



Westwood Lutheran Church ANNUAL MEETING Minutes

February 12, 2023 – 9:50 a.m.

Hybrid Meeting in Sanctuary and Livestream

(Minutes will be approved at 2024 annual mtg)

- ✝ **Opening Prayer:** Pastor Jason Van Hunnik led a prayer of gratitude for the ministry and blessings in this congregation during the past year.
- ✝ **Logistics, Call to Order, Rules of Order:** President Laura Ramsborg discussed the logistics needed to hold this “hybrid” meeting with some members present in the Sanctuary and some Online in other locations, explaining that comments and votes may be made in person or by using the Chat box or QR code and that we will be voting on all motions at the end of Old Business. Laura called the meeting to order and announced that a quorum of at least 100 people were in attendance, thus satisfying the requirement of the Constitution. She then reported that Robert’s Rules of Order would be followed at the meeting and Karl Cambronne would act as our Parliamentarian for the event.
- ✝ **Secretary’s Report:** Secretary Gina Jacobson reported that the minutes of the February 13, 2022, Annual Meeting was published in ENews the week prior to this meeting and hard copies were available this morning for congregation review. She asked if there were any additions or corrections. Hearing none, she made the motion to approve the Minutes. The motion was seconded and a vote will be taken after the Old Business is completed.
- ✝ **Pastors’ Report:** Pastor Jason highlighted Westwood’s incredible year of transition with 3 congregation-wide votes all of which were navigated in healthy and thoughtful ways and resulted in overwhelming support. He thanked staff, the congregation, the Council, the Call Committee, financial management team, and all other committees and groups for their ministry, faithfulness, and commitment to Westwood. He mentioned our new Wednesday evening worship services and our continued commitment to our “Big Rocks” which include Vocation, Housing/Child Care; Racial Justice and Equity/LGBTQIA, and more.
- ✝ **Council Report:** President Laura Ramsborg highlighted Westwood’s milestones and accomplishments of the past year and praised the leadership team, dedicated staff, prayerful planning of Council, and the ongoing support of the congregation as the source of Westwood’s strength and solid foundation. She included a special thanks to Pastor Tania Haber for her 19 ½ years of leadership and service as Senior Pastor. She reminded us that we are voting differently this year and that instead of voting at time of each motion, we will vote on all motions at the end of Old Business.
- ✝ **Nominations Team:** Brenda Knutson, Chair, thanked members of the Nominating team for their diligent work in 2022 and read the following slate of Nominees: Nomination Team for Year 1 of 2-year term: John Scott, Justin Pouliot, and Sara Rowan. Nomination Team for Year 2 of 2-year term: Scott Hagen, Deb Waldorf, and Mark Zimmerman. Church Council: Kari Hentges, President-Elect (4 year term); Tom Hegblom and Marcia Rose, Representatives At-Large (3 year terms). Brenda made the motion to accept the Slate of Nominees to the positions and terms in office as stated. The motion was seconded and will be voted on following the Old Business.
- President Laura Ramsborg thanked all who served in leadership roles in the past year highlighting the ministry of Dave Guenzel and Anna Martinez as outgoing At-Large members on council.
- ✝ **Ministry Minute:** Pastor Jason highlighted the ministry of Jan Brown, who has been an active member in Westwood’s quilting group for several years.
- ✝ **Treasurer’s Report:** David Hill reported that the annual internal financial review audit for 2021 was completed in 2022 with no findings. Westwood experienced a great finish to 2022 and was able to meet its budget and then some. Record strong December. All Are Welcome Appeal completed May 2022 on time and

on budget. Prayer of Good Courage receipts very strong and Westwood is well on its way to its \$1 million dollar goal. Church Fund expenses were spot on. WECC expenses were 1% less. Prudent expense management. Dave thanked the congregation for their strong support. He reviewed slides found on the screen and on our website in the Annual Report. Presentation showed receipts and expenditures in the General Fund, WECC Fund, Capital Fund and Designated Fund along with an overview of Westwood Church and WECC revenues over the years. He pointed out the Operating fund balances are in good shape at year-end. Dave thanked the congregation for their generosity and support and made the motion to approve the 2022 Treasurer's Report. The motion was seconded. Voting to follow Old Business. The detailed report is on file in the church office.

