

**Christ the King Lutheran Church  
Congregation Council Meeting Minutes  
December 18, 2017**

**Voting Members Present:** Pastor Langknecht, Bill Hiatt, Leigh Chowdhary, Tom Cooper, Tom Kalka, Mitch Kiffe, , Jeanne McKinley, Marie Petersen, Mark Spoto, and Allen Wild .

**Voting Members Absent:** Allie Peters and Steve Wilson

Pastor Langknecht opened the meeting with prayer.

**Call to Order:** President Kiffe called the meeting to order at 7:45 p.m. with a quorum present.

**Approval of Minutes:** A motion by Bill Hiatt to accept the minutes of the November 20, 2017, Congregation Council meeting was seconded. **Motion carried.** The minutes were emailed prior to the meeting.

**Reports:** Ministry Activity Reports were emailed to the Congregation Council before the meeting.

**Pastor:** Pastor Hank will be attending a Synod meeting on Saturday, January 6, 2018 on The “New Connections” campaign. Anyone interested in attending should contact him. A communication plan is being developed to improve interior and exterior signage. On January 7, 2018, there will be a guest preacher at both services. On February 4, 2018, there will be a new member reception. Karen Utter gives the names of Sunday service visitors to Tom and Jane Cooper and Leigh Chowdhary also keeps a list of visitors. Letters are sent to visitors who attend more than one time. Karen Utter is recording room reservations, supervising service visits, and updating the calendar. Pastor Hank is volunteering at the LAMB Center.

**President:** President Kiffe received a request from the “ELCA Fund for Leaders” to support the Synod’s goal to provide scholarships to those who attend seminary. He will pass the request on to the Service Committee. On January 5, 2018, yearly committee reports are due to Karen Utter to be included in the “Annual Report of the Congregation” document. A sample of last year’s document will be sent out to committee chairs. A motion by Bill Hiatt that the Congregational Life Committee will administer the Sunday Nursery Program and monitor the access viability and cost effectiveness of the program was seconded. **Motion Carried.** The performance management of the Nursery Program staff will be done by the Staff Relations Committee

**Vice President:** Vice President Spoto indicated that the Information Technology team reports that the training by Cox on the phone system will take place on December 28, 2017 with Karen Pramis, Heidi Toloczko, Karen Utter, and Pastor Langknecht attending the session. The Long Term Planning Committee is being formed.

**Treasurer:** Reports were emailed before the meeting. Bill Hiatt reported that there is a \$12,000 deficit as of December 18, 2017. Reimbursements for committee expenditures are due to Karen Pramis by December 20, 2017.

**Finance:** Allen Wild reviewed the “2017-2018 Budget Worksheet.” A motion of acclamation by President Kiffe was given to Allen Wild for his years of faithful service, compassion, and dedication.

**Property:** Tom Cooper presented the Facility Use Policy and the Child Protection Policy. After discuss a motion by Mark Spoto to accept the Facility Use Policy as amended was seconded. **Motion carried.** A motion by Mark Spoto to accept the Child Protection Policy as amended was seconded. **Motion carried.** Both policies will be posted on the church’s website.

**Stewardship:** Tom Kalka reported that 60 households have pledged \$426,000 as of this date.

**Learning:** Leigh Chowdhary’s request that King’s Kids staff be involved in the “Memorandum of Understanding” (MOU) study between Christ the King Lutheran Church and King’s Kids Preschool in June 2018 was approved by the council. In the meantime, President Kiffe will contact the church’s internal Audit Committee to have them review the MOU document and focus on areas that have a dollar amount. The Audit Committee will then look at what was actually spent by Christ the King in the areas of utilities, insurance, cleaning, and use of office machines (copier) to determine if the cost reimbursement in the MOU agreement is in line with actual usage and cost. The Audit Committee will prepare a report to be presented to the council in April, 2018.

**Old Business:** President Kiffe will contact Kristine Heine to see if she is interested in serving as Leader of Growth and Richard Wardian in serving as Leader of Raising Funds for the “New Connections” Synod campaign.

**Important Dates:**

**January 5, 2018 - Reports due to Karen Utter for the “Annual Report of the Congregation” booklet.**

**January 15, 2018 – Next Congregation Council Meeting at 7:30 am.**

**February 4, 2018 - Congregational Meeting**

**Adjournment:** A motion by Bill Hiatt to adjourn at 9:00 p.m. was seconded. **Motion carried.**

Respectfully submitted,  
Marie Petersen  
Congregation Council Secretary

Approved