

**IMMANUEL LUTHERAN CHURCH**  
**Council Meeting Minutes**  
**December 16, 2025 5:30 p.m.**

**ATTENDEES**

X Pastor Ian Hewitson	X Brian Marquart
X Char Kinzer	Tom Nixon
Bonnie LaPierre	X Peter Nordell
X Debbie Lindahl	X David Pundt
	X Paula Traylor

**OPENING PRAYER:** Peter Nordell offered the opening prayer.

**CALL TO ORDER:** Char Kinzer called the meeting to order at 5:35 p.m.

Addition(s) to Agenda: New Business #6: Year End Bonus for Staff

Agenda Acceptance: Brian Marquart moved to approve the agenda as amended. Debbie Lindahl seconded his motion, and it was approved on a voice vote.

**READING OF THE MISSION STATEMENT**

Immanuel Lutheran Church is a community of faith that welcomes all people:

- to GATHER in worship
- to GROW in God's Word and grace
- to GO forward in faith to serve others in Jesus' name

**CELEBRATING THE JOYS OF IMMANUEL:** The addition of Brian Marquart to the Council, Women of Immanuel approving the donation of \$13,000 to various charities, Bill Langton's recovery from a neck injury.

**DISCUSSION OF COUNCIL MINUTES for December 2, 2025**

**FINANCIAL REPORT**

Discussion

Acceptance: Brian Marquart moved the Financial Report be accepted. Paula Traylor seconded his motion, and it was approved by a voice vote.

**COMMITTEE REPORTS**

1. Finance/Budget Proposal – Nancy Evans:
  - a. Brian Marquart moved that the Immanuel Forward balance be kept at \$2,500 as a buffer, after the monthly mortgage payment is made, and any additional funds be applied to the principal on the mortgage. Debbie Lindahl seconded the motion, and it was approved.
  - b. Char Kinzer made a motion that if the house was not rented by the time spring taxes are due, taxes would be taken from the account 'Area of Greatest need'. Debbie Lindahl seconded the motion, and it was approved.

**OLD BUSINESS**

1. Immanuel Forward project – update:

- a. A draft lease has been prepared, and the earliest we could be ready to rent might be February.
- b. Randy Stanfield replaced three windows with the help of Amy to allow for egress and safety compliance.
- c. George Erickson has volunteered to paint two bedrooms.
- 2. Set date for Governance documents and structure council retreat: The Council will meet on Saturday, January 10, to prepare documents for congregation review before the annual meeting.
- 3. Immanuel Interim Transition Team Plan: A couple of members have volunteered to be on the Interim Transition Team. Council members will think of others to serve with a January goal of starting the process.

## NEW BUSINESS

- 1. Facility Use Policy: Peter Nordell moved that the Facility Use Policy be approved with noted edits. Pastor Ian seconded his motion, and it was approved by a voice vote.
- 2. New Member Recognition December 21 – note Council approval of receiving new members.
- 3. Pastor Ian made a motion to receive into membership at Immanuel Lutheran Church of Crosby, the following persons: Randall & Geraldine Cronk and Mikah, Harry & Susanne Heckart, Ron & Nancy Meyer, Gail Mueller, Leif & Melissa Gustafson, and Brian & Jackie Wood with Colton, Addison, Carly. David Pundt seconded the motion, and the motion passed.
  - a. Brian Marquart will announce new members' names at the service on December 21 and welcome them into full Immanuel Lutheran Church membership.
- 4. Transfer of membership for Adrian & Jean Olson: Peter Nordell moved that we honor the request for Adrian and Jean Olson to transfer their membership to Howard Lake. Brian Marquart seconded his motion, and it was approved by a voice vote. Council Secretary David Pundt signed the official transfer form.
- 5. Christmas Eve Services: No action.
- 6. December 28 service – Lessons & Carols: It was decided that we would have a special “Lessons & Carols” service instead of a regular service on Sunday, December 28. Mark Carlson has offered to lead that service.
- 7. Year-end bonuses for staff: Brian Marquart proposed a formula to grant the staff a year-end bonus based on full-time versus part-time employment. Paula Traylor seconded his motion, and it was approved by a voice vote.
- 8. The Council received, with regrets and appreciation, a letter of resignation from Council member Jerry DeCent.

## COMMUNION ASSIGNMENTS FOR FEBRUARY

February 1: Paula Traylor  
 February 15: Peter Nordell

February 8: Bonnie LaPierre  
 February 22: Char Kinzer

## THE LORD'S PRAYER

**ADJOURNMENT:** Pastor Ian moved that we adjourn at 7:19 p.m. His motion was seconded by Paula Traylor. The meeting was adjourned.

**NEXT COUNCIL MEETING** January 13, 2026