

## **Trinity Lutheran Church Council Meeting Minutes**

**Tuesday, March 11, 2025**

*(Approved by the Church Council on April 8, 2025)*

1. **7:00 PM ZOOM Call with Kris Kunkel from Lutheran Church Extension Fund about their Ministry Clarity program.** No Minutes taken during meeting. Church Council will have a special meeting on March 25<sup>th</sup> at 6:30pm to review and discuss the proposal from LCEF.

2. **8:09 PM Call to Order** – Chris Hoelter

3. **Opening Prayer** – Pastor Ek Yah

4. **Attendance and Approval of January 14<sup>th</sup> and February 4<sup>th</sup> Meeting Minutes**

In attendance: Chris Hoelter, Jim Riedl, Pastor Ek Yah, Pastor Hoelter, Suanne Frank, Ruth Gray, and Elaine Von Wald. On Zoom: Marsha Wolfe Absent: Amith Cunningham, Chuck Kunert, Edgar Burgos.

**Motion to APPROVE minutes from Suzanne Frank, motion seconded by Elaine Van Wald – Approved by voice vote.**

5. **Board/Officer Roundtable:**

i. **Board of Education Report – TLCS & TELC** (Suzanne Frank/Marsha Wolfe)

Suzanne shared some key items from her written report. TELC is has completed their 5/10 year plans and sent to the Finance and Properties Board Chair. Having all classrooms at capacity, ensuring a sustainable budget, and employee retention are the main focus of the plan. TLCS has approved a tuition increase and enrollment fee increase for the 2024-2025 school year. The Board of Education will be discussing some specific curriculum needs for a few grades and also discussion possible staff raises.

Marsh Wolfe gave her Principal's report. Enrollment for the 2024-2025 school year has been opened and we have experienced a more early enrollment than typical. TLCS will have an Open House on Sunday – April 6<sup>th</sup>. The 8<sup>th</sup> grade students will have a fundraising lunch after the service. Marsha will share a copy of Trinity's 'ICE Agent on Campus' Protocol with the Church Council.

ii. **Board of Finance and Properties Report** (Chuck Kunert/Ruth Gray)

The written report provided by Chuck Kunert was discussed. The security grant task force met recently and discussed the overall process for spending the grant proceeds.

**iii. Board of Ministry and Outreach Report** (Jim Riedl/Pastor Ek Yah/Pastor Hoelter)

No written report was presented as the Board will not meet again until next week. Jim mentioned that there is a tentative date for VBS, July 7 – 11. Waiting to confirm alignment with the TELC summer camp program before finalizing.

**iv. Pastor’s Report** (Pastor Ek Yah / Pastor Hoelter)

Pastor Hoelter informed the Church Council that he is holding an adult Lutheranism class between services on Sundays for the next few weeks. The class is going well.

Pastor Ek Yah reported that he has 5 first communion students from the Latino families and is getting interest from others for first communion and confirmation. Pastor has new working hours from his other job. His Trinity office hours will be Tuesday and Thursdays. He will be working 8-4 on Monday, Wednesday, and Friday at his other job. His office hours will be published and members encourage to only contact him during those days.

**v. Treasurers Report** (Elaine Von Wald)

Elaine reported that she will share the quarterly financial statements that are produced for LCEF at the end of March. She will also be reviewing the budget impact of staff raises proposed by the Board of Education.

**vi. President’s Report** (Chris Hoelter)

No Discussion from the President’ report.

**6. Board Action Items**

RESOLVED, that Trinity Evangelical Lutheran Church and School, authorizes and establishes the portion of annual salary that the following individual(s) elect to be treated as housing allowance:

<b>Name</b>	<b>Per Year Amount</b>	<b>Per Pay Period</b>
Ruberto Ek Yah	28,000	\$1,333.34(21 paycheck)

The housing allowance will be paid from Feb 28, 2025 to remain in force and effect until such time as amended or revoked.

**Motion to APPROVE Pastor Ek Yah's housing allowance was made by Suzanne Frank. Motion seconded by Elaine Von Wald. Approved by Voice Vote.**

**7. Announcements**

**i. Special Council Meeting – Tuesday, March 25 – 6:30pm.** The topic will be reviewing the Ministry Clarity Program proposal from LCEF.

