



*"With the guidance of the Holy Spirit,
the life and mission of this church
can be fulfilled by those within it."*
SALC Mission Statement

MINUTES OF:

SAINT ANDREW LUTHERAN CHURCH 2023 ANNUAL CONGREGATIONAL MEETING

(For Year Ending December 31, 2023)

MEETING DATE: JANUARY 28, 2024, AT 10:15 A.M.

CALL TO ORDER:

The Annual Congregational Meeting at Saint Andrew Lutheran Church was called to order by Church Council President Herb Heyne at **10:21 a.m.**

- Members of the congregation signed in and received a ballot and the Annual Report for 2023.
- President Herb Heyne made opening remarks and went through the Agenda for today's meeting. Motion was made by Diane Goetsch and seconded by John _____ to approve today's Agenda. There was no further discussion on the motion. Motion passed unanimously.
- It was announced that a quorum for this morning's meeting was reached for voting purposes.

OPENING PRAYER AND HYMN:

- Pastor Gary led the opening prayer. Jonathan Smith led the opening hymn.

CONGREGATIONAL COUNCIL INTRODUCTIONS:

- President Herb Heyne introduced the Church Council Members:
 - Herb Heyne President & Memorial Gift Ministry
 - Diane Goetsch Vice President & Worship
 - Pam Clark Faith Formation Ministry
 - Mark Clark Communications Ministry
 - Vickie Mrotek Fellowship/Member Outreach Ministries
 - Kimberly Hoff Fellowship/Member Outreach Ministries
 - Bob Wiederhoeft Finance
 - Randy Trollop Personnel Ministry
 - Mark Clark Property Ministry
 - Jeanne Willems Social Ministry
 - Karen Wegge Social Ministry - Alternate
 - Juli Antonson Worship Ministry
 - Nick Josiger Worship Ministry
 - Terri Fronek Treasurer (Appointed)
 - Beth Hanen Financial Secretary (Appointed)
 - Denise Skare Council Secretary (Appointed) – Worship Ministry

APPROVAL OF 2023 ANNUAL MEETING MINUTES DATED: JANUARY 29, 2023:

- A copy of the 2023 Annual Meeting Minutes dated January 29, 2023, were included in the packet of information distributed to the congregation this morning for review.

- President Herb Heyne asked if there were any questions, additions, or corrections to be made to these minutes. There weren't any. Motion was made by Mark Clark and seconded by Jonnie Malm to approve the minutes. There was no further discussion on the motion. Motion carried unanimously.

NOMINATIONS FOR CONGREGATIONAL COUNCIL & BALLOTING:

- President Herb Heyne read the names of the nominees for one open position on the Church Council this year:
 - Mark Clark
 - Phil Bickley

Their photos and biographies are presented in today's Annual Report. Both nominees were present in person at today's meeting.

- There are 3 Council members leaving as their terms in office are up: Pam Clark, Jeanne Willems, and Vicki Mrotek.
- President Herb Heyne asked if there were any other nominations from the floor. He is required to ask that question three times. There weren't any. Nominations for office were then closed and the balloting was closed. The ballots were collected to be counted while the meeting continued from the floor. Results will be announced later in the meeting.

APPROVAL OF VOTING MEMBERS FOR SYNOD ASSEMBLY ON MAY 20, 2024:

- The following is a list of the voting members from our congregation who will be attending the Synod Assembly this year on May 20, 2024, in Appleton: Phil Bickley, Helen Bickley, Denise Skare, Bob Wiederhoeft, and Terri Wiederhoeft.
- Motion made by Mary Wittich and seconded by Debra Shafranski to approve the names of the congregants who will be attending the Synod Assembly on May 20, 2024. There was no further discussion on the motion. Motion carried unanimously.

PRESENTATION OF NARRATIVE BUDGET & APPROVAL OF 2023 SPENDING PLAN:

- Mark Gleisner, chairperson of the Finance Ministry, narrated the 2023 Annual Spending Plan together with a power point presentation to the congregation.
- The proposed Budget/Spending Plan for 2024 is **\$548,000.** Mark went through the five spending categories outlined in the pie chart and what percentages are projected to be spent:

➤ Congregational Support: 24%	Worship: 30%
➤ Service: 12%	Learning: 22%
➤ Witness: 12%	

As projected the Operating Income matches the Operating Expenses which means this is a balanced Spending Plan.

- Motion made by Keith Rusch and seconded by Ken Landwehr to approve the 2024 Narrative Budget as proposed at today's meeting. There was no further discussion on the motion. Motion passed unanimously.
- The meeting was opened up to the congregation for any questions or suggestions. There were none.

APPROVAL OF CONSTITUTION UPDATES:

- President Herb Heyne read the constitutional amendments to be approved at today's meeting:

Every 3 years at Churchwide Assembly amendments to the provision of the Model Constitution for Congregations are submitted and approved. The most recent amendment is to the Model Constitution were approved in August of 2022. Saint Andrew Council has approved and recommends to the congregation that the amendments to the mandatory provision (as summarized in the document Amendments to the Model Constitution for Congregations 2022) be adopted by Saint Andrew Lutheran Church.

