



Church Council Meeting Minutes

Shepherd of the Mountains Lutheran Church, Park City, Utah
August 14, 2023

Jennifer opened in prayer at 6:00pm.

Attendees: Pastor Rob, Jennifer L, J.J, Dave V, Julie C, Mary A, Ann M

Attendees via Zoom: Alison V, Stephanie H

Regrets: Matt C, Lisa S

Agenda Topics

- Pastor Rob Schedule:
 - Review of his crazy September. See his report for details.
- Congregation Meeting/Stewardship:
 - Congregation Meeting is November 12th following 10:00am service.
 - Stewardship goal is get 50 families to pledge, up from 38 the previous year.
 - Following schedule for Committee talks at service:
 - 9/17 – Jennifer kicks off
 - 9/24 – Mary (Property)
 - 10/1 – Steph (Worship)
 - 10/8 – Ann and Lisa (Fellowship and Social Ministry)
 - 10/15 – Matt (Youth)
 - 10/22 – Pastor Rob and Dave wrap up
 - Want to rename Pledge Sunday.
- Budget Planning:
 - Dave will send Budget vs Actual, and Activity Reports to Council so committee chairs can draft their proposed budgets.
 - 10/27 - Dave will have draft budget to Council for review
 - 10/31 - Council to approve budget via email
 - 11/5 – proposed budget available electronically with hard copies at church
 - 11/12 – Congregation Meeting for budget approval
- Job Descriptions:
 - All staff job descriptions have been completed.
 - Mary to forward Heather's to Pastor Rob.
 - Jennifer will work on a consistent format for these.
 - Need roles and responsibilities for each committee.

Committee Reports/Updates

- Pastor Report:
 - See report previously emailed.

- Safe Haven Policy re: Sunday School:
 - Need one additional person to support Erin during Sunday School. Always need two adults for any youth activity.
 - Volunteers need to be adults only.
 - Jennifer to contact Hope to create a Sign Up Genius for volunteers. Sign-up sheet will be posted on the kiosk in the Narthex as well.
 - If there are no volunteers there will be no Sunday School.
- Staff Performance Reviews:
 - SOM Constitution states the Exec Team is the Personnel Committee and therefore, the team will handle all staff reviews.
 - Only Pastor and Hope need performance reviews.
 - Reviews should be done in conjunction with the budget process.
 - Pastor will provide input on Hope's review.
 - Staff reviews should be completed sometime in October.
- Finance:
 - See report previously emailed.
 - Chesley Electric volunteered their services with our electrical needs post basement flooding. Dave will send a thank you letter to them and put something in the Epistle.
- Worship:
 - See report previously emailed.
- Property:
 - See report previously emailed.
 - Update on sound mitigation in Fellowship Hall: contacted 3 companies, acoustic panels may cost less than \$4K, carpet may cost \$5k to \$8k. Nothing is budgeted for this work.
 - Storage room cleanup – each committee needs to go through items for purging or keeping. May pick one day for all to come in and clean up. Property would like this to be accomplished in September. Kitchen needs cleaning out as well.
- Fellowship:/Social Ministry:
 - See report previously emailed.
 - 29 currently signed up for Enchilada lunch on 8/20.
 - Potluck on History Day will be cold food so no one spends time in the kitchen.
 - Getting more volunteers for Fellowship on Sunday.

Other Business

No new business.

Pastor Rob provided closing prayer. Meeting adjourned at 7:32pm.

Next meeting is Monday, September 11, 2023 at 6:00pm.