

HALFWAY CREEK LUTHERAN CHURCH
VISION BOARD MEETING MINUTES
November 13, 2025

MEMBERS: Carrie Payne, Amy Noel, Bette Pedretti, Nancy Holley, Michelle Olson, Wayne Atchley and Andrea Baxter

GUESTS: Jodi Anderson

ABSENT: Patti Happel, Nicole Stumlin, Olivia Nedoba and Ema Nedoba

Call to Order @ 6:01PM

Approval of Agenda - Motion made and seconded to approve agenda. Motion carried.

Devotion/Prayer - Nancy shared the poem "I shall only pass through this world just once."

Actions since last meeting: Approved 10/15/25 VB minutes via email.

Financial Report :

- We received the report with a review of the financials by Jodi.
- Noisy Offering:
 - November: Star Center - The **STAR Center** helps all **La Crosse**-area community members live their best lives through adaptive fitness programming, wheelchair sports and more. We have congregational members directly involved in this program.
 - December: ELCA Good Gifts along with ornaments on the tree.
 - January: Warming Center in La Crosse. Andrea will find out how we can also provide a meal.
- Motion made and seconded to approve the proposed 2026 budget. Motion carried. This will be presented at the annual meeting.

Ministry/Office Update: SAMs report - Reviewed Patti's activity during the month of Oct.

Music and Liturgy:

- Received a generous \$5000 donation during the month of October.
- Children's Christmas program is scheduled for December 14, 2025.
- Christmas Eve services are planned for 2PM and 4PM. VB asked that consideration in the future be given to a later service. December 24th is a work day for many and they will not be able to attend services here.

Old Business:

- HCLC Constitution Changes discussed at September 11 VB meeting were reviewed. Motion made and seconded to approve the changes to the HCLC constitution. Changes included at the end of this document. **NOTE:** Our constitution indicates in *C16.02. An amendment to this constitution shall: a. Be approved at any legally called meeting of this congregation by a majority of those voting members present and voting; and b. Be ratified at the next regular meeting of this. congregation by a 2/3 vote of those voting members present and voting. The posting of these minutes in the newsletter will be notification prior to the annual meeting.
- Supply pastor host: Patti has been able to fill this role on most Sundays. Will ask others to fill in when she is not here.
- Safety plan/policies: Michelle attended the La Crosse Area Security Network on November 1, 2025.
Key points:
 1. Most common safety/security issues are trips and falls, then other medical management. We should also give consideration to fire and/or evacuation plans to start.
 2. Any policies should ensure that we remain welcoming but safe.

3. What does our insurance policy reflect on incidents and injury to the congregation. Michelle will follow up with Jodi.
4. Who in the congregation already has the gifts to help in writing, resourcing and teaching any new policies developed?
5. Should consider some information for our rental property (reference guide).
6. Michelle plans to continue to attend these group meetings quarterly and would invite anyone to join her.
7. Next steps: Set up a education date with LaX Cty. Sgt. Kevin Bauer early next year. Wayne will begin planning when he could offer a CPR class.

New Business:

- We will not participate in Jingle Fest this year, but will plan a month in 2026 when our loose offering can support the Holmen Community Center.
- Time to start thinking about members of the congregation who would be good candidates to serve on the Vision Board in 2026. Both Andrea and Amy will be finishing their 4 year terms.

Closing Prayer

Adjournment: 7:30 PM

Next meeting(s): VB on Thursday, December 11, 2025 6pm

Future agenda:

- Review of church policies: Andrea/Patti
- Updates to Model Constitution: Amy
- La Crosse Area Synod RIC (Reconciling in Christ) Discernment document (dated 8/8/25) - next steps.
- Sharing of Patti's goals for the coming year.

Constitution Changes approved by HCLC VB on November 13, 2025

Chapter 9. ROSTERED MINISTER: ADD

C9.32. Consistent with the faith and practice of the Evangelical Lutheran Church in America, conduct of Synod Authorized Ministers will be held accountable to the [Definitions and Guidelines for Discipline of Rostered Ministers](#).

A. Synod Authorized Ministers (SAMs) are trained lay members that are called to word and sacrament ministry in this congregation under the blessing and authority of the Bishop. The Synod Authorized Minister may:

1. Preach and teach the word of God;
2. Preside at worship and administer the sacraments;
3. provide pastoral care and counseling to the members of the parish as needed;
4. Provide pastoral leadership for the meetings, activities, and organization of the congregation;
5. Encourage the congregation to support the total ministry of the ELCA;
6. Refrain from involvement in the call process unless requested by the Bishop;
7. Regularly attend meetings and participate in continuing education opportunities of the synod and conference.
8. For the purpose of being in relationship and ministry together in Jesus Christ, a synod authorized minister will spend an agreed upon number of hours per week in contact hours with people for worship services, visitation, new members, emergencies, visitation of the hospitalized and shut-ins, parish meetings, confirmation, funeral and their preparations, and

their preparations, administration, correspondence and other communication, counseling, office hours, preparation for meetings, travel between meetings and visitation, text study, monthly conference meetings, required synod meetings, and certain community functions), plus another day in preparation for sermons, classes, etc., either at home or at the church. Specifics of these expectations will be documented prior to authorization.