- Reference was made to our constitution:

***C16.04** – This congregation may be amended to bring any section into conformity with a section or sections, either required or not required, of the *Model Constitution for Congregations of the Evangelical Lutheran Church in America* as most recently amended by the Churchwide Assembly. Such amendments may be approved by a majority vote of those voting members present and voting at any legally called meeting of this congregation without presentation at a prior meeting of this congregation, provided that the Congregation Council has submitted by mail or electronic means, as permitted by state law, notice to this congregation of such an amendment or amendments, together with the council's recommendations, at least 30 days prior to the meeting.

Motion made by Bob Wiederhoeft and seconded by Pam Clark to approve the amendments to our constitution to be in conformity with the Model Constitution for Congregations.

- Saint Andrew Lutheran Church Council also approved and now recommends the following three amendments our constitution which we will approve *en bloc*:

To further clarify the term of an endowment committee member:

C5.05.03 b) No Committee member shall serve more than 2 (two) consecutive 3 (three) year terms plus any time fulfilling a term due to a vacancy.

To remove Finance Ministry approval of Endowment Committee grant recommendations;

C5.05.04 f) Submitted grant requests will be received by the Endowment Committee who will research and make their recommendation to Council for action. This process can take place any time during the year.

To be in conformity with mandatory provision **C5.04** where it states the congregation elects among its voting member laypersons to serve as voting members of the Synod Assembly. This council responsibility was amended to

C12.04 k) To appoint the required number of voting members and a like number of alternates to the Annual Synod Assembly in the event voting members were not elected at the annual congregation meeting.

Motion made by Mark Clark and seconded by Dan Malm to approve the amendments as presented at today's meeting. There was no further discussion on the motion. Motion passed unanimously.

STAFF RECOGNITION AND EXITING COUNCIL MEMBERS:

A. Staff Members: Joel Freiberg
Patrick Kieper
Jenna Diedrich
Joy Mitchell
Jonathan Smith
Kerry Fehrman
Pastor Gary Forseth

Sextons: Camille Doering
Martin Vargas
Kaylee Krueger

Council Members Completing a Three-Year Term:

Jeanne Willems
Vickie Mrotek
Mark Clark

COUNCIL ELECTION RESULTS:

The votes were counted and **MARK CLARK** was voted in to be on the Church Council in 2024. Phil Bickley will serve as an alternate to the council should any of the members are unable to attend a Council meeting during the year.

CLOSING PRAYER

Pastor Gary led the congregation with the Lord's Prayer.

ADJOURN:

- There was no further business to discuss. Motion made by Dan Malm and seconded by Naomi Fischer to adjourn the 2023 Annual Congregational Meeting. There was no further discussion on the motion. Motion carried. The meeting was adjourned at **10:58 a.m.**

**MINUTES RESPECTFULLY SUBMITTED BY:
DENISE SKARE, CHURCH COUNCIL SECRETARY**

2025 Council Nominees

Keith Hiltz



I was fortunate to work in education for 36 years and throughout that time I learned much about working with youth and their families. Families and youth seek authentic experiences that meet their current and future needs and interests. Further, I have my own family and adult children from whom I have learned much.

I am constantly engaged in my own spiritual growth and, as part of my professional life, have always worked to engage adults in growth experiences. Adults seek variety and choice of relevant options for their personal growth.

Community is based on common goals and everyone engaging in the work. The plan that Pastor Gary has developed strives to meet these ends.

Randy Trollop



I am not sure how I can personally help, but I will strive as a council member to get Sunday school up and running again, without it I don't know how we can expect to grow our church.

Adult spiritual growth is kind of a personal decision, but I will encourage friends and family to be an active part of our Saint Andrew family and worship.

Strengthening our sense of community is a little vague, but if it means helping Saint Andrew become more involved and aware of our community I will help in any way I can.

Karen Wegge



I have been a member at Saint Andrew for 17 years and I have served on the SALC Council for the past two years. I participate in the bell choir, other music special events, Social Advocacy Ministry, and volunteer for Saint Andrew community projects. I also served on the most recent Ministry Site Profile committee.

I recently retired from education after 34 years of service. I believe my teaching and administration experience bring a unique skillset to the council. I strive to value, respect and include all people. I am committed to creating a welcoming and supportive environment at SALC and in the community.

I can help to strengthen our sense of community by listening and leading with a compassionate heart. To me, leading with a compassionate heart means reflecting Christ's care for all people. By working together, we can share God's love and make a difference in each other's lives and in the lives of others.

