

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."

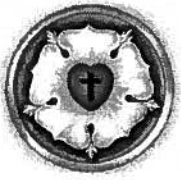
**EDEN LUTHERAN EVANGELICAL CHURCH
COUNCIL MEETING**

September 14th, 2011 – 6:30 p.m.

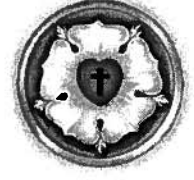
AGENDA

- I. Preparation
 - A. Welcome Guests
 - B. Personalization – Sharing of joys and concerns
 - C. Inspiration – Opening Devotions
 - D. Review / Approval of the Agenda
 - E. Review / Approval of Minutes from August 10th with any corrections
 - F. Review / Approval of Minutes from Special Council Meetings
- II. Action
 - A. President's Report Steve Anderson
 - B. Monthly reports from standing committees
 - 1. Finance Betty Jean Denham
 - 2. Learning Dmitry Altshuller
 - 3. Evangelism Harvey Clark
 - 4. Property Joe Ludwig
 - 5. Service/Fellowship Betty Jean Denham
 - 6. Stewardship Michelle Larsen
 - 7. Worship and Music Barbara Walters
 - 8. Technology Bob Frey/Steve Anderson
 - 9. Policies and Procedures Lyle Hodgerson
 - C. Monthly reports from organizations
 - 1. ELCW Nancy Svete
 - 2. EL Preschool Lyle Hodgerson
 - 3. Helping Hands
 - D. New Business
 - 1. Action Items
 - 2. Linda Brown
 - 3. Ministry Budgets
 - 4. Council "Office Hours"
 - 5. Replacement Council Member
 - 6. New copier contract
 - E. Continuing Business
 - 1. Education Hour
 - 2. Constitution
 - 3. Bingo at Eden
 - 4. Scholarship Ad-Hoc
 - 5. Website
- III. Information
 - A. Head Usher for October – Betty Jean Denham
 - B. Upcoming events
 - 1. Council Meeting – 10/12/11 – 6:30 p.m. (Executive Committee at 6:00)
- IV. Closing
 - A. Adjournment & Lord's Prayer

Go in Peace to love and serve the Lord!



Eden Lutheran Church
Council Meeting Minutes



August 10, 2011

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: Dmitry Altshuller, Steve Anderson, Harvey Clark, Betty Jean Denham, Michelle Larsen, Joe Ludwig, Pastor Joshua Martyn, James Sansom, Nancy Svete, Barbara Walters and Lyle Hodgerson

I. Preparation

- A. Welcome guests, Pat Sinclair and Chuck Wilson
- B. Pastor Martyn gave the devotion – Mathew Chapter 15, verses 10 thru 20
- C. It was Moved by Dmitry Altshuller, Seconded by Pastor Joshua Martyn, to approve the agenda. (Passed)
- D. It was Moved by Harvey Clark, Seconded by Barbara Walters, to accept the May Minutes. (Passed)

II. Action

- A. President's Report – Accepted as given
- B. Pastor's Report – Accepted as given
- C. Monthly reports from standing committees
 - 1. Finance – Motion by Betty Jean Denham, Seconded by Barbara Walters – Property to decide which contractor to go with for parking lot seal & stripping not to accede \$4000, money to come from parking lot fund, Executive Committee to give final approval, MSC
 - 2. Learning – Accepted as given
 - 3. Evangelism – No report
 - 4. Property – Motion by Steve Anderson, Seconded by Lyle Hodgerson, to approve \$500 for installation of fans in choir loft, building a pedestal for sound system and installing a door closer on West balcony door. Money to come from Building Fund, MSC
 - 5. Service/Fellowship– Motion by Harvey Clark, Seconded by Michelle Larsen, to have Anniversary Celebration on September 11 and Learning Hour to start on September 19th, MSC
 - 6. Stewardship – Accepted as given
 - 7. Worship and Music – Accepted as given
 - 8. Technology - Motion by Harvey Clark, Seconded by Lyle Hodgerson, to approve \$500 for new Telephones. Money to come from Building Fund, MSC
 - 9. Policies and Procedures - Accepted as given
- D. Monthly reports from organizations
 - 1. ELCW- Accepted as given
 - 2. EL Preschool- Accepted as given
 - 3. Helping Hands- Accepted as given

