

Trinity Lutheran Church Council Meeting Minutes
Tuesday, September 9, 2025
(Approved by the Church Council on November 11, 2025)

1. **7:05 PM Call to Order** – Chris Hoelter
2. **7:06 PM Opening Prayer** – Pastor Ek Yah
3. **7:10 PM Attendance and Approval of July 8th Meeting Minutes and Email Vote - Absent**
Edgar Burgos, Suzanne Frank, Marsha Wolfe. **Present:** Chris Hoelter, Elain Von Wald, Chuck Kunert, PR Ru Ek, Jim Riedl, Ruth Gray, PR Hoelter, Amity Cunningham.
Motion to approve July 8th Minutes - Chuck Kunert, 2nd Elaine Von Wald. - Passed
4. **7:15 PM Board/Officer Roundtable:**
 - i. **Board of Education Report – TLCS & TELC** (Suzanne Frank/Marsha Wolfe) - **See written report. No verbal report available.**
 - ii. **Board of Finance and Properties Report** (Chuck Kunert/Ruth Gray) - **See Written report.**
A company has been contacted to deal with a minor gas leak. 3 new faucets were installed in the building; fellowship hall women’s bathroom, men’s bathrooms, and culinary sink in kitchen. Camera already installed in Wobb/Todd hallway. A trial one to test out. Edlin contacted us today to report that there is a meeting with Hacienda about the property East of the driveway, they are of the opinion that we should still apply in the spring.
 - iii. **Board of Ministry and Outreach Report** (Jim Riedl/Pastor Ek Yah/Pastor Hoelter) See written report. In addition, Pastor Hoefler is scheduled to come this month for 1 adult Sunday school session. The 1700 year Anniversary of the Nicene Creed is this year. Sunday School restarted 9/7. Jan Gaylord and Jeff Travis - Will be recognized on 9/21 Education Sunday. Changes to the Sunday morning schedule of services are being considered. Trunk or Treat will be 10/30 this year instead as there is no school on 10/31 this year. Time TBD. Thanksgiving meal will be happening the Sunday prior to Thanksgiving on 11/23.
 - iv. **Pastor’s Report** (Pastor Ek Yah) - Circuit Visitor is Pr Phil Brandt. We need to elect a Lay delegate to be able to elect synodical delegates. Pr Hoelter is thinking Pr Ru Should be

the Pastor delegate. Jeremiah Bahr is floated as a possible Lay delegate. Meeting is 10/4. Pr Ru Ek has done 2 quinceaneras and a wedding since the last meeting. Pr Ru was approached by an Anglican Pastor about using Trinity's building for a meeting about immigration issue. The group would have a Lawyer come in to discuss immigration issues, ICE, detention, and deportation. No date set.

- v. **Treasurers Report** (Elaine Von Wald) - see Written report- Fully adjusted reports for LCEF will be done at the end of September. 53 Students are fully enrolled. The budget is based on 60 students however. TELC is not running at a loss currently. Another 50k Gift was received 2 wks ago - donor requests that it be seed money for the roof repairs.
- vi. **President's Report** (Chris Hoelter) - Marketing met in the last month. Cully fest is happening this Saturday 10-4. 3 new banners have been ordered and donated thanks to Jessica Ferguson from TELC . We can use them for Cully Fest, Parkways etc. 2 New trees are coming to replace the ones that died. 1 European Hornbeam, and a Western Hemlock. 2 pastors have been interviewed, 1 more needs to be and there is also 1 we are waiting to hear from.

Vi PM Board Action Items - Campaign to Raise the Roof needs to be started. The budget for TELC will need to reflect next year for the roof as well.

5. PM Announcements - None

i. **Next Council Meeting - 11/11/25 7pm**

6. 8:05 PM Closing Prayer – Chris Hoelter

7. Adjournment

Respectfully submitted,
Amity Cunningham – Secretary



Trinity Lutheran Church Council Meeting
Tuesday, September 9, 2025

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

1. **7:00 PM Call to Order** – Chris Hoelter
 2. **7:02 PM Opening Prayer** – Pastor Ek Yah
 3. **7:10 PM Attendance and Approval of July 8th Meeting Minutes**
 4. **7:15 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 Reidl/Pastor Ek Yah/Pastor Hoelter)
 - iv. **Pastor’s Report** (Pastor Ek Yah)
 - v. **Treasurers Report** (Elaine Von Wald)
 - vi. **President’s Report** (Chris Hoelter)
 5. **8:15 PM Board Action Items**
 6. **8:30 PM Announcements**
 - i. **Next Council Meeting**
 7. **8:45 PM Closing Prayer** – Chris Hoelter
 8. **Adjournment**
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Trinity Lutheran Church Council Meeting Minutes
Tuesday, July 8, 2025