**ii. Next Council Meeting – April 8<sup>th</sup>**

**8. 8:54 PM Closing Prayer – Chris Hoelter**

**9. 8:55 PM Adjournment**

Respectfully submitted,  
Chris Hoelter, Secretary Pro Tem

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Trinity Lutheran Church Council Meeting  
Tuesday, March 11, 2025

**“Trinity is a diverse, vibrant community of forgiven sinners sharing the unconditional love of Jesus with all.”**

1. **7:00 PM ZOOM Call with Kris Kunkel from Lutheran Church Extension Fund about their Ministry Clarity program.**
  2. **8:00 PM Call to Order – Chris Hoelter**
  3. **8:02 PM Opening Prayer – Pastor Hoelter**
  4. **8:10 PM Attendance and Approval of January 14<sup>th</sup> and February 4<sup>th</sup> Meeting Minutes**
  5. **8:15 PM Board/Officer Roundtable:**
    - i. **Board of Education Report – TLCS & TELC** (Suzanne Frank/Marsha Wolfe)
    - ii. **Board of Finance and Properties Report** (Chuck Kunert/Ruth Gray)
    - iii. **Board of Ministry and Outreach Report** (Jim Riedl/Pastor Ek Yah/Pastor Hoelter)
    - iv. **Pastor’s Report** (Pastor Ek Yah / Pastor Hoelter)
    - v. **Treasurers Report** (Elaine Von Wald)
    - vi. **President’s Report** (Chris Hoelter)
  6. **8:15 PM Board Action Items**
    1. **Motion to Approve Pastor Ek Yah Housing Allowance**
  7. **8:30 PM Announcements**
    - i. **Next Council Meeting – March 11<sup>th</sup>**
  8. **8:45 PM Closing Prayer – Chris Hoelter**
  9. **Adjournment**
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## Trinity Lutheran Church Council Meeting Minutes

Tuesday, January 14, 2025

**7:08 PM Call to Order/Welcome** – Chris Hoelter

**7:09 PM Opening Prayer** – Pastor Hoelter

**7:10 PM Attendance and Approval of November 12th, 2024 Meeting Minutes.**

**In attendance tonight:** Chris Hoelter, Elaine Von Wald, Suzanne Frank, Jim Riedl, PR Mark Hoelter, Edgar Burgos, Chuck Kunert, Ruth Gray, Amity Cunningham. Marsha Wolfe via Zoom. **Absent** - PR Ruberto Ek Yah. **Motion to approve Minutes Charles Kunert, 2nd Amity Cunningham – Approved by voice vote.**

**7:15 PM Board/Officer Roundtable:**

**Board of Education Report** – TLCS & TELC (Marsha Wolfe) 713 pm See Written report. (Suzanne Frank) Boe minutes included. 717 pm Garden contact signed, new curriculum to come.

**Board of Finance and Properties Report** - (Chuck Kunert/Ruth Gray) 722 pm See written report. Broken windows in the sanctuary and gym were replaced.

Council affirmed decision to go with the recommendation of the Arborist to remove the 5 Arbor vitae on the SE corner of the sanctuary. They will be replaced with shrubs that will be a better fit for the space.

**Board of Ministry and Outreach Report** - (Jim Riedl/Pastor Ek Yah/Pastor Hoelter) 730 pm See written report.

**Pastor's Report (Pastor Ru / Pastor Hoelter)** 800 pm See written report

**Treasurer's Report (Elaine Von Wald)** 810 pm See written report

**President's Report (Chris Hoelter)** See written report.

**8:15 PM Board Action Items**

**Motion to Approve new Church & School Sign** - Tabled to further discuss within the task force.

**RESOLVED, that Trinity Evangelical Lutheran Church and School, authorizes and establishes the portion of annual salary that the following individual(s) elect to be treated as housing allowance:**

Name Don Seleski Amount

Per Year \$22668.00

Per Pay Period \$ 944.50(24 paychecks)

NAME Krista Moore Amount

Per Year \$12075.72

Per Pay Period \$603.79(20 paychecks)

The housing allowance will be paid from January 1, 2025 to remain in force and effect until such time as amended or revoked.