- E. New Business
 - 1. Action Items - see II.C. 1,4,5, 8 and II.E.4
 - 2. Ministry Budgets – All Ministry Budgets need to be sent to Finance before September 13th, 2011
 - 3. Scholarship Ad-Hoc - Steve Anderson, Michelle Larsen, Joe Ludwig, to form Ad-Hoc Committee to review Scholarships.
 - 4. Preschool By-Laws & Budget- Motion by Lyle Hodgerson, Seconded by Michelle Larsen, to approve the Preschool Budget for 2011-2012, MSC
Motion by Lyle Hodgerson, Seconded by Michelle Larsen, to approve the By-Laws as presented. MSC
 - 5. Budgetary oversight/review
 - 6. Council “Office Hours” – Council members to be available in Fellowship Hall on Second Sunday after Regular Council meetings for Q&A sessions after Regular Worship service.
 - 7. Website
 - 8. Women’s daytime AA group – Request not granted due to conflict with Preschool.
 - 9. Thrivent Outreach Grant – Grant proposal to be submitted to Thrivent Outreach before September 13th, 2011.
- F. Continuing Business
 - 1. Education Hour – To start on September 19th.
 - 2. Constitution
 - 3. Bingo at Eden

III. Information

- A. Head Usher for September – Harvey Clark
- B. Upcoming events
 - 1. Property Committee meeting at Mr. T’s at 8:30 – 8/13/2011
 - 2. Council Meeting – 9/14/11 – 6:30 p.m. (Executive Committee at 6:00)

IV. Closing

- A. It was moved by Betty Jean Denham, Seconded by Joe Ludwig, to adjourn the meeting (Passed) the meeting adjourned at 8:30 p.m.
- B. Lord's Prayer

Respectfully Submitted,

James Sansom

Secretary

Draft
Eden Lutheran Finance Committee Meeting
September 13, 2011

Meeting call to order: 6:30PM

Present: Betty Jean Denham, Demitry Altshuller, Lyle Hodgerson

Motion: Pay David Christensen his vacation days earned. Resume regular pay when he returns. MSC.

Motion: Use earned interest income of \$126.66 from Provident scholarship CD plus \$971.49 gift from Elvira Elmlund to fund current scholarship for the seven student applicants. MSC.

Motion: Increase church secretary's Toni Douthitt hours to 32 hours weekly at current pay rate of \$10 hourly effective 9/19/11. Add one week vacation time for Toni effective 9/19/11 and annually continuing. MSC.

Discussion: New lease with Xerox for replacement printer, Financial statements would have shown us in the black except for extraordinary ending pay amounts due Pastor Josh, Pay and payroll arrangements for Linda Brown need be clarified for Toni, Need to compile all committee budgets for a church budget.

Lyle Hodgerson

2:29 PM
 09/13/11
 Accrual Basis

Eden Lutheran Church
Balance Sheet
 As of August 31, 2011

	Aug 31, 11	Jul 31, 11	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
Bank of America	8,730.92	9,899.86	-1,168.94
Mission Term CD	17,791.59	17,791.59	0.00
Provident			
Anniversary Fund	-436.12	-436.12	0.00
Building Fund	1,322.54	1,231.19	91.35
Choir Fund	2,698.29	2,698.29	0.00
Christian Education	5,900.27	5,900.27	0.00
Homeless	90.72	90.72	0.00
Member Assistance	591.74	491.74	100.00
Memorial Fund	10,140.31	9,720.31	420.00
New Call	25.00	25.00	0.00
New Missions Fund	26.06	26.06	0.00
Organ Fund	1,186.22	1,186.22	0.00
Outreach	225.00	225.00	0.00
Parking Lot Fund	5,229.95	5,051.18	178.77
Reserve Fund	8,707.84	10,261.92	-1,554.08
School Playground Fund	200.00	200.00	0.00
Sound System/Technology Fund	100.00	100.00	0.00
Transportation Fund	332.99	332.99	0.00
VBS Fund	279.14	279.14	0.00
Youth Ministries	4,996.90	4,996.90	0.00
Provident - Other	291.33	275.96	15.37
Total Provident	41,908.18	42,656.77	-748.59
ProvidentCD Scholarship	23,315.48	23,315.48	0.00
Total Checking/Savings	91,746.17	93,663.70	-1,917.53
Total Current Assets	91,746.17	93,663.70	-1,917.53
Other Assets			
Other Assets	3,250.64	3,250.64	0.00
Total Other Assets	3,250.64	3,250.64	0.00
TOTAL ASSETS	94,996.81	96,914.34	-1,917.53
LIABILITIES & EQUITY			
Equity			
Opening Balance Equity	103,895.02	103,895.02	0.00
Net Income	-8,898.21	-6,980.68	-1,917.53
Total Equity	94,996.81	96,914.34	-1,917.53
TOTAL LIABILITIES & EQUITY	94,996.81	96,914.34	-1,917.53