1. **7:07 PM Call to Order** – Chris Hoelter
2. **7:09 PM Opening Prayer** – Pastor Ruberto Ek Yah
3. **7:10 PM Attendance and Approval of May 13th Meeting Minutes: Motion to approve amended minutes by Chuck Kunert, 2nd Jim Reidl – Approved by voice vote.** Attendance tonight: Chris Hoelter, Pastor Mark Hoelter, Elaine Von Wald, Pastor Ruberto Ek Yah, Chuck Kunert, Jim Reidl
Absent: Suzanne Frank, Edgar Burgos, Ruth Gray, Amity Cunningham, Marsha Wolfe.
4. **7:15 PM Board/Officer Roundtable:**
 - i. **7:15pm - Board of Education Report – TLCS & TELC** (Suzanne Frank/Marsha Wolfe) – **No Report No Discussion.**
 - ii. **7:17pm - Board of Finance and Properties Report** (Chuck Kunert/Ruth Gray) **No written report.** Parking Lot resurfacing is currently scheduled to start the week of July 14th. It will be done in sections (front half / back half). While the front half is being done everyone coming to Trinity will need to use the entrance on 55th and Emerson. The week of July 21st, Capital Electric will be installing new exterior lights. Work that is funded by the security grant.
 - iii. **7:27pm - Board of Ministry and Outreach Report** (Jim Reidl/Pastor Ek Yah/Pastor Hoelter)- see written report. VBS is currently in session and going well. Attendance is currently at 66 children. The council had an open discussion about the challenges of moving changing the current service times. The Spanish language service would like to change their service time to earlier in the day. Ministry and Outreach is exploring different options and will work on a way to present them to the congregation. Looking for fewer splits and more opportunities for fellowship between all church groups. How can we best serve our community and neighborhood. Give Trinity the best chance for membership growth and maintenance.
 - iv. **7:57pm - Pastor's Report** (Pastor Ek Yah and Pastor Hoelter) - **No written report** – Pastor attended 3 Quinceaneras and performed 1 wedding ceremony. The District Convention was a great opportunity for worship and fellowship. The meetings and business side of the convention were not so great. Pastor Hoelter has made some shut in visits and presided over Nadine Chiapuzio's memorial service.
 - v. **8pm - Treasurer's Report** (Elaine Von Wald) - **See written report.** No additional discussion as preliminary budgets were just discussed at the recent congregation meeting.

vi. **8:05pm - President's Report** (Chris Hoelter) - **See written report.** Proposals for the new Trinity sign were discussed. The council is supportive of the updated design from Vancouver Sign. A final review will be done by the Marketing Task Force and be presented to the Church Council for approval. The activity of the Call Committee was discussed. President Hoelter will call Pastor Duanne Meissner and confirm his status as communicated by the NW District Office is accurate.

5. 8:20 PM Announcements

i. **Next Council Meeting – September 9th**

6. 8:25 PM Closing Prayer – Pastor Mark Hoelter

7. Adjournment

Respectfully submitted,
Chris Hoelter – Secretary Pro Tem

Trinity Lutheran Church Council Email Vote
February 2, 2025

Church Council,

I am presenting a motion on behalf of the Marketing Task Force. After reviewing the updated bids from Stewart Sign and Vancouver Sign, the Marketing Task Force is asking the Church Council to approve selecting the bid submitted by Vancouver Sign.

Vancouver Sign will install a new 10ft x 5ft sign onto the existing foundation and posts. The total bid is \$15,588.55. The full bid and mock up are attached. The Marketing Task Force is asking the Church Council to allocate the necessary funds from the PLS Foundation gift as a school capital improvement project.

Please reply with any questions or concerns. If you have no questions, please reply with a Yea or Nay vote.

Thanks,
Chris Hoelter

Please reply this email with a Yes or No as to how you wish to vote.

****Motion Approved by a unanimous vote by the Church Council voting members****
Chris Hoelter 08/03/2025

September 2025 Principal's Report and School Report

August Theme: Initiative

Enrollment Update 2025-2026

13	NEW - NEED
38	Reenrolled fully registered
14	New fully registered
66	GOAL - budgeted
53	Total Fully Enrolled

I will be out of the building Monday, September 8,9,10 and 12

I will come back to school on Thursday, September 11.

Jim Riedl and Shawn Garnett will be the guest principals for this week.

Staff will be completing their Ministry Safe Sexual Abuse Training:

Updated Withdrawal Policy: If you wish to withdraw your student from the school, It is required that you provide a written notice to the Principal and Business Office at least two weeks before the desired withdrawal date. This notice helps us ensure a smooth transition and proper administrative procedures.

New Check-In procedure going very well for all adults entering and exiting the building.