**Motion to approve : Elaine Von Wald, 2nd Chris Hoelter – Approved by voice vote.**

**9 PM Announcements**

Congregation Meeting – 9:45 am February 23rd

Next Council Meeting – Feb 4th Mission meeting , March 11th

**9:28 PM Closing Prayer – Chris Hoelter**

## 930 pm Adjournment

Respectfully submitted,  
Amity Cunningham

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### Trinity Lutheran Church Council Meeting

Tuesday, February 4, 2025

1. **7:06 PM Call to Order/Welcome** – Chris Hoelter
2. **7:07 PM Opening Prayer** – Chris Hoelter
3. **7:08 PM Attendance** - Amity Cunningham, Ruth Gray, Elaine Von Wald, Pat Kunert, Marsha Wolfe, Scott Wolfe, Jim Riedl, Chuck Kunert, Chris Hoelter.
4. **7:05 PM Special Meeting Topics:**
  - i. **Re-Visit Mission Statement and Vision Elements** - Discussion of what this means and what it is and how to best accomplish it in the most efficient way possible. The vision is what we envision ourselves being and what we represent. Vision elements should be reviewed every 5 years, the mission statement itself every 10 years. Both were last done in 2010.  
  
BOE has accomplished their goals, Finance and Properties has also kept up with goals and support of BOE and Council.  
  
In the 7 vision elements below it was decided #3 “Trinity Members provide leadership in the Cully Neighborhood and beyond” Should be removed. #4 We need to define better.
  - ii. **2015 Strategic Plans** -
  - iii. **Congregation Meeting – February 23<sup>rd</sup>**
  - iv. **Next Council Meeting – March 11<sup>th</sup>**
5. **8:30 PM Closing Prayer** – Chris Hoelter
6. **Adjournment**

Respectfully submitted,  
Amity Cunningham

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**Trinity Lutheran Christian School Board Reports**  
**Tuesday, March 11, 2025**

**March 2025 Principal's Report**

**March Monthly focus: Tenacity** Philippians 4:13  
"I can do all things through Christ who strengthens me."

**Current Student Enrollment:**

Enrollment for the 2024-2025 school year: **51** Students

The Kindergarten Roundup on February 27 had 9 families attended ... 8 had interest in K.

**New Enrollment for 2025-2026**

Kindergarten 3 who attended the round up and 3 who did not attend have enrolled or in process of enrolling: total 6

4 who attended the round up have not yet enrolled. I will be contacting them next week.

Fourth grade: 1

Sixth grade: 2

Seventh grade: 1

New students enrolled or in the enrollment process: 10

Kindergarten Round up yet to enroll: 4

Returning Students who have enrolled or in the process 4

- Trinity Volunteer Handbook is ready
- 2025-2026 Calendar has been updated onto the Website
- Registration for the new school year opened March 10
- All school parent meeting on March 6 was well attended. Parents received information regarding new blended classrooms, the importance of regular attendance, and sports physicals/fees for 5-8 students.

The ICE on Campus Protocol for TELC and TLCS has been created and is posted next to the desks for both Colleen and Tammy. I sent this on to Dan Lorenz and his reply was: *"None of it causes me concern, although Trinity could also choose to be more affirmatively cooperative if the Board so chose."*

8th grade end-of-the-year trip will be to Seattle and will be over May 14-17 or May 28-31

Students will purchase the city pass and will have several educational opportunities while they are in this city. Several 8th-grade parents have offered to be chaperones.

**L.E.S.T. Award Winners**  
**Summary of LEST 2025 Awards**

**Art**

Amina Guseh – White Ribbon  
Madison Hart – White Ribbon  
Pelagia de Cossio – White Ribbon  
Skylar Waddy – White Ribbon  
Gabriel Interian Spoviero – Red Ribbon  
Carson Hoelter – White Ribbon  
Maisie Stewart – Red Ribbon  
Nadia Broussard-Smith – White Ribbon  
Charles May – White Ribbon  
Halia Sandoval – White Ribbon  
Kalel Stoneman-Commodore – White Ribbon  
Patience Redmond – Red Ribbon