MINUTES

LEARNING MINISTRY

Wednesday, September 7, 2011

DRAFT

Present: Dr. Dmitry Altshuller, Chair; Mary Altshuller, Secretary; Steve Anderson, President; Arlea Anderson; Michelle Larsen; Katie Williams; Luke Williams; and Linda Brown (interim guest pastor).

Called to order at 7:04 p.m. with prayer offered by Steve Anderson.

August meeting minutes were reviewed and approved unanimously.

Scholarship Ad Hoc Committee: Michelle reported that Learning should establish parameters for the applicants. She stated that she talked to everyone on the committee as well as other church members that some applicants never come to church. Others are very participatory, while others are not. Decisions need to be written out. An action item may be needed for setting this up.

Steve remembers parameters were set years ago but the ministry team fell apart due to much conflict. He said there are some but it's unknown where they are. He will ask Eric Dickson if there is a set of parameters somewhere. The amount is unknown as to how much is in the budget for allocation.

Dmitry Altshuller announced Kate Lottmann-Altshuller was unable to get into college, therefore her scholarship check will be held in the office until next winter.

Sunday School: Plans will be getting better soon. Arlea needs to renew the subscription but hasn't had a chance to do it. The Andersons will pay for the subscription and ask for a reimbursement.

We are on track for Rally Day, September 18th. Arlea's still working on getting parent volunteers; she thinks there will be about 6 to 8 parents.

Youth Bible Study: Katie and Luke think they can handle teaching. They would like to conduct it every other Sunday, instead of weekly, as they tend to have other commitments. Michelle suggested they contact John and Magnolia to help out as well as Derek and Lino. There needs to be a point person.

The high school students and young adults need to be kept separate. Bring in teens that were involved before and can now be included to help out. Linda stated she can do this.

Christmas Play: Katie said she and Luke can run the play this year as she's only substitute teaching. The play is called *Star Journey* and will involve all the children and everyone can be a little star. They will all take turns telling the story of Jesus' birth. She saved names, addresses, and phone numbers from the VBS roster and will work with Steve in sending out fliers to those who came, letting them know we're starting up Sunday school and a church play.

Confirmation: A binder was given to Dmitry by Pastor Josh prior to his departure and it will be turned over to the new pastor at the earliest convenience. Pastor Josh ordered several CDs for Adult Forum and they cost \$200. This can be approved by the Ministry rather than by Council.

Budget: Michelle stated that she was informed by Betty Jean Denham (Finance Committee Chairwoman) that a budget needs to be set up for the Learning Ministry. Steve stated that he can use his influence to use the untouched funds. A meeting will take place this Sunday to talk for five minutes to discuss a budget.

Meeting adjourned at 7:46 p.m. with the Lord's Prayer.

Respectfully submitted,

Mary Altshuller, Secretary <>

Minutes for Evangelism Meeting of August 3, 2011

Attendees: Harvey Clark

Nothing was discussed or acted upon due to lack of attendance.

Property Committee Report:

Workdays:

August 13: Reviewed with Ron Smith condition of trees on Eden property, with recommendation of removing Carib tree near playground. Filled in sinkhole in back of parking lot.

September 10: Commenced with cutting of Carib tree, to be finished October 8. Time permitting, will work on Carib tree in corner between Sanctuary and Preschool.

The committee will investigate stump grinding companies for final removal.

Next meeting: October 8, 7:00 am, at Eden

Submitted by Joe Ludwig

Property Committee Minutes

September 10, 2011

Members present: James Sansom, David Grefe, Steve Anderson, Joe Ludwig, Johanna Chavis, Kelly Kerstair, Bishop Baranowski

Worked on removal of Carob tree at corner of playground & Fellowship hall sidewalk.

