

Administrative Council Meeting -- December 6, 2018

Present: Eric Backsen, Ted Schmidt, Pat Johnson. Pastor Ruth Ann Loughry, Carol McDivitt

Absent: Lee Holmquist, Joe Asmus, Leo Salazar, Nancy Judson

Guests: Mark Francis

The meeting was called to order by Eric Backsen at 6:35 pm. Minutes for the October council meeting were reviewed. Pat Johnson moved approval; Ted Schmidt seconded the motion. The minutes were approved unanimously. The Treasurer's Reports were reviewed and approved as prepared by voice vote.

The following resolution was presented by the Treasurer (Carol McDivitt) and approved by unanimous vote:

Pursuant to the adopted policies of King of Glory Lutheran Church, the President and the Treasurer are the only persons who have authority to sign checks or set up ACH or Debit Card transactions.

After December 31, 2018, the following two persons will have signing authority for the congregation's accounts: Eric Backsen (President) and Mark Francis (Treasurer). Carol McDivitt will be removed from the signature card.

This authority extends to both of the congregation's accounts at Guaranty Bank and Trust Company: Account 156744 (Primary Checking) and Account 503040439 (Money Market/Capital Improvements).

Pastor Ruth Ann's annual report was reviewed by the council. At this point, the Nominating Team has secured nominees for Vice- President (Brian French), Treasurer (Mark Francis), At-Large Members (Ted Schmidt and Roxanne Salazar). Eric Backsen (President), Nancy Judson (Secretary), and Lee Holmquist (At-Large) will serve the second year of their current terms.

Pastor Ruth Ann requested that \$25,000 of her salary for 2019 be earmarked for housing allowance, per the requirements of the IRS code. Pat Johnson moved that the council approve this request; Ted Schmidt second the motion. It passed unanimously.

Per Leo Salazar's written recommendations, **Pat Johnson moved and Ted Schmidt seconded that the proceeds of the Christmas Bazaar will be divided as follows:**

- **\$4,000 each to KidsPak, Lutheran Campus Ministry (CSU), and Sky Ranch.**
- **The remainder of the proceeds (currently \$3,742.51) will be placed in a Dedicated Fund for Faith Formation Ministry.**

The motion was approved unanimously. The checks will be sent to the organizations by the end of this fiscal year. A "ceremonial" check will be presented in worship sometime in January of 2019.

Pastor Ruth Ann noted that office staff will be on vacation December 26-28. The council agreed that the office could be open from 9 am to noon on those days.

Ted Schmidt noted that a new Continuing Resolution has been prepared that combines the Property and Infrastructure Teams. This will be considered in January.

Plans for the Annual Meeting on December 9 were discussed. Eric will prepare the Power Point and Carol will provide financial/budget slides. The date for council installation will be on Sunday, January 13, 2019.

The meeting was adjourned at 7:40 pm.

Nancy Judson, Secretary