

Minutes of the October 13, 2020 Congregation Council Meeting

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

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

Opening Devotion: Pastor read Hebrews 12:1-3 and from Pastor John Dyer's blog post on *503 Years of Reformation*.

Secretary's Report: Terrie reported one correction in the 8/11 minutes; Finance report by Debbie should say she received paperwork from Darrel Eland and has forwarded it to Bill K and Jeremy. She then asked for a review of the minutes as corrected. Matt motioned to approve as corrected, Bonnie seconded, motion carried.

Treasurer's Report: Debbie reported: **1.** Reviewed financial reports. Giving is down, expenses are up for Sep. (benevolence catch up) but year-to-date we are OK. 3rd quarter statements, often members see they are behind in giving and try to catch up. **2.** Working on budget for next year, asked committee chairs to have their budgets to her by month end. **3.** Catching up back pay for church staff, should be done by next week. This will be an extra October expense. **4.** Working on PPP Loan forgiveness paperwork to be done by end of month. Per Pastor, loan is less than 50 thousand so will be forgiven once paper work submitted and processed. **5.** Finance committee talked about sign cement cost. They recommend \$850 come out of the dedicated maintenance fund instead of the general maintenance fund and that the money is repaid to this fund. They also asked for an accounting of what is left to be paid. **Motion** by Jim to pay \$850 concrete cost from dedicated maintenance fund, put \$200 donation Pastor received in sign fund, and to designate a Christmas memorial to repay \$850 to the dedicated maintenance fund. Bonnie seconded, motion carried. Ronda suggested the memorial be designated maintenance fund, not sign fund, so any overages can be used for other maintenance needs. **6.** Jim suggested we think about a P&P for restricted funds addressing how are they created (when, why, how), how they are used in general, does it stay there forever? He then presented the FC P&P on unbudgeted revenue and expense. Group discussed no area for expenses, how to complete ahead of time (don't know how much \$ will be made), form very complicated. Jim will bring back to P&P committee at 10/20 meeting then approach FC. Goal is to simplify process and provide area to report expenses.

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

REPORTS – where we are.

Youth & Family Ministry Director's Report: Patti reported Faith at Home Sunday school started 10/22 and is going well. First confirmation class held via Zoom for 8th graders. Rite of Confirmation service planned for 10/25 in church sanctuary with COVID safety measures in place. She's meeting with teachers this week to discuss online Christmas program. She started her online Youth Minister Certification course (runs until

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spring). The first class was awesome and she thanked Council for giving her this opportunity. She is excited to connect with other Youth Ministers through Facebook to share ideas and support each other.

President's Report: Ronda thanked everyone for keeping the work of the church going. Terrie shared it was Ronda's birthday and we all sang her happy birthday! 😊

Finance: See treasurers report. Youth Advisory Council Report: Kylie absent. Youth: Stacy - have not met, no activity. Learning: Patti, Bill T – nothing more to report. Endowment: See new business below.

Fellowship: Ronda – met and discussed their budget. Planning was difficult with COVID pandemic; they do not know what they can do next year. She asked if anyone had ideas for fellowship during COVID to please share with them.

Human Resources: Jim – they met and followed up with executive and FC communications regarding salary increases, bonuses, and performance reviews.

Memorial: Pastor – they meet 10/27.

Outreach: Terrie **1.** Reviewed “Reach Out to Members” document she emailed to council, specifically the Plan, Call Script, and FAQ. Discussion included Terrie will organize and document call and help activities. Goal is each caller reach 10 members/month (but even one calls helps). If an emergency situation comes up (member reached is very depressed, suicidal, other) call Pastor Mark ASAP. The length of this mission will be determined on a month to month bases based on Terrie's report to council. Callers asked to make notes on their calls and forward to her and Pastor. Terrie will compile notes to report monthly to council. She will email a sign up “sheet”. **2.** Salvation Army's Coats for Kids drive underway with a collection box in 14th street entry. Asked all to help get the word out.

Policy & Procedures (P&P): Jim - they meet 10/20 and continue to help other committees with their P&Ps.

Property: Matt reported they met last Thursday. **1.** Old sign is down, could not see concrete foundation under it until it was removed. Per contractor, new sign is bigger and existing concrete will not provide needed support. Jeff asked about time table for sign install. Matt hopes contractor will be back on our job next week. Council discussed and agreed that to prevent any further delays, unexpected costs be paid from the dedicated maintenance fund. \$500 or less does not need review/approval from council. All agreed we need to get sign in before it snows. **2.** Contacting contractors regarding leaking window. **3.** Called contractor regarding work needed to prevent roof ice jams this year. Plan to apply heat tape. **4.** Mike spoke with Tri-County Plumbing regarding installation of kitchen island sink. **5.** Bids are being obtained for fascia and soffit work next spring. **6.** Snow plow contract renewed, same price as last year. Jim Briar will be contacted to ask if he will shovel sidewalks again this winter.

Stewardship: Kathy - they met last week. Letters have gone out to congregation. Estimate of giving letters are ready to go next. Contacted Larry Plude regarding thank you cards and plan to write a personal thank you to each member who returns their estimate. Pastor will talk about supporting our stewardship drive during church services.

Worship Committee / Pastor's Report: Pastor - the Worship committee has not met. We are back to virtual worship, as COVID cases have spiked in our area. In September, he officiated 1 wedding and 3

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baptisms. A second scheduled wedding was postponed one year. Rite of Confirmation will be held in sanctuary on 10/25 (COVID precautions in place) and will be live streamed via Facebook. Synod worship service will be streamed earlier that morning. 11/1 is All Saints Day and he is planning “something different”. Started 8th grade confirmation classes with Zoom. He and Pastor Ehle are working on midweek advent services. Retired Pastor Doug Schoen will also participate.

NEW BUSINESS –

Distribution of Mission Endowment Fund - Kathy reported they met 10/6 and finalized their distribution plan. Per our constitution, we are to distribute 5% (currently \$5368.40) of endowment funds to 4 designated ministries at least annually. They recommend; **1.** 20% for local community go to the Home Mission fund (especially our members). **2.** 20% for National ministries go to the ELCA Lutheran Immigration and Refugee ministry. **3.** 20% for World Missions, outside of our Nation, go to Compassion International. **4.** 40% for any one or all of the above go to the NGLS Equipping the Saints Pastor Debt Relief ministry. Karen Hines will submit information to the Messenger regarding Compassion International. Pastor will put information in the Messenger on all ministries receiving distributed funds. **Motion** by Stacy to approve distribution plan, seconded by Matt, motion carried.

P&P Mission Endowment - Jim presented this P&P. **Motion** to approve by Ronda, seconded by Kathy, motion carried.

Finance Committee P&P for Unbudgeted Revenue and Expense – see treasurers report.

Annual Meeting – Pastor discussed difficulties regarding planning our annual meeting with COVID-19 pandemic restrictions in place. Our constitution states this meeting is to be held the 4th Sunday in January so we need to start working on it now. Pastor asked council to consider safe ways to meet for further discussion next month. He shared other Pastors are also struggling with this. Jim volunteered to study our constitution and report on any ideas he finds. Expectation expressed that our Synod may have to pass and emergency edict addressing this.

LONG TERM PROJECT/GOALS – Agile Church book discussion, Chapter 5, tabled until next month. Pastor asked we read Chapter 6 and Conclusion, to be discussed along with Chapter 5 next month.

Meeting adjourned at 8:09pm on a **motion** by Kathy, seconded by Stacy, motion carried. We closed with prayer.

Respectfully Submitted,

Terrie Porras, Council Secretary