Respectfully submitted,

James Sansom

SERVICE AND FELLOWSHIP COMMITTEE

MINUTES FOR SEPTEMBER 1, 2011

Members present: Betty Jean Denham, Chairperson, Marge Steinbrinck, Gloria Youngerman, and Esther D'aguier

Absent: Nancy Liverman

Betty Jean brought the meeting to order at 12:05 after the Pre-School Teachers Luncheon in the Fellowship Hall.

Old Business: The Anniversary Luncheon which was planned for September 11 was changed to September 4 in order to combine it with wishing Pastor Martyn farewell. This will be his last Sunday with us.

Items discussed were:

1. Decorating for the Luncheon will be done by the committee at 9:00 on Saturday, Sept. 3.
2. Nancy will use the fall flowers for the table decorations
3. Toni will lead the Birthday song and incorporate Happy Anniversary
4. Steve will give a little farewell talk surrounded by the council members
5. Betty Jean will pick up two cakes. One to celebrate Eden's Anniversary and one to wish Pastor and his family Godspeed in their new parish
6. A-M will bring a main dish; N-Z will bring salads No rolls needed

New Business:

Nothing is planned until December when we have the Santa Lucia and Carol Fest Luncheon -- December 5.

However, we may have a new interim pastor to welcome and of course that means we will eat again!! Stay tuned.

The meeting was adjourned at 12:25.

Respectfully submitted,

Marge Steinbrinck

Eden Lutheran Church Stewardship Minutes September 8, 2011

Members Present : Nancy Svete, Don Walters, Ron Smith

Action Items : 1. Bingo

Michelle Larsen submitted costing for bingo equipment and supplies as follows:

Kardwell International

**Flashboards \$2500-\$2900
Manual flashboard \$795
Brass cage sets \$185-\$200
Hard Cards 100/pk \$60
Daubers \$11 per doz.
Paper cards \$40/box (loose)
Paper cards in booklets \$289/1000
Chips 1000 in each bag \$6.50**

Discussion Items: 1. New Consecration Sunday

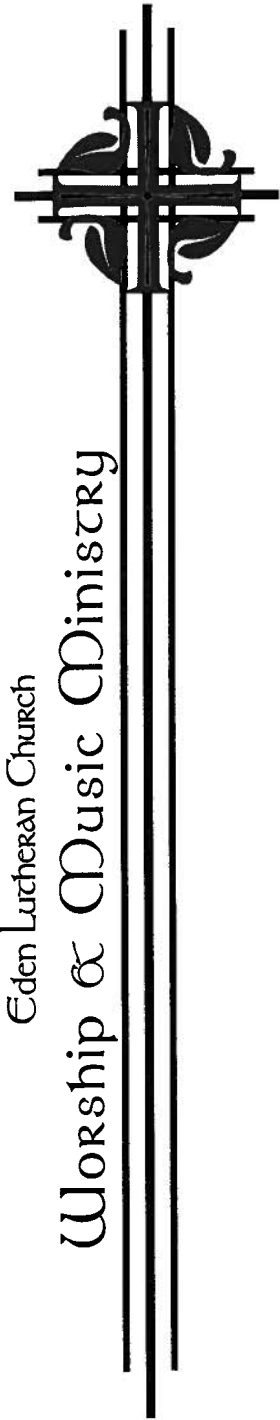
New Consecration Sunday is on hold until further notice.

2. Christmas Wreaths

Ron Smith will meet with Toni to design an order form for Christmas wreath sales as soon as prices are available. Hope we will have prices next week.

3. Ron Smith will be on vacation October 2nd through October 17th.

Next Meeting: Thursday, October 6, 2011 at 6PM



MINUTES

Date

Present: Chair, Susan Downer; Dick Anderson; Marilyn Anderson;
Steve Anderson; Cathy Carlson; Debbie Harris;

Meeting called to order at 6:50 p.m. by Chair, Susan Downer.

Devotions were provided by Debbie Harris

Motion: Approval of the Agenda for August 17, 2011 (M/S/C)

Motion: Approval of the Minutes of July 20, 2011 (M/S/C)

COUNCIL REPRESENTATIVE'S REPORT (provided by Steve Anderson):

Beginning this Sunday members of the council will make themselves available after the service in the Fellowship Hall to discuss issues and answer questions from members of the congregation. This is an effort to make them more accessible to the congregation. Steve and Pastor Josh would both like to make sure that they are 100% transparent.