**Music**

Trinity Choir - Choral Festival – Blue Ribbon  
Trinity Ensemble – Dallas Leong, Elliott May, Carson Hoelter, Maisie Stewart,  
Nadia Broussard-Smith, and Patience Redmond – Instrumental Ensemble – Blue  
Ribbon  
Madison Hart – Piano – Blue Ribbon  
Pelagia de Cossio – Piano – Blue Ribbon  
Pelagia de Cossio – Vocal Solo - Blue Ribbon  
Patience Redmond – Vocal Solo – Blue Ribbon

**Readers Theater**

5/6 Team - Hatse Yohanes, Jesse Burgos-Pat, Madison Hart, Pelagia de Cossio,  
Skylar Waddy, and Gabriel Interian Spoviero – Red Ribbon  
7/8 Team - Carson Hoelter, Nadia Broussard-Smith, Elka Root, Kalel Stoneman-  
Commodore, and Patience Redmond – Red Ribbon

**Spelling**

Madison Hart – 5 th Grade – 3 rd Place

**Swim**

Pelagia de Cossio - Girls 5/6 25 Yard Breaststroke - 3rd place  
Pelagia de Cossio - Girls 5/6 50 Yard Breaststroke - 3rd place  
Pelagia de Cossio - Girls 5/6 25 Yard Freestyle - 5th place  
Dallas Leong - Boys 5/6 25 Yard Backstroke - 4th place  
Dallas Leong - Boys 5/6 25 Yard Freestyle - 6th place  
Dallas Leong - Boys 5/6 50 Yard Freestyle - 6th place  
Nadia Broussard-Smith - Girls 7/8 - 100 Yard IM - 5th place  
Nadia Broussard-Smith - Girls 7/8 - 50 Yard Freestyle - 3rd place

## **Writing**

Pelagia de Cossio – Original Poetry – Blue Ribbon

Maisie Stewart – Original Poetry – Blue Ribbon

Patience Redmond – Original Poetry – Blue Ribbon

## **March News**

- Kids Healthy Heart Challenge Ends March 31
- Spring Break March 24-28
- Teacher Work Day April 4
- TLCS Open House Sunday, April 6 10:00 Service Light Snacks Provided Teachers Classrooms Open
- Spring Conferences PM April 10 and all day April 11
- Half Day release Good Friday April 18
- No School Easter Monday April 21
- Admin Conference April 30-May 2

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### **Trinity Lutheran Christian School**

#### **Board of Education Minutes**

March 11, 2025

*No written Report*

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### **Board of Finance and Properties Report**

January 14, 2025

1. We have received approval of our EHP report (Environment and Historical Preservation) from the Oregon Emergency Management office. We now await the official contract which will spell out in detail how we need to spend the \$150,000 in grant money.
2. The Security Grant Task Force (Alicia Lopez, Suzanne Frank, Lanny Afrank, Ken Sievers, Marsha Wolfe, and Chuck Kunert) met on Thursday, March 6 to discuss the overall process for expending the grant monies and to assign specific tasks to each of the members.
3. We have no decision yet from Edlen Co. on whether they wish to continue pursuing development of the affordable housing project on our property.
4. Routine maintenance is continuing on our buildings and property with no significant issues encountered. Of course we still have the minor issue of roof replacement and parking lot resurfacing.

Respectfully Submitted,

Chuck Kunert, Finance and Properties Board Chairman

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**Board of Ministry and Outreach Report  
March 10 2025**

No recent meeting to report to Council about. A tentative date has been set for Vacation Bible School: July 7 – 11.

Respectfully Submitted,  
Jim Riedl, M & O Board Chairman

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**Treasurer's Report Church Council Meeting ~ March 10, 2025**

RESOLVED, that Trinity Evangelical Lutheran Church and School, authorizes and establishes the portion of annual salary that the following individual(s) elect to be treated as housing allowance:

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Respectfully submitted,  
Elaine Von Wald, Treasurer

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**Presidents Report**

**Marketing Task Force**

The sign company has proposed lowering the sign height to 10 feet and will provide an updated mock up. Task Force schedules have not made it possible to meet. No additional updates.

**Call Committee Update**

The Call Committee will accept Pastor to be nominated through the end of March.