Shepherd of the Valley Council Meeting – July 21, 2026

Present: Mary Larsen (President), Carolyn Ciaccio (VP), Phil Smalley (treasurer), LaVon Downing, Terry Sittman, Don Wiese, Brian Carpenter, and Susie Smalley (Secretary)

Meeting was brought to order and, in thinking of Liz Beale during the last stage of her life, Carolyn wanted to read Liz's favorite verse from John 14:2-3 (NRSV Bible)

Call to Order:

† **approval of last month's minutes:** Carolyn motioned to approve the minutes from last month's council meeting, Terry Sittman seconded. Motion carried.

† **approval of agenda:** LaVon motioned to approve the agenda; Don seconded.

Old Business:

† **Pastor Leslie's report:**

- Pastor is on vacation; no report this month

† **visitor welcome gift bags:** Susie ordered, and has received, stickers and magnets to put in welcome bags for visitors. She is also working on a brochure and will work with Pastor with the details of what should be written on it.

† **bulletins:** Terry asked what's up with the bulletins. He pointed out that the size of the inserted songs is getting smaller again and it's very hard to read. Susie encouraged people to email Nathi to let him know they're hard to read and request he make them as large as possible. Terry questioned why we had to email him, which led to a discussion about how often he's physically in the office, which led to a discussion about job performance, which led to a discussion about employee reviews. The fact that he brings his child to work with him also needs to be addressed as being an issue.

Employee reviews have been done in September in the past and need to happen again for **all** SVLC employees.

New Business:

† **church picnic (Sept. 27, 2026):**

- Do we have enough tables, chairs, and tents? **Yes!**
  - tents in garage
  - tables can be wheeled out on carts
  - we have two racks of folding chairs
- We decided to organize a "setup date/time workday" the day prior and announce that we will be gathering at 'such and such time' to set up for the church picnic (similar to when we put up the butterflies, have workdays, etc.)
- Mary said Kris Tukker asked about having the church provide one main dish.
- Mary will work on a poster to put up at First Lutheran.

† **Thank you gesture to all our volunteers (Oct. 18, 2026):** Council would like to acknowledge all our *many* volunteers here at Shepherd of the Valley. On Sunday, October 18th perhaps Pastor can say a few words of acknowledgement during service [announcements?]
We also agreed to have something special during the coffee hour: (cake and more)

† **prayer list:** Terry brought up the length of our weekly prayer list and said a question was asked: "How long do people stay on the prayer list?" It seems the list keeps getting longer and longer. Carolyn said that, currently, there aren't any guidelines for how long, but she and Pastor are working on it.

† **committee reports:**

- **Finance Committee**:
  - **fire alarm:** Currently, we have an antiquated fire alarm that doesn't even connect to any emergency services. The current company (Johnson Controls) is from Chicago. This means we need to pay three hours of trip charges (on top of the bill for any repairs/service) each time we need them to come out.
    - local company's (Tech Systems) quote
      - installation: total of $3738.78
        - $3176.90 for panel and 'annunciator' (audible alarm)
        - $561.88 for installation of a 'communicator' (notifies the alarm company who in turn notifies the fire department)
          - one time cost
          - money will come out of memorial money (have $44,000)
      - monitoring: $600 annual cost
        - (money will be budgeted each year)
    - Finance Committee has already talked through this and recommends we go with the new system from the local company
      - Phil motioned, Don seconded. Motion passed unanimously.
  - **outdoor sign (corner of Harrison and Mulford):** Finance Committee is bringing a recommendation to Council to hire a company called Smart Signs to repair and restore our existing sign. They will also lengthen the area for the changeable letters (including some pre-made panels) and change the fluorescent lights to LED lights.
    - total cost for repairs and updating: $6018.63 (if new, it would be $15-$20K)
      - money will come from memorial money
    - Phil motioned to accept Finance's recommendation, Mary seconded. Motion carried unanimously.
  - **yard waste:**
    - regarding our garbage service: does it also include yard waste removal?
      - **yes!** just need to contact Phil so he can contact the waste removal company
- **Worship & Music Committee**: no meeting this month
- **Building and Grounds Committee**:
  - they talked about general maintenance
  - Don is in the process of getting quotes for repainting the eaves/soffits/trim.
  - garage was cleaned out – made quite a difference!
  - someone dropped off a chainsaw – don't know who

Motion to adjourn by Terry, seconded by Brian. Motion carried.

Meeting adjourned and closed with The Lord's Prayer

Next JOINT Council meeting: Tuesday, Aug. 18th at 5:30pm

Respectfully Submitted,
Susie Smalley