OLD BUSINESS:

1. Susan talked with Dave Stevens. He hopes to have the new altar finished by the last Sunday in August.
2. Usher Training: Cathy would like to set up a session and open it up to both those who are new to ushering as well as those who are already serving as a refresher course. The thought is that everyone could use training--even the veterans. A date will be decided upon and announced to the congregation.
3. The new donated piano has been delivered and is in place in the Sunday School room in the Fellowship Hall.
4. Altar Flowers: The Altar Guild has been putting them out; the transition of responsibilities should continue to be communicated to the different Altar Guild teams.

(Continued on page 2)

Mission
Statement
✠ ✠ ✠
The Mission of the
Worship & Music Ministry
shall be to assist in,
and encourage
the development of,
the worship life of the
congregation;
and to see that the
services of God's house
are conducted
regularly in accordance
with the teachings of the
Evangelical Lutheran
Church in America.

(Continued from page 1)

NEW BUSINESS:

1. The Riverside Master Chorale has contacted us to request that Eden hosts their Spring Concert once again. There will be a rehearsal on May 3rd with the performance planned for May 6th. A concern was raised that they will need to do a better job of cleaning up and return items to their original and proper location after the performance. Cathy suggested the option of possibly charging a refundable security deposit. After discussion, it was decided that we would give them another chance before implementing a security deposit policy.
2. The Eternal Candle: Steve suggested purchasing a flickering LED to replace traditional wax candles. One was priced at \$39.95, 3" diameter, 7" tall. Steve will look in to this option further. We have enough traditional candles to last until Spring 2012.
3. Cathy brought examples of a Prayer/Praise card and an Offering envelope from Harvest. She explained that the separate prayer card printed in a different color might make it easier for the Ushers and Assistant Ministers to handle. The different color would make it easier to differentiate and identify.

2012 BUDGET DISCUSSION

1. The budget is due on 9/13/11.
2. Susan was informed of the deadline on Monday and received expense information on Tuesday, late afternoon (yesterday), hence she wasn't able to gather all of the information.
3. Steve does not foresee a lot of changes. We are not facing the same dire issues as we did last year.
4. There will be a few changes versus last year, for example, the Bulletins will be re-categorized under Office Supplies.
5. The budget worksheet is still incomplete due to the short time given to prepare; also, Toni only has information going back to January '11.
6. Susan will complete the Budget and will e-mail it to the W&M committee members for review and approval. Whatever we asked for last year, we will ask for again.
7. We are hoping to have monthly budget updates by committee once Toni becomes more acclimated and establishes a pattern.
8. Cathy suggested that we should have a budget report at every monthly W&M meeting.

NEXT MEETING: Wednesday, September 21, 2011 at 6:45 p.m.
Devotions and Secretary for October will be Marilyn Anderson.

Meeting adjourned at 7:47 p.m.

Respectfully Submitted by Debbie Harris

Policies and Procedures

The following template is only a guideline. It is not intended to be factual or complete, but to provide an insight to each Eden ministry, as to how to describe the duties and policies that your ministry currently follows.

Suggestions:

A Mission Statement (Each ministry has one – or should develop one)

A Calendar of Events:

<i>Jan</i> <i>Prepare for Ash Wednesday</i> <i>Prepare for Lenten Mid Week Services</i>	<i>Feb</i> <i>Plan for ordering Palms for Palm Sunday</i> <i>Plan activities for Holy Week and Easter</i> <i>Plan for Easter Lily Purchase @ \$8.00</i>
<i>Mar</i> <i>Review Plans for holy Week</i> <i>Order gifts for Mothers Day</i>	<i>Apr</i> <i>Order gifts for Father's Day</i> <i>Plan distribution of Mother's day Gifts</i>
<i>May</i> <i>Review summer schedule</i>	<i>June</i> <i>Send Choir robes to cleaner</i>

The above cells can denote highlights of each month as shown. Greater details can be shown on following pages.

