

Minutes of the August 11, 2020 Congregation Council Meeting

Present: Pastor Mark Laatsch, Ronda Pedersen, Kathy Bero, Terrie Porras, Debbie Villas, Stacy Hansen, Boni Nerat-Heckel, Matt Vanni, Jim Zobel, Bill Taccolini, Jeff Hines, Bill Kuhnlein, Jeremy Sallgren. Absent: Dave Anderson, Kylie Chevalier (e). Present to Report: Patti Treptow, Judy Raygo.

Meeting called to order @ 6:00pm by President Ronda. Council met virtually via Zoom. Ronda called for agenda approval. Kathy motioned to approve, Boni seconded; motion carried.

Opening Devotion: Pastor Mark read from Genesis 19:1-29 and the 8/11/20 *Word in Season* devotion.

Secretary's Report: Terrie asked for review of the 7/14 minutes. Kathy motioned to approve as presented, Matt seconded, motion carried. No other activity.

Treasurer's Report: Debbie Villas was welcomed and thanked for volunteering to serve as treasurer. Deb reported she has trained with those she needed to and is now comfortable to function independently as treasurer. She especially thanked Kerry Delgoffe, Pastor, and Judy for all of their help. She reviewed financial reports and noted July's Income Less Expense is negative \$4000. Over budget on July spending but YTD expenses are way down. She praised our congregation for keeping up offerings but cautioned income is \$200 behind last year. Finance Committee feels we are doing well at this point. Pastor asked about making a benevolence payment. FC thought NGLS had asked us to stop and that we would resume payment when NGLS notified us. Pastor clarified our council, not NGLS, put payments on hold and will decide when to resume. Council asks for FC input. Debbie will bring this to FC and report back to us. Jim asked for an update regarding Property Committee list of when and what equipment they anticipate will need replacement so we can plan ahead for expenses. Deb will follow up. Discussed need for council to motion approval to pay bills. It was believed our constitution requires this. Jeremy **motioned**, Stacy seconded, motion carried. September bills to be paid.

ACTION ITEMS – where we've been – no old business to discuss.

REPORTS – where we are.

Youth Advisory Council Report: Patti reported there has been no new activity.

Youth & Family Ministry Director's Report: Patti reported that she, Pastor, and youth leader Chris Erickson planning outside activity. Talking with Sunday School Teachers and Learning Committee about resuming classes and how. Pastor commended Patti for her creative work on our virtual VBS. She even created a You-Tube Channel for Emmanuel!

President's Report: Ronda – reflected on a song from the musical *Hamilton*, called *Unimaginable*. Lyrics include; everything looks unfamiliar, the struggle is real, how will we emerge? It's amazing how they describe the COVID19 world we live in today. Our leadership is needed, stressed Ronda, we need to get creative!

Finance: See treasurers report.

Youth: Stacy - have not met, no activity

Learning: Patti – met and talked through scenarios for safely restarting Sunday school.

Stewardship: Kathy – have not met. Pastor reported he did preach a stewardship message last Sunday.

Endowment: Kathy – no activity.

Human Resources: Jim – no activity.

Fellowship: Ronda will reach out to committee to be creative, possibly have a virtual coffee.

Memorial: Pastor – they met, voted on, and purchased a defibrillator. Lee will install it in the narthex. Next will get crew together and train on use.

Outreach: Patti - reported they met. COVID-19 restrictions make food collection at church difficult. So she called local food pantries and gathered information on how our congregation can donate directly to pantries to help others in need. Information will be published in the Messenger. Thinking ahead to *Christmas Food Drive* and the *Tree of Love*, they will look different this year but will be adjusted to meet COVID-19 safety guidelines.

Policy & Procedures (P&P): Jim reported they met with Property Committee. Gave examples of P&Ps to reference as they start on P&Ps for Emergency Response, Key Control, and Building Access. Also met with Endowment Committee and gave reference P&Ps to begin work on their P&Ps. In addition, they continue to work with the Finance Committee on their P&Ps. Discussion in progress to put all P&Ps on church web site.

Property: Bill K reported. **1.** Working on P&Ps. **2.** Kitchen countertops installed by Wickstrom at cost \$500 less than bid. Sinks are coming. **3.** Installing new weather stripping on entry doors. **4.** Looking at roof to be sure any needed work is done prior to cold weather to prevent ice dams which cause roof damage and water leak damage inside building. **5.** Inspected and put on hold sealing parking lot cracks. **6.** Digital Sign contractor back logged with work. Have mailed them 2nd check, total paid is half of down payment. **7.** Matt reported the Emergency Call List is close to completion.

Worship Committee: Pastor reported will continue outdoor worship through August. Consistently have attendance of 35-40. Some get to close when moving to shade, Pastor will address this. Holy Communion will be given at 8/23 service and by drive through after service. Pastor gone Sunday 9/6 to move Emma to UW Oshkosh, will be back for 9/13 service. Need to decide if service will continue outside, move inside, or be virtual only. Kathy asked for status on email communication with congregation. Pastor said email is set up and ready to go!

Pastor's Report – There will be a private baptism after church next Sunday. This will be the first baptism in 6 months!

NEW BUSINESS – Jim presented three Finance Committee P&P for review; Check Accounting Procedure, Checking Accounts, and Checking Account Requirements. He reminded us that the purpose of council approving P&Ps is education on what a committee does and for us to give sanction to what they do. Matt **motioned** to approve the three P&Ps as presented, Stacy seconded, motion carried. Next, Jim reported he reviewed the constitution and it does not state council has to vote to approve payment of bills, but the Finance Committee description states the FC has to provide info to council monthly and recommend we pay bills. Jim will meet with Treasurer next week to discuss further.

Pastor updated council on PPP program. Talking with Treasurer this week regarding payment of wages church staff lost during initial COVID-19 lay off and about PPP documentation for the bank. Need to replace Debbie Villas on Audit Committee. Requirements discussed are; some financial/accounting back ground, not a Church Council or Finance Committee member, not the Financial Secretary, able to meet 2 – 3 time per year in the fall. Ronda will ask her sister Rachel Raygo if she is interested. If not, Pastor will ask the nominating committee to look for a candidate.

LONG TERM PROJECT/GOALS – Pastor led discussion on chapter 3, Forming and Restoring Community in a Nomadic World, from “The Agile Church”. Council to read chapter 4 for discussion next month.

Meeting adjourned at 7:32pm on a **motion** by Kathy, seconded by Boni, motion carried. Closed with prayer.

Respectfully Submitted,

Terrie Porras, Council Secretary