

**PEACE LUTHERAN CHURCH**  
APPROVED Board Meeting Minutes  
December 15, 2025

**I. Call to Order:** 6:33 pm by Cathy Rieckenberg at Peace Lutheran Church.  
**II. Members Present:** Karen Dressel, Bill Helfritz, Dan Nelson, Jon Peterson, Ted Pew, Cathy Rieckenberg, and Pastor John Hopper

**Absent:** Tory Schmidt

**Others:** Dan Cowger, Julie Potter, Jake Bohler

**III. Devotions:** Done by Cathy Rieckenberg

**IV. Open Forum:**

Dan Cowger and Julie Potter presented information on the budget planning process.

Jake Bohler had a questions on the status of the building addition: Status-out for quote? How will the vote work?

**V. Adopt Agenda:** Addition of VIII D – Front Door Security

*Motion to approve Ministry Board Meeting Agenda as amended. Bill / Jon/ Carried*

**VI. Approval of Minutes**

A. Approval of Ministry Board Meeting Minutes from November 17, 2025.

*Motion to approve the November 17, 2025, Ministry Board meeting minutes as amended. Jon / Bill / Carried*

**VII. Reports:**

A. Financial Report:

Reviewed Financials: Julie and Dan reviewed Finance Ministry Team minutes.

*Motion to approve Financial Report as amended. Ted / Dan / Carried.*

*(under Old Business: 2025 pledge total printed as \$34,336 was updated to the correct \$341,326)*

B. Pastor's Report:

*Motion to approve Pastor's Report as written. Dan / Karen / Carried.*

C. Mark's Report:

*Motion to approve Mark's Report as written. Bill / Jon / Carried.*

D. Design Team Report / I-Team Report: *Meeting scheduled with Nor-Son, January 5, 2026*

*No Motion required.*

E. Ministry Team Reports

- Finance – presented by Dan Cowger
- Property – will hire mowing for 2026. Snow removal will also be reviewed. Need ‘Thank You’ to Jerry Berg and Kris Hanson for their services.
- Worship & Music – cut their budget by \$1,000.

*Motion to accept Ministry Team Reports as written. Bill / Dan / Carried*

### **VIII. Old Business:**

- A. Strategic Planning: Cathy is reviewing the spreadsheet from Ann Goebel, and will take the lead- continue to work with the plan and review after the first of the year.
- B. Pastoral Call Committee: profiles posting January 5, 2026 on LCMC and Augustana sites.
- C. Christmas Eve Worship: reviewed the schedule for volunteers
- D. Front Door Security: A motion was made to approve added security for the front doors, not to exceed \$2,600. Funding will come from the ERTC (Employee Retention Credit (COVID) monies.

*Motion to add security for the front doors, not to exceed \$2,600. Dan/Bill/Carried*

### **IX. NEW BUSINESS:**

- A. Love INC Facility Use Fee Waiver: Love INC has requested to use Peace on February 17, 2026, from 4:00-8:00 pm for their annual meeting and to have the fee waived. Discussion.

*Motion to approve the fee waiver for Love INC facility use request for February 17, 2026. Dan / Ted / Carried*

- B. Minnesota Paid Family and Medical Leave Employee Manual Update: As presented by Julie Potter in the November Ministry Board Meeting, Minnesota passed a new Family and Medical Leave Act. Discussion regarding update to Employee Manual to reflect this change. A letter will go into each employee's folder.

#### **Original Wording**

- 9.1 FAMILY AND MEDICAL LEAVE ACT (FMLA)  
PLC shall comply with all FMLA provisions.

#### **Updated Wording**

- 9.1 FAMILY AND MEDICAL LEAVE
  - A. Family and Medical Leave Act (FMLA)  
PLC shall comply with all FMLA provisions.
  - B. Minnesota Paid Family and Medical Leave (PFML)  
Minnesota Paid Leave provides payments and job protections when employees need time off to care for themselves or their family. PLC shall comply with all PFML provisions. Details on how to take Paid Leave can be found at paidleave.mn.gov or by calling 651-556-7777 or 844-556-0444.

*Motion to approve the Minnesota Paid Family and Medical Leave Employee Manual Update as written. Dan / Karen / Carried*

### **X. Adjourn**

*Motion to adjourn the meeting. Bill /Jon / Carried. Adjourned at 8:35pm*

### **XI. Closing Prayer**

### **XII. Information**

- Next meeting January 19, 2025, | Executive Board Meeting January 15, 2025
- January Meeting Devotions: Karen Dressel
- January Communion Assistant / MB serving: Ted Pew and Tory Schmidt