

Meeting minutes – final
Mötesprotokoll
SWEDISH LUTHERAN CHURCH OF WASHINGTON, D.C. (SLCW)
Church Council meeting
Kyrkorådsmöte
Sunday, January 4, 2015
Söndagen den 4 januari 2015
10:25 a.m. – 12:00 p.m.
Augustana Lutheran Church, 2100 New Hampshire Avenue, N.W.
Washington, D.C.

Present: Anneli Sexton, Eva Perdahl, Gunnel Hamilton, Christina Hoffman, Ann-Marie Brisbois., Pastor Mona Svensson, Peter Edwardsson, and Annika O'Hara. Congregation member Kenneth Hamilton was present for part of the meeting and Sunday school teacher Marie Jeffsell was present through item 5.

1. **Opening of meeting – *Mötets öppnande*.** Council chair Anneli Sexton opened the meeting. Pastor Mona Svensson led the Council in prayer.
2. **Review of quorum and agenda – *Fastställande av beslutsmässighet och dagordning*.** It was established that quorum was met. Anneli Sexton regretted that she had not had time to write a formal agenda, but referred to an email sent to the Council members which listed the main points of today's meeting.
3. **Values meeting – *Värdegrundsmöte*.** The most urgent matter was to set a date when the Council could hold an orientation meeting about the basic values of the Church of Sweden. A written report must be sent to SKUT this spring. We decided to hold two half-day meetings on Saturday, January 31 and Sunday, February 1 at the home of Eva Perdahl.
4. **Congregation documents – *Församlingsordning och församlingsinstruktion*.** Anneli asked about the progress of these two documents. Eva Perdahl said that no work had been done over the holiday period, but that she and Kristina Åberg planned to get a draft to Mona Svensson soon. The documents must be ready in time for SLCW's annual meeting on March 1.
5. **Sunday school – *Söndagsskolan*.** Mona explained that Sunday school teacher Marie Jeffsell cannot participate in the Council meetings since she is not a member, but that she can sit in when we discuss upcoming services and activities. We agreed to do the planning in the beginning of each Council meeting, after which Marie is free to leave.

Marie told us that no children had come to Sunday school today. She had spent the time going through the material used in the Sunday school and found that it needed to be replenished and refreshed. Treasurer Christina Hoffman asked Marie to buy new material (scissors, crayons, paper, etc) and hand in the receipts for reimbursement.

Mona proposed that Marie visit the Swedish Church in New York on 26-28 January to see how they handle activities for children and to meet with youth coordinator Magnus Berggren. The Council decided to pay for Marie's trip to New York (she can stay at the church for free).

The Council also decided that the next family service be held in May.

6. **SKUT issues – *SKUT ärenden*.** Mona Svensson said that the annual SKUT meeting for overseas congregations will take place in Uppsala o/a August 14-16, 2015. SLCW will pay for one person to travel to Sweden for the meeting while SKUT will pay for lodging and food for 1-2 people from each congregation (the second person would go in connection with his/her summer vacation in Sweden). Mona suggested that Marie Jeffsell and one other representative for SLCW should participate.

SKUT has also announced a conference for all Church Council chairs. Mona will forward the email to Anneli, who had not received it directly from SKUT.

Mona confirmed that she will continue to submit all monthly statistics, financial reports, etc (*månadsrapporten*) to SKUT on behalf of SLCW.

7. **Newsletter – Församlingsbladet.** Gunnel Hamilton announced a new deadline for submissions to the next newsletter: January 14.

With respect to an email that Kenneth Hamilton sent to the Council in December regarding the newsletter, Mona Svensson explained that it is her job to put together SLCW's activities report (*verksamhetsberättelse*) for 2014. Mona will contact Stefan Brodd and Kerstin Hendrickson about the music report and Marie Jeffsell about the Sunday school report. These will be part of the activities report, which will also include the membership report and a section about social ministries. The activities report as well as the financial report for 2014 and the budget for 2015 will be sent to the members with the notice of meeting (*kallelse*) before the March 1 annual meeting. We read from the by-laws that these documents can either be emailed or sent by US mail, but must reach the members no later than 10 days before the annual meeting. Mona pointed out that none of this material should be published in the newsletter until after the annual meeting, which will approve the documents. The only thing that should go into the newsletter at this point is the notice of meeting.

8. **Other business – Övriga ärenden.**

a) Nominating committee – Valberedningen. None of the Council members whose two-year terms expire in February had been asked by the nominating committee if they wanted to stand for re-election. Peter Edwardsson volunteered to call Erland Magnusson in the committee and ask that they get started.

b) Accounting documents from the Christmas Eve service – Bokföringsdokument från julbönen. Christina Hoffman asked for the supporting documents for certain expenses related to the Christmas Eve service. Kenneth Hamilton will forward to Christina an email showing that the organizers of the service had agreed to these expenses.

9. **Approval of minutes from previous meeting – Godkännande av protokoll från föregående möte.** The minutes from the November 2, 2014 meeting were approved with one change requested by Christina Hoffman. Annika O'Hara will make this change and send the minutes to George Mitchell for posting on SLCW's website.
10. **Treasurer's report – Kassörens rapport.** Christina Hoffman said she would send the treasurer's annual report for 2014 to the Council by email.
11. **Meeting adjourned – Mötets avslutande.** Anneli Sexton declared the meeting adjourned.