



December 9, 2025 Executive Committee Meeting Minutes

Date: 12-09-2025	Time: 8:30 PM	Location: Fellowship Hall
Attendees: Pastor Dan, Deacon Savannah, Pastor Steve, Kelly Meyers (Church Administrator), Tom Getchius (President), Julie Maes (VP), Kirsten Stenoien (Treasurer), Rick Ites (Financial Secretary), Kim Whalen (Secretary)		
Call To Order: 8:22 PM Adjourned: 9:36 PM		
Approval of November 2025 Meeting Minutes: plan to approve via email as we ran out of time		

Action Item	Who	Status	Expected Completion date
Put together 2026 holiday calendar	Clergy + Kelly	In Progress	Dec 2025
Staff meeting discussions about (1) how to communicate typical "office hours" (2) required working dates by position	Pastor Dan and Julie M.	Complete	Nov 2025
Write and sign letters to clergy with approved housing allowances	Tom	In Progress	Dec 2025
Make sure Christina is compensated for time spent transferring music to Amplify	Julie	In Progress	Dec 2025
Detailed proposal for personnel budget	Julie	In Progress	Dec 2025
Consider gradual step-up of FICA benefit for future years (item from 2024 budget meeting and 2025 budget meeting)	Executive Committee	Future	Revisit during budgeting for 2027

Pastor Steve's Proposed Agreement

The current interim contract will finish on January 7, and Pastor Steve will take a vacation after that. The proposed plan is to have a second interim contract with Pastor Steve that will run from January 15 to April 30. The position would be half time (.5) focusing on Visitation needs, with a 3% cost of living increase over the previous contract. The contract will allow for one weekend a month off. This fits within the personnel budget. Dan and Steve have discussed.

Rick I. moved to approve the agreement, Kirsten seconded. All voted to approve.

2026 Budget

Kirsten presented the current draft of the budget

Ideas for balancing budget (currently – without Dec numbers yet – looking at 36,000 deficit

Kirsten proposed a possible way to make up the 36k deficit would be to do these three things:

1. bump up income by 10k
2. save seal coat of parking lot for 2026
3. don't get a tent for Welcome Weekend

Other than those, personnel and benevolence are the other big dollar items, and we don't want to have to reduce those.

Other Topics

- Christina Brantner spent 50 hours of own time to transfer music to Amplify and only made it to "D". She will be compensated for this time.
- Discussed adding something to columbarium area for leaving flowers, but not in much detail. We will revisit this at a later meeting.
- MN Paid Leave - Julie M. would like to keep language in the guidebook relatively general, but we need to state some things like will we make up any differences, will PTO need to be used, etc. Julie will put together a draft.