✝ **2023 Proposed Budget:** Dan Albright, Chair of Finance Management Advisory Group, thanked the congregation and staff for an "outstanding" 2022 financial year. He reviewed the 2023 budget found on the screen and on our website in the Annual Report. He emphasized the proposed receipts and expenditures listed in the General Fund, WECC, Base Capital Fund, and the Prayer of Good Courage Fund. He thanked the congregation for their support and gifts and made the motion to approve the 2023 Budget. The motion was seconded and will be voted on following the Old Business. The detailed report is on file in the church office.

✝ **Vote to Approve Old Business:** President Laura Ramsborg announced that the Old Business of the meeting is concluded, and it is time to vote on the motions. She asked members to vote vocally or on-line with the QR code. Vote to approve the 2022 Minutes was unanimous YES. Vote to approve the Slate of Nominees was unanimous YES. Vote to approve the 2022 Treasurer's Report was unanimous YES. Vote to approve the 2023 Budget was unanimous YES. At end of meeting, votes will be confirmed and an announcement on the motion to approve all four business items will be made once online voting can be tallied.

✝ **Congregational Statistics:** Pastor Jason reviewed statistics on the screen, highlighting strong attendance at weekly worship with emphasis on 109% increase from 2021 stats for "in-person" worship attendance and 75% decrease for "livestream" worship attendance. He also pointed out Westwood added 47 new members and performed 29 baptisms in 2022.

✝ **Westwood Early Childhood Center Report:** Director Kellee Nelson reported a very strong year in spite of ongoing challenges of COVID and the early childhood staffing crisis. The year ended with a healthy fund balance and excitement around upcoming projects in 2023. 109 children were served (87 families); 31 employed staff. Kellee thanked the skilled and talented staff, the parents, and the congregation for their tremendous support!

✝ **Ministry Minute:** Pastor Jason highlighted the Pam and Jeff Muus family and their ministry and support of Wednesday evening services, a worship opportunity enjoyed by their entire family.

✝ **Community Partnerships:** Pastor Jason provided a summary of the many partnerships supported by Westwood highlighting Rise Early, STEP, support of food insecure students at Aquila and PSI; Arusha Road Lutheran Church, and the Dodoma Christian Medical Center. A complete list of community partners can be found on our website in the Annual Report. Pastor Jason thanked the Community Partnership team for their guidance and leadership. He thanked the congregation as well.

✝ **Lutheran Memorial Foundation:** Chris Finseth, Foundation President, shared the mission of the foundation and provided a report on the Foundation's work in 2022. Assistant Treasurer, Tim Hill, shared that grants of \$65,777 were given to support ministry at Westwood including grants enriching worship, improving the properties, providing educational opportunities, and supporting those in need. A complete list can be found online. Memorials of close to \$398,000 were received in 2022. Chris thanked the congregation for their support and stressed that every donation, large or small, is meaningful. He also mentioned that 2023 marks the 50th anniversary of the Westwood Lutheran Memorial Foundation and that a celebration is in the works for October 2023. He concluded his report by thanking current and past foundation board members.

✝ **Ministry Minute:** Pastor Jason asked everyone to be sure to read through the Annual Report found online to learn more about Westwood's Congregational Care ministries, our Music +Worship, Children, Youth & Family ministry and other vibrant programming. He highlighted the ministry of Michael and Kristina Seehusen and their faith journey and commitment to Westwood's youth ministry program.

✝ **Conclusion of Old Business:** President Laura Ramsborg reported voting is closed and announced that the motion to approve all four business items carried!

✝ **New Business:** President Laura Ramsborg asked congregation for any new business to discuss. None was offered.

✝ **New Pastor Update:** Pastor Jason shared the good news that a call for a new shared leadership pastor has been extended and accepted! The new pastor's name will be announced once she has informed her current congregation which will take place mid-April or thereabouts. July 1 is the anticipated start date. There will be a vote of affirmation in the spring.

✝ **Senior Pastor Recognition:** President Laura Ramsborg and Sara Moran, Director of Congregational Care, invited everyone to celebrate Pastor Jason as our new Senior Pastor confirming that he will continue to lead with strong faith, a bold vision, and good courage.

✝ **Prayer of Good Courage:** President Laura Ramsborg closed the meeting by leading the congregation in the Prayer of Good Courage.

Respectfully submitted by Gina Jacobson, Council Secretary