

**ST. JOHN'S LUTHERAN CHURCH  
KASSON, MN**

**COUNCIL PACKET**

**December 10, 2019**

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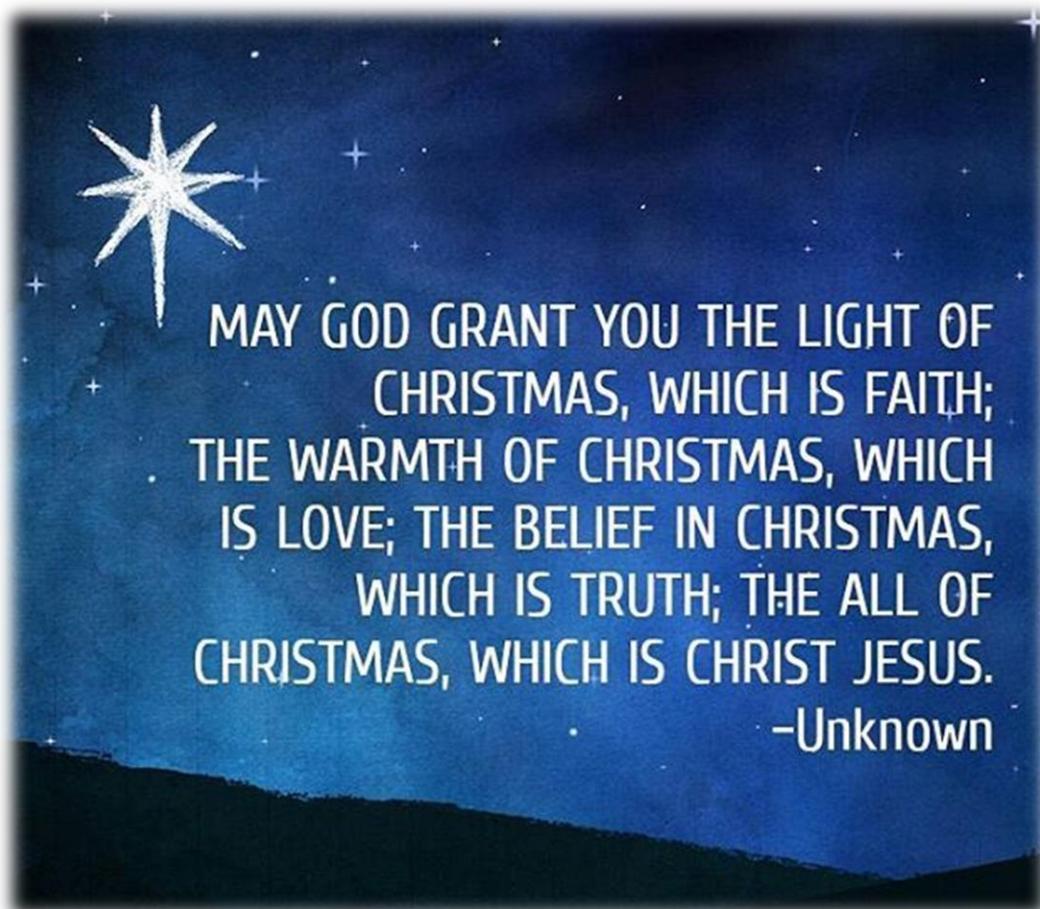
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# **2019 Council Covenant**

**God**  
**Open/Committed to Change**  
**Open Minded**  
**Honest**  
**Timely**  
**Respect**  
**Support**  
**Focus on a Common Goal!**  
**Cohesiveness**  
**Energized when we leave**  
**Confidentiality**  
**Conscious**  
**Seeking**  
**Relevant Leaders**  
**Love our neighbors**  
**Live our Faith so others want what we have.**  
**Ask and they will come but thank them.**

## **Council Members**

**Pastor David Efflandt**  
**Pastor Nirmala Reinschmidt**  
**Jen Smith**  
**Marlo Bungum**  
**Kim Allen**  
**Kelly Utesch**  
**Kyle Howell**  
**Al Flickinger**  
**John Klein**  
**Dan Paulsen**  
**Ann Trihey**  
**Rayelle Haase**  
**Lindsay Colwell**  
**Amanda Sabelko**

## St John's Lutheran Church

*"We are disciples of God, living in his grace as an inclusive community, worshipping together, growing in faith, serving others, and living as witnesses of Jesus Christ."*

### **Council Meeting Agenda**

***Tuesday, December 10<sup>th</sup>, 2019 7:00 p.m. - Fireside Room***

1. Call to order – Jen (10 minutes)
  - a. Approval of agenda
  - b. Welcome any guests
  - c. Review any *thank you* notes or correspondence sent to Council or St. John's
2. Devotions – Kyle (5 minutes)
3. Reports – Jen (5 minutes)
  - a. Discuss/Approve previous meeting minutes, staff reports, and commission reports
4. Financials – (25 min)
  - a. Summary of the past month's financials (Kim)
  - b. 2020 Budget presentation meeting – January 19<sup>th</sup> 9:10am (Kim)
5. Old Business – (15 min)
  - a. Book Study: Chapter 7 (Rayelle)
  - b. Membership Directory (Rayelle)
6. New Business – (30 min)
  - a. Annual Meeting (Jen)
  - b. Lutefisk (Kim)
  - c. Key Proposal (Kim/Kelly)
  - d. Roundtable discussion
  - e. Closed session – elected council
7. "God Sightings" – All (5 minutes)
8. Motion to Adjourn
9. Lord's Prayer
10. Upcoming events/ meetings:
  - a. Budget meetings with commissions
  - b. Next council meeting – Tuesday, January 14<sup>th</sup>, 2020
    - i. Devotions – Jen
11. Parking lot (Items for future discussion):
  - a. Foundation disbursements (Jen)
  - b. Facility usage update (Pastor Dave)
  - c. Stewardship (Jon/Pastor Dave)
  - d. Narrative Budget (Marlo)
  - e. Constitution and bylaws review update (Pastor Dave/Kyle)
  - f. Personnel handbook update (Jen)
  - g. Procedural audit update (Kim)
  - h. CKP (Marlo)

## November 2019 Council Minutes

*Tuesday, November 12<sup>th</sup>, 2019 7pm Fireside Room*

Present: