Sick time for Toni – Review of overall compensation package

(over)

Eden Lutheran Church
Council Meeting Minutes

May 8, 2013

Eden's Purpose: "To love God and all people in Jesus Christ, drawing others into a relationship with Him, working together to expand his reign of hope, justice and peace in our community and the world."

The meeting was called to order by President Steve Anderson at 6:30 p.m.

Members Present: Pastor Linda Brown, Steve Anderson, Harvey Clark, Larry Subriar, Mary Lou Ludwig, James Sansom, Rene Martin, ~~Emily Done~~, Marge Steinbrinck, Katie Williams and Derek Adkins.

Lyle Hodgerson excused *Emily*
Visitation - Luke W m.

I. Preparation

- A. Welcome guests: None
- B. Personalization - Sharing of joys and concerns
- C. Inspiration and Devotions: Pastor Brown
- D. Review/Approval of the agenda as amended, MSC.
- E. Review/Approval of the April 10th, 2013 council minutes as amended, MSC.

II. Presentation

- A. President's Report - Accepted as given
- B. Pastor's Report - Accepted as given
- C. Monthly Ministry reports
 1. Finance - Accepted as presented.
Motion: To buy 10 more tables for the Fellowship Hall. Cost not to exceed \$1000, money to come from the Memorial Fund. Toni to make out a check to Helping Hands for Staples Cards. This should be done ASAP so that the old tables can be sold at the June Rummage sale, 2nd by Harvey Clark, MSC.
 2. Learning - Accepted as given
 3. Evangelism - C, Motion by Harvey Clark to remove tree on the Brockton side of the church that he thinks is interfering with the lighted cross, 2nd by Derek Adkins, MSC *8-2*
 4. Property - Accepted as given, Motion to have Hasco repair ovens in Fellowship Hall, cost no to exceed \$500, money to come from building maintenance fund, 2nd by Mary Lou Ludwig, MSC
 5. Service/Fellowship- Accepted as given.
 6. Stewardship - Accepted as given.
 7. Worship and Music - Accepted as given.
 8. Technology - Accepted as given. *Phone problems - ongoing*
 9. Policies and Procedures - No report

D. Monthly reports from organizations

1. ELCW- Accepted as given.
2. Eden School - Accepted as given
3. Helping Hands- Accepted as given. *CPR 5/20*

4. Brother's in Christ (B.I.C.) - Accepted as given.

E. Coffee with Council - next meeting May 19th

F. New Business

1. Kitchen Rental on 5-24-13, referred to Executive Committee ^{1pm + 7pm} #?? *No mites yet!*
2. Rethinking Evangelism seminar - *July 22 + 23 - 1st Call #*
3. Sick Time for Toni - *refer to Finance - make complete compensation pkg*
4. Fellowship Hall rental - Catholic Charities - February 2014 *2hr - \$1000 a week*
\$55 per session (12)
5. Nominating Committee, approval of candidate list, Motion by Harvey Clark *once a week*
to accept names as given, 2nd by Derek Adkins, MSC
6. Youth Sunday - June 30th - change in format *June 21 3-5p.*
40-50 people
7. Scholarships - *?? Look at P&P*

G. Continuing Business

1. HVAC replacement - Unit to be Delivered on May 16th, security lights to be installed and

security cage construction to be started on that date.

2. DPR Construction - Steve Anderson to meet with DPR regarding written contract.
3. Memorial Plaque
4. 125th Anniversary Committee - Work in progress.
5. Audit - Fixed Assets Inventory, done - *ins does not need copy*

III

Information

A. Head Usher for June - Marge Steinbrinck

B. Upcoming events

1. New Council installation - June 9th

2. Council meeting - June 12th, 6:30 pm. - Wednesday (Executive at 6pm)

3. VBS July 29th - August 2nd

IV.

Closing

A. Meeting adjourned at 8:28 p.m.

B. Lord's Prayer

Respectfully Submitted,

James Sansom, Assistant Secretary

Draft

Eden Lutheran Church
Council Meeting Minutes
April 10, 2013 – 6:28 pm

Eden's Purpose: *"To love God and all people in Jesus Christ, drawing others into a relationship with Him, working together to expand his reign of hope, justice and peace in our community and the world."*

The meeting was called to order by Vice-President Mary Lou Ludwig at 6:32 p.m.

Members Present: Emily Done, Harvey Clark, Larry Subriar, Mary Lou Ludwig, James Sansom, Rene Martin, Marge Steinbrinck and Lyle Hodgerson. *Katie, Sarah*

I. Preparation

- A. Welcome guests: None
- B. Personalization – Sharing of joys and concerns
- C. Inspiration and Devotions: Harvey Clark
- D. Review/Approval of the agenda as amended, MSC.
- E. Review/Approval of the March 12th, 2013 council minutes, as amended.

II. Presentation

- A. President's Report – None
- B. Pastor's Report – Accepted as given
- C. Monthly Ministry reports
 - 1. Finance – Accepted as given.
Motion: Approval of the proposal by Steve Hollingsworth (Steve's Welding) to build an iron cage to enclose the new HVAC unit. The proposed cage price is \$4000, funds to come from the BIC funds line item, MSC.
Motion: Approval to spend up to \$1000 for paint and labor to have new HVAC security cage painted. Funds to come from the BIC line item funds, MSC.
Motion: Approval of Patty Grefe as the backup person for Norma Maas to cover vacations and other times as needed. Norma to provide training on report systems, MSC.
Motion: Approval to move \$150 from the School Playground Fund line item to the Preschool to help fund the proposed fence privacy covering, MSC.
 - 2. Learning – Oral report. Youth to combine projects with Trinity. Possible member support of Youth team sports. Use listing of former members to get them involved again.
 - 3. Evangelism – Oral report. Veterans parade April 21st, 10 am. Help is needed to assemble float on Friday evening April 19th.
 - 4. Property – Accepted as given. Will check with Service Company to have convection oven rewired and connected properly.
Motion: Approval of up to \$300 to install security lights for HVAC area. Funds to come from the building fund, MSC.
 - 5. Service/Fellowship – Accepted as given.
 - 6. Stewardship – Accepted as given.
 - 7. Worship and Music – Accepted as given.
 - 8. Technology – Oral. New telephones a work in process.
 - 9. Policies and Procedures – Accepted as given.

D. Monthly reports from organizations

1. ELCW- Accepted as given. Mother's Day Luncheon May 11th, Rummage Sale June 8th.
2. Eden School – Accepted as given
3. Helping Hands- Accepted as given.
4. Brother's in Christ (B.I.C.) – Oral report, missing new signed contract and insurance renewal.

E. Coffee with Council – next meeting May 19th

F. New Business

1. HVAC cage – See Finance report and motion
2. Members memorial plaque – Check with Pastor Brown and Eloise for more detailed proposal for qualifications rules.

G. Continuing Business

1. HVAC replacement – Unit ordered, security cage construction contract pending.
2. DPR Construction - Parking lot rental still pending written contract. Parking sign in bad spot, needs to be moved.
3. Audit – Fixed Assets Inventory video, half completed.
4. Nominating committee – New Slate is a work in process.
5. Anniversary – 125th, September 15th. **Motion:** Approval of an \$800 transfer from the Memorial Fund to the Anniversary Fund for seed money to cover startup costs. Possible repayment from fund raising efforts and ticket sales, MSC. Pictorials available in June.

III

Information

A. Head Usher for May – Larry Subriar

B. Upcoming events

1. Veterans parade April 20th, 10am, RCC parking lot.
2. Council meeting – May 8th, 6:30 pm. - (Executive at 6pm)
3. Property work day May 4th, 8am.
4. Cursillo, Open Ultreya, September 22th.

IV.

Closing

- A. Meeting adjourned at 8:15 p.m.
- B. Lord's Prayer

Respectfully Submitted,

Lyle Hodgerson, Secretary

Pastor's Report for April to May 2013

Meetings I attended: music and worship, did 4 chapel services with the preschool, 3 ladies luncheons, 4 quilters meetings, special executive council meetings, learning and evangelism, and finance.

Attendance: 4/14—9am-5, 10am-73, 4/21—9am-10, 10am-81, 4/28—9am-10, 10am-82, 5-5—9am-23, 10am-84.

Additional events and things I did during the month in addition to sermon preparation, sermon writing, and leading 4 worship services:

1. Attended an online webinar regarding children's ministry.
2. Did 2 marital counseling sessions for a couple who are going to renew their vows in May.
3. Wrote 1 Messenger article.
4. Taught 3 youth bible studies.
5. Led 4 Song and Study hour discussions.
6. Attended 4 Call to Care classes.
7. Attended a meeting with other local pastors at Immanuel Lutheran church regarding the concern of foster children in this area.
8. Visited Second Harvest food bank to get information for the congregation on how we can become a part of their food program and attended one of their orientation classes with Dar from the preschool and Carol McAnern.
9. Held 2 Confirmation classes.
10. Ministered to 14 people in my office and gave out 12 food cards.
11. Attended a daylong workshop at Center Point Church in Colton.
12. Held a 4-hour new member's class with 2 new members and then met separately with 2 new members who could not make it that day.
13. Attended a 3-day conference for First Call Theological Education.
14. Reviewed David Christiansen's evaluation for this year with him.
15. Met with Thrivent representative for church benefits.
16. Attended 3-day synod assembly.
17. Met with Pa. Jane Quant from First Congregational Church here in Riverside to talk about expanding our social outreach in the community.
18. Attended a text study with local pastors.
19. Did 3 home visits.

20. \$700 for VBS - Thrivent July 29, Aug 2

Eden Lutheran Church
Finance Committee Meeting Minutes

May 6, 2013

Meeting was called to order at 9:30 a.m.

Attendees: Pastor Linda Brown, Pat Sinclair, and Marge Steinbrinck

Toni Douthitt attended to present the financial report. There was a slight improvement over YTD figures.

Less spending / more income

Amend the April minutes to read as follows: "The approval of Patty Grefe as the backup Financial Secretary for Norma Maas for the months of July through October. Norma will provide the training for the Contributions module of Shepherd's Staff software."

X Motion: To buy 10 more tables for the Fellowship Hall. This is to be paid for from the Memorial Fund. This should be done soon so that the old tables can be sold at the June rummage sale. MSC

Cost not to exceed \$9000.

DPR use of the parking lot: DPR is now using our lot. As of today we have no written rental contract in place. This needs to be done ASAP. Steve will be asked to facilitate this.

Meeting was adjourned at 10:30 a.m.

Next meeting will be June 10, 2013

Submitted, Marge Steinbrinck

Property Report

April/May 2013

Work day May 4, 2013

Members present, David Grefe, Joe Ludwig, Kelley Kersten, James Sansom and Kelley's friend Mat

Worked on Carob tree, Mat and Kelley worked on installing conduit for the A/C lights.

James

Handwritten scribbles consisting of a dollar sign (\$) and a question mark (?) with a small dot below it.

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	<i>Quoted to connect wiring and test both connection boxes not to exceed \$500.00</i>		

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Worship and Music
Minutes April 17, 2013

Present: Chair, Susan Downer, Pastor Linda Brown, Dick Anderson, Cathy Carlson, Emily Done, Carol McAnern, Marilyn Anderson

The meeting was called to order at 7:10 PM by Chair Susan Downer.

Devotions were given by Marilyn Anderson.

The agenda was approved as presented.

The Minutes were approved as presented.

Council Report: No Report.

Pastor's Report: We are trying to get a picture and short article to the Lutheran Message for the Anniversary.

OLD BUSINESS:

- Mother's Day & Father's Day gifts have been received. Susan will talk to Debbie about having the youth hand them out.
- The choir has practiced Setting 8 and will do so again this week. David will have the choir sing the Assisting Minister part this coming Sunday, April 21.
- Marilyn will e-mail Toni regarding the copyright laws governing the old supplemental hymn book.

NEW BUSINESS:

- * There were no special plans for summer.
- * Reminder: Ministry Minutes must be submitted to the office by the Tuesday before the Council meeting. Susan needs to receive them before that. Thank you all for sharing the Secretarial Duties for Worship & Music.
- * Pastor asked Carole Hodgerson to make a banner for the 125th Anniversary. Carole wondered if W & M has funds to reimburse her for materials. It was decided to ask her for an estimate of the costs and then we will ask if funds are available from the Anniversary Fund.
- Property is looking in to getting better lighting in the altar area.

Devotions & Secretarial duties: Debbie.

Next Meeting: Will be at 7:00 pm Tuesday, May 21, 2013.

Meeting was adjourned with prayer.

Respectfully Submitted.

Marilyn Anderson
Secretary Pro-Tem

SERVICE AND FELLOWSHIP MINISTRY

MINUTES MAY 1, 2013

Members present: Betty Jean Denham, Ardyce LaPorte, Esther D'Aguiar, Nancy Liverman, Marge Steinbrinck Members absent: Pat Sinclair, Barbara Walters, Gloria Youngerman

Betty Jean lead the meeting which started at 11:40 at Tin Lizzie Restaurant. The minutes from the April meeting were approved.

Continuing Business: Choir Recognition Day (June 23) was discussed.

- Toni will be asked to prepare an announcement for the projector and
- ✓ Marge will see that a blurb will be put in the next Messenger.

New Business:

1. It was suggested by two ladies that the S & F committee sponsor a Game Night once a month. After a discussion it was decided that this would probably not be a popular event since so many of the older congregation do not like to drive at night. Younger families are very busy with the activities of their children and would probably not be interested. It was felt that participation in this kind of event would not be feasible at this time.

The committee wants to know what will be expected of them in connection with the church's anniversary. Pat will ask Harvey about this.
Decorations for the catered lunch?