Procedures unique to your ministry

Budget Preparation

Purchasing Requirements

Job Description for Committee Chair

Expectations of Committee Members

Special circumstances

(such as: a requirement for at least two adults, one male one female, during youth activities)

Distribution of Funds

Fund Raising

DRAFT
Eden Lutheran School Board Meeting
August 11, 2011

Members Present: D. Keaneman, P. Sinclair, C. Wilson, K. Williams,
J. McCormack, J. Martyn, L. Harris, L. Hodgerson

Members Absent:

Guests: none

Meeting called to order at 6:10pm

*Pastor opened with a prayer

Amendments for Agenda and Minutes from July 14th meeting

- Approved minutes Chuck, Katie second- MSC
- John moved to approve minutes as amended Lyle 2nd.

Pastor's Report:

- Elderly woman came back and was frustrated because there was no meeting.
- Pastor called Adult Protection Services. They couldn't help. Pastor called the police to do a 5150. Each time she comes either the teachers, Dar or Pastor needs to call the police.
- Pastor got to show the new kids the Organ at Chapel yesterday.

Director's Report:

- Dar is very close to having the kids she needs for her budget. The goal is 20, she is at FTE 18.22 Yeah!
- The school will be selling Fantastic- Fundraising Coupon cards in early September.
- Jeanette went with Dar to the disaster training.
- Back to School luncheon on Thursday September 1st.
- Staff meeting on Friday, September 2nd.
- The first day of school is September 6th.
- Dar received a quilt and a fruit bowl to raffle off at Back to School night on September 23rd.
- Chuck moved to accept Directors Report, Lyle 2nd- MSC

Bookkeepers Report:

- Dar read Melinda's note
- We are allowed to have a Reserve Fund as long as we name it as such. All we need to do it put money on it.
- We needed to transfer \$1000 from savings to cover July expenses.
- Money was gifted to the school and was put back into account.
- Lyle moved to reimburse church back for fixing the air conditioning that the school used when funds are available. Total \$241.50 Katie 2nd- MSC
- Lyle moved to accept the bookkeepers report as presented. Chuck 2nd- MSC

Chairman's Report:

- We want to pursue adding height to the side gate for the preschool.
- We will check into the keypad and state laws about the height of the gate.

- Pastor and Pat will be completing Dar's yearly evaluating Dar near the end of September.

Church Relations:

- We need to address school supplies that the Pre-school needs at our July meeting next year.

Continuing Business:

- Council has approved the 2011-2012 Preschool budget and the By-Laws.
- Budget and the By-laws will be sent to the church for Congregational meeting in November for final approval.

New Business:

- No new business

Comments and Concerns:

Parent feedback: Students of Eden Preschool are doing very well in Kindergarten. There have been several success stories of kids being prepared and ahead of the class with their knowledge and skills acquired at this school.

* Pat will be absent for next month's meeting.

Next Meeting: Thursday, September 8, 2011 @ 6pm

Meeting adjourned at 7:22pm

DRAFT
Eden Lutheran School Board Meeting
September 8, 2011

Present: D. Keaneman, C. Wilson, J. McCormack, L. Hodgerson, L. Harris.

Absent: P. Sinclair, K. Williams

Guests: M. Eissfeldt, M. Jenkins

Called to order at 6:13. C. Wilson opened with prayer.

Approval of agenda: MSC

Minutes of 8/11/11 meeting – missing (Draft minutes submitted 9/9/2011)

Director's Report approval: MSC

Discussion about low quality workmanship by cleaning staff. Seems there is no written contract in place with a job description listing job duties. Dar to review cleaning duties with cleaning lady, establish a written set of duties to research for a job contract.

Bookkeepers report approval: MSC

Chairman's report – none

Church relations – no report

Continuing Business – Directors Evaluation

Motion to have Directors Evaluation done by Board Chairmen and Vice Chairman – MSC

New Business:

Board membership – Motion to add Michael Jenkins as new school board member – MSC

Licensee – Recommendation to have Pat Sinclair as new school Licensee since we may have an interim Pastoral situation.

Salary committee – Motion to have budget committee act as the salary committee – MSC

Fire safe – Motion to have Lyle research options for a school office fire safe – MSC

Parent feedback – Positive comments from L. Harris on school performance. Dar to approach parents as possible additional school board members at Back to School night.

Next meeting: Thursday, October 13, 2011 at 6:00PM

Adjourned at 7:32 PM

Submitted: Lyle Hodgerson

HELPING HANDS

Balance in account \$1168.46 plus \$202.66 from Marie
Callendars

Profit from Scrip for 6 weeks \$208.56

Gift \$50.00 to preschool

\$70.00 gift cards for teachers at Eden preschool