Categories for 2025 Narrative Spending Plan

This does not include the thousands of hours done by volunteers

Worship

Planning, Preparing & Preaching Worship Services each Week
Seasonal Worship Services
Communion, Altar Guild, Worship Materials
Ushers, Acolytes, Readers, Greeters, Sextons
Children's Sermons, Nursery
Organists, Choirs, Cantatas, Rehearsals, Cost of Music, Music Selection
Equipment & Instrument Maintenance
Live stream/Public access broadcasts

Learning

Bible Studies, & Baptism & Adult Classes
Book Club & New Member Sessions, Library
Sunday School, VBS, Confirmation, Bible Camp
Confirmation Camp. Christmas Program
Youth Activities & Mission Trips
Youth Gatherings & School Supplies
ZOOM Virtual Learning Opportunities

Witness

Benevolence - ELCA & LWR
Benevolence - Local
WRV Conference & ECSW Synod Assemblies
World Hunger
Community Care & Partnerships
Community Events & Outreach
Good Samaritan Fund

Service

Red Cross Blood Drive
Food Pantry, Empty Bowls, Food Baskets
Quilting, Prayer Shawls
Gift Cards, Gas Cards
Noisy Offerings
Warming Center Volunteers
Meals (Advent Soup/Supper, Thanksgiving, Shelter, etc.)
Hygiene supplies, school supplies, Christmas gifts

Congregational Support

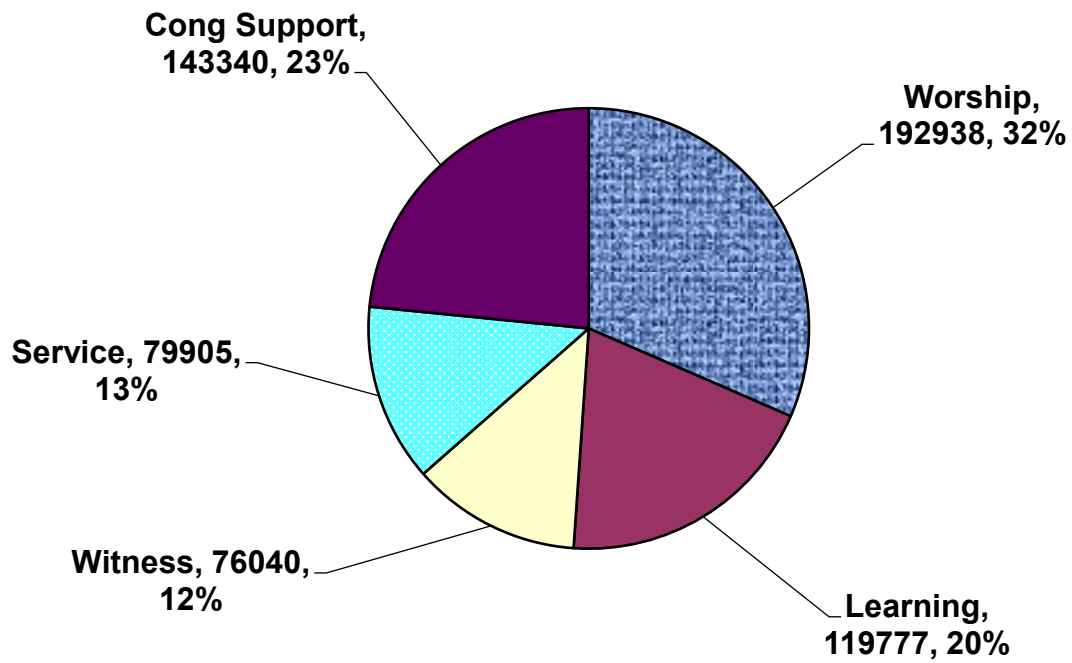
Planning, Preparing, and Doing Weddings, Funerals, & Baptisms
Visitation to Members in Hospitals, Nursing Homes, & etc
Counseling & Member Support in Time of Need
Church Council & Church Website
Stewardship Expense & Giving Envelopes
Devotionals Inserts & Christ in Our Homes
Outreach

Overhead

Building & Grounds Maintenance
Office Expense, Property Insurance, Utilities
Treasurer, Bookkeeper, Financial Reporting, Mortgage
PLUS Anything that does not fall in a category above.

2025 Narrative Spending Plan

Total \$612,000



2025
SPENDING PLAN

OPERATING INCOME

GENERAL OFFERINGS	582,100
SEASONAL OFFERINGS	21,500
NOISY OFFERINGS	2,400
BUILDING USE DONATIONS	1,800
INTEREST INCOME	4,200
TOTAL OPERATING INCOME	612,000
TRANSFER FROM CONTINGENCY FUND	0
TOTAL INCOME	612,000

OPERATING EXPENSES

OUTREACH MINISTRIES	
REGULAR BENEVOLENCE	37,750
EXTENDED MINISTRIES	
WORSHIP	13,230
FAITH FORMATION	13,400
MEMBER OUTREACH	1,650
SOCIAL MINISTRY	0
FELLOWSHIP	0
STEWARDSHIP	3,250
PERSONNEL	372,281
COMMUNICATIONS	5,000
LEADERSHIP & DEVELOPMENT	1,000
OFFICE SUPPORT	23,100
PROPERTY CHURCH SITE	77,559
SUB-TOTAL	548,220
CHURCH FIXED EXPENSES	60,430
FINANCE EXPENSE	3,350
MORTGAGE EXPENSE	0
TOTAL OPERATING EXPENSES	612,000
TRANSFER TO DESIGNATED FUNDS	0
TOTAL EXPENSES	612,000
EXCESS OPERATING INCOME / (EXPENSE)	0