The 4th of July plans: (The minutes of the May 2012 meeting were consulted)

- We will again invited Hope and Trinity. Marge will be the liaison.
- Bingo Cards -- Pat is buying more. We need a loud voice to run the game.
- Decorations -- No more needed. Set up will be on July 3 Sound -- need to ask Steve BBQ -- Ron Sinclair will be asked again Youth -- Will Katie and Luke be able to paint faces? Where is the face make-up? Is it still good? *plenty Sara?*
- No popcorn again -- It is hard to clean up and no one seemed to miss it.
- Shopping -- Betty Jean is in charge
- Fliers -- Toni will have them printed
- ✓ Clean-up -- Derek and Lino Maybe add Kelly?
- Name tags -- Susan Downer will be asked to make these again
- Cooling station -- a good idea if it is hot. Water and First Aid kit in the Youth Room.
- Gate Keepers -- 3 worked out well.
- A suggestion from 2012 was that basketballs be provided for use at the b.b. backboard. Maybe the Youth group can take care of this.

Submitted by Marge Steinbrinck

ELCW report for Council May 8, 2013

The board met Sunday May 5 after service. Present were Marylou Ludwig, Betty Jean Denham, Nancy Svete, Jean Zehms, Susan Downer, Ann Samson, Bonnie Thomason

Final plans were discussed for Mother's Day brunch, program, table setup and decided to buy carnations for ladies attending.

Need to sell T-shirts at brunch and rummage sale.

Rummage sale was discussed prior to Shera, Ester and Marylou meeting to make final plans. Need to find banner, Do ad and list on internet. Would contact local charities as well to collect what is left then have Light house for blind take rest.

Note for Council: see who would like to sell coffee and sweets, maybe set up tables in front.

DRAFT

**EDEN LUTHERAN SCHOOL BOARD MEETING
April 11, 2013**

Members Present: D. Keaneman, P. Sinclair, K. Williams, L. Subriar, E. Seidel, L. Hodgerson,
Members Absent: C. Wilson (excused), Pastor Linda (excused), L. Harris (excused), and M. Jenkins (unexcused)

Staff: T. Douthitt

Meeting is called to order at 6:07pm

Erv opened with a prayer.

Approval for the Agenda:

- Katie moved to accept the agenda as presented, Lyle 2nd- MSC

Bookkeeper's Report:

- Toni has been getting the books all set up in the computer, right now they have currently finished up through December. They expect to be finishing up completely by the next board meeting.
- By the end of May, we will be able to track the entire school year to help with next year's budget.
- Toni wants to create a new form to have written requests to transfer money from saving to checking and vice versa.
- Toni has already take action in created a form for petty cash
- Erv moved to accept the Bookkeepers Report as presented, Lyle 2nd- MSC.

Approval of Minutes:

- Erv moved to accept the January Minutes as presented, Lyle 2nd- MSC
- Pat suggested to include computer was paid for using memorial funds with gift cards from helping hands.
- Delete "Life is great" from comments and concerns. (Katie did not mean to offend...simply wrote the two comments made with no relation to each other-ops, sorry!)
- Larry moved to approve the minutes as amended, Dar 2nd- MSC.

Director's Report:

- FTE: 21.61 with 34 students currently enrolled.
- Green Eggs and Ham Day went well! ☺
- Easter Picnic and egg hunt went well, many parents participated.
- Trike-a-thon is scheduled for May 31st, Sponsor sheets are coming out soon.
- Dar wants to wait until the end of May to purchase the TV for the classroom, because of the 3 payrolls in May.
- Katie moved to accept the Director's Report as presented, Erv 2nd- MSC.

Church Relations/Pastor's Report: None given due to Pastor's Office.

Continuing Business:

- Grasshopper- The phone situation is still in process.
- Sand- Still in process

- Playground Screening- Erv put the sample on the fence, we all went, looked, and liked it. We will need some people to help put up the fencing, it requires a tool, but once up will look great and will serve its purpose.
- \$150 from the church school playground line item will be transferred to the school to offset the cost of the playground screen. The rest of the balance will come from the school memorial fund.
- Larry use gift cards for Lowes from Helping Hands to buy the material.
- Erv will work with property to set it put up.
- Katie moved to have the Budget Committee who will include Erv, Larry, Pat, Dar and Toni to meet May 30th school and come up with a proposal for the school budget and bring it to the committee at the June meeting, Lyle 2nd- MSC.

New Business:

- Teacher Appreciation Week is May 6th-10th. Dar said she thinks Target gift cards would be nice.
- Pat moved to give \$25 gift cards to each school staff member (7 total) plus \$50 for treats, (totaling \$225), Lyle 2nd- MSC.
- FYI: Executive Committee met on March 31, approved up to \$300 for the new phone system.
- The agreed upon checklist for our custodian has not been followed through with. ☹

Comments/Concerns:

- We need to get information out to the general church that when the kitchen is being used it needs to be cleaned and left as it if found. The school has to live up to a certain health code or it can be fined.
- Lyle suggested there be a sign posted in the kitchen to remind everyone of State Required Standard for Preschool cleanliness. Dar will create and post this sign.

Parent Feedback: none

Larry moved to adjourn the meeting, Katie 2nd- MSC.

Meeting adjourned at 7:19 pm

Next Meeting: Thursday, May 9, 2013