C9.33. The specific duties of Synod Authorized Ministers (SAMs), compensation, and other matters pertaining to the service of the SAM shall be included in a contract, which shall be attested by the Bishop of the synod.

C10.02. A special Congregation Meeting may be called by the [senior] pastor, the Congregation Council, or the president¹ of this congregation, and shall be called by the president of this congregation upon the written request of ~~10 percent~~ **quorum** of the voting members. The president of the Congregation Council shall call a special meeting upon request of the synod bishop. The call for each special meeting shall specify the purpose for which it is to be held, and no other business shall be transacted. **Reference: C10.04. 5 percent of the voting members shall constitute a quorum.**

C10.03. Notice of all meetings of this congregation shall be given at the services of worship on the preceding two consecutive Sundays or by mail to all voting members at least 10 days in advance of the date of the meeting. The posting of such notice in the regular mail, with the regular postage affixed or paid, sent to the last known address of such members shall be sufficient. **To extent permitted by state law, the posting of such notice alternatively be provided electronically.** ~~be done via electronic notice.~~ **Note: Matches language of C10.08 and C12.1.**

C12.01. The voting membership of this congregation Council, also known as the Vision Board, shall consist of the pastor(s) [and deacon(s)], **synod authorized minister** and seven to nine members of this congregation including the following officers: president, vice president, treasurer and secretary. The pastor(s), **deacon and/or synod authorized minister (SAM)** shall serve as an *ex officio* member of the council. ~~S/he shall have voice, but no vote.~~ Any voting member of this congregation may be elected, subject only to the limitation on the length of continuous service permitted in that office.

Reference: C10.09. "Ex officio" as used herein means membership with full rights of voice and vote unless otherwise expressly limited. This was an update to to 2022 model constitution and approved by the congregation.

Also updated in C12.11., C13.06., and C13.08

C12.05 The Vision board shall be responsible for the financial and property matters of this congregation.

C. Vision Board may enter into contracts of up to \$ ~~5,000~~ **\$10,000** for items not included in the budget.

D. Vision Board shall prepare an annual budget for adoption by this congregation, shall supervise the expenditure of funds in accordance therewith following its adoption, and may incur obligations of more than \$~~2,000~~ **\$5000** in excess of the approved budget only after approval by a Congregation Meeting. **If the issue is urgent or catastrophic, then approval will be by majority vote of the Vision Board and then communicated to the congregation.**

~~G. The Vision Board will appoint the Financial Secretary. The Financial Secretary is not a member of the Vision Board. The financial secretary shall track financial contributions made by members of this congregation, assure that recording and reporting of such contributions are done according to laws governing charitable contributions, issue regular reports of contributions to all members of this congregation, and provide members of this congregation with offering envelopes and/or other contribution tools. Note: Replaced with the financial assistant staff role.~~

C12.07. The Vision Board shall provide for an annual every three year review of the membership roster.

Chapter 13. CONGREGATION COMMITTEES

C13.01. The President and Vice President of this congregation and the pastor, deacon or synod authorized minister shall constitute the *Executive Committee* and may also include any other Vision Board members deemed necessary.

~~**C13.02.** The *Nominating Committee* shall consist of the vice president, and a minimum of two others. The two others serving on this committee shall be voting members of this congregation and shall be appointed by the Vision Board. The Vice President shall convene the Nominating Committee. The pastor serves as an advisor to this committee.~~

C13.03. An *Audit Committee* of three voting members shall be appointed by the Vision Board. Audit Committee members shall not be members of the Vision Board. Terms shall be three years, with one member appointed each year. Members shall be eligible for reappointment. shall consist of the financial assistant and the treasurer along with one member of the congregation appointed by the president to audit all financial records of the congregation. Results of the audit are presented at the annual meeting.

~~**C13.04.** *Mutual Ministry Committee(s)* (in the absence of a mutual ministry committee, the duties shall be fulfilled by the executive committee) shall be appointed jointly by the president [vice president²] and the rostered minister. Term of office shall be two years, with three members to be appointed each successive year.~~

Add: C13.09. A Property Team shall be appointed by the Vision Board. Members shall include the Head Custodian and members of the congregation. The Property Team shall serve in an advisory role as binding decisions are made by the pastor, deacon or synod authorized minister and/or the Vision Board .

Add: C13.010. A Music and Liturgy Team shall be appointed by the Vision Board. The committee should be lead by the Director of Music Ministry and shall include the pastor, deacon and/or synod authorized minister along with members of the congregation.