Why are we tightening up our protocol? The safety of our students and our entire Trinity Community is a top priority.

All TLCS and TELC parents entering our building are required to sign in, wear a name tag, and sign out when they leave. Parents from both programs have been lax in using the QR code when checking their children in and out, and this is a serious concern. Why is this important to us? As we prepare for the new visitor check-in center coming soon, asking parents to sign in and out will help prepare them for the new system and help us keep better track of when students arrive and leave.

For parents picking up students from the after-care program, they need to sign in at the front desk, pick up their child, and then return to the front desk to sign out. This ensures we know they have actually left the building.

Back-to-school night was a very big success. PTO did a great job creating a pamphlet on Trinity Lutheran Christian School's Annual Student Activities, as well as providing information on L.E.S.T. for families of grades 5-8. They also created a 2025-2026 Events 'At-A-Glance' Calendar. PTO has also asked the teachers to share with them any fieldtrips or classroom news parents need to be aware of and they will post this on the website as well as put it in the Tiger Tidings. PTO also had bins of uniforms set out for parents to look through for their children.

TLCS and TELC Emergency Drill practices are happening every day over the week of September 2--5.

Music classes and Art Classes begin the week of September 2nd and Library will start up Thursday, September 11th.

STARBASE starts up for grades 5-6 Friday September 12th and continues over the next 4 Fridays ending on October 10th.

September 21st Education Sunday 8:30 service; Ken Harris and Kelly Koelfgen will be the scripture readers.

Volleyball practice has started and the first game will be at Trinity on September 8 @ 4pm

Possible Weekly Hot Lunches

**Board of Finance & Properties Report to Church Council
September 9, 2025**

1. The first expenditures of the \$150,000 security grant have been made. External lighting around the campus was replaced and upgraded with LED lighting. The work was completed by Capitol Electric at a cost of about \$14,000. The Security Grant Task Force is currently exploring options for upgrading security cameras, access control points, vehicle gates on the main driveway, and alarm systems for doors. We hope to complete this process in the next month.
2. The parking lot resurfacing and striping has been completed as well as installation of new wheel stops. The overall cost was \$44,000. Costs were covered by the Maintenance Fund. Thanks especially to Lanny Afrank for the work done on preparing for the striping as it saved Trinity about \$1000.
3. Minor gas leaks in the main supply line to the property have been identified and a contractor has been engaged to repair the pipes that are leaking. NW Natural inspector indicated that the leaks are not dangerous at this point but should be addressed.
4. Broken basketball hoops in the east side of the gym have been replaced thanks to the good work of Ken Sievers.
5. The congregational workday on August 30 was a great success. Thanks to the 15 or so members who showed up to clean up the campus.
6. Non-functional faucets in the women's and men's restrooms by the fellowship hall have been replaced and a new kitchen faucet with flexible sprayer installed in the kitchen due to a directive by the inspector of the TELC facilities.
7. The boiler is being readied for the winter season. We expect to fire it up as soon as high temperatures are forecast for the low 60s.
8. The next official meeting of the Board of Finance and Properties is scheduled for Tuesday, October 8th. We are waiting for the census numbers in TLS and TELC enrollment to produce a more accurate picture of our budgetary needs.

Respectfully submitted,
Chuck Kunert
Chair, Board of Finance and Properties

Board of Ministry and Outreach Report
September 9th, 2025

Pastor Ruberto reported that the Spanish retreat at Peter, the Fisherman Lutheran Church in Lincoln City went very well. Thirty-five were in attendance and participated in the program themed “Resting in the Lord”.

An Anglican Pastor has contacted Pastor Ru to see if our facility could be used by the community for meetings to help immigrants deal with the concerns of possible detention and deportation. The idea is to hold informational meetings to help those who attend to understand and have an opportunity to ask questions and get guidance. The feeling was that this could happen, but information is sketchy. The board suggested Pastor Ru get further information on details and get back to the board for approval.

Pastor Mark reported that his recent time away was restful and enjoyable. He continues to visit Lisa Bowen, John Collins, Ken Bannick and Karen Hanson, all who are unable to get around well.

Rod Wegener has requested a transfer to Living Savior, Tualatin.

Judy LeBrun said the Marketing Committee, after getting approval from this council with the revised plan for the display board for the area next to Killingsworth, is now waiting for the final cost.

Sunday School has resumed classes after the summer break with the first Sunday back Sept. 7th. Teachers Jan Gaylord and Jeff Travis will be acknowledged as part of the Education Sunday celebration on Sunday, Sept. 21st. Adult Bible class has completed the study of Genesis led by Chuck Kunert. Two courses will be offered next – one on “Christian Nationalism” and the other on the Nicene Creed.

Rev. Dr. Herb Hoefer is also on the docket for a presentation of his ministry with the Mission of Christ Network which will involve only one Sunday.

Friday evening Spanish activities continue with a Sanctuary prayer meeting led by Edgar Burgos and youth Bible study and basketball led by Stephen Burgos.

The Call Committee has held two phone interviews with candidates the Rev. Dr. Scott Geminn of El Segundo, CA. and the Rev. Martin Schultheis of Richmond, VA. Two more interviews are being scheduled and then the committee will present at least three of the candidates to the congregation in October if all goes well.

Under Old Business further discussion concerning the possible change of Sunday service offerings and timing of such. Many of the Spanish members would like to see the Spanish service moved from 1:00 pm. into the morning schedule. This would require changing the schedule of the traditional liturgical service, the contemporary service and the Bible Class/Sunday School time as all cannot fit into the morning schedule. Organist and Choir Director, Wally Krueger has stated that the latest he could play for morning services would be 9:00 am. Any time after that would interfere with his obligations at Augustana Lutheran Church. Although a 10:00 starting time for a liturgical or contemporary service might better serve to bring in those living in our community, we would lose Wally’s services. Different schedules were suggested, each with positives and drawbacks. Discussion will continue in the October meeting. In the meantime, further conversations need to take place with Wally Krueger, Heidi Frank

and the contemporary band and Sunday School leaders. Until we can come up with a suggested Sunday morning schedule, we don't feel we can seek comments from the congregation.

This year Reformation Day and Halloween fall on a Friday. Our outreach event, Trunk or Treat, was headed up by TELC teacher, Ms. Jess Parrott, who did a wonderful job. She has volunteered to take charge of it again this year but has a conflict with Friday as TLCS will not be in session that day and she is in charge of an all day camp for students that need care that day. To accommodate this, the Board decided that Trunk or Treat this year will take place on the parking lot the evening of Thursday, Oct. 30th. Since a majority of those that attend are families in TELC and TLCS, the change will be easily advertised. There will also be some general advertising to bring in community families.

Discussion took place concerning this year's Thanksgiving service, the Thanksgiving meal and the outreach of Thanksgiving boxes. While planning has already started, details will be finalized at the October Board meeting.

Respectfully submitted,
 Jim Riedl, Ministry and Outreach Board Chairman

Treasurer's Report Church Council Meeting ~ September 9, 2025

To Church Council:

Full financial reports will be provided at the end of the quarter when provided to LCEF. School enrollment is currently at 53 students, 7 short of the 60 student's budgeted for. Below is a financial analysis of tuition & financial aid. A copy of the TELC P & L statement at 8/31/2025:

	Actual at 8/31/2025	Preliminary Budget 60 Students	Budget Shortfall at 8/31/2025	
Total Tuition 53 Students	503,235.00	569,700.00	(66,465.00)	
Discounts-Booked for 52 + 1 Est	(23,822.00)	(21,078.90)	(2,743.10)	
Financial Aid booked for 52	(197,153.62)	(232,437.60)	35,283.98	
Financial Aid Est not booked yet (based on Avg)	(3,790.00)		(3,790.00)	
Financial Aid for 53 Students	(224,765.62)	(253,516.50)	28,750.88	
Net Tuition	278,469.38	316,183.50	(37,714.12)	55.34% YTD
Endowment Scholarship	137,500.00	137,500.00	0.00	
Trinity Funds needed for 53 (fully funded to date)	71,067.62	96,258.50	(25,190.88)	
Latino Scholarship tuition (fully funded to date)	16,198.00	20,000.00	(3,802.00)	
Funded Financial Aid to date	224,765.62	253,758.50	(28,992.88)	

Registration Fees

Reg Fees 52 booked	9,450.00	10,500.00	(1,050.00)
Applied to Yearbook & PE Uniforms Booked	(950.00)	(1,200.00)	250.00
	8,500.00	9,300.00	(800.00)

Reimbursement of budgeted curriculum expenses to be covered by PLS Funds need to be requested from the Endowment Fund.

TELC Current Enrollment:

The numbers in each classroom are as follows:	
Infants:	15
Wobblers:	18
Toddlers:	17
Preschool:	15
Jr Kindergarten:	17
Extended Care:	14
Total	96

Respectfully Submitted,
Elaine Von Wald, Treasurer

Presidents Report

Marketing Task Force

Three Custom 3x6 Banners designed by Jessica Ferguson were donated by Minuteman Press in Lake Oswego. A business owned by Trinity graduate Ryan Gaylord. The banners will be displayed during events.

Call Committee Update

The Call Committee has held two phone interviews and is waiting to connect with two other Pastor Nominees. The committee hopes to finalize a slate of 3 candidates that can be presented to the congregation at an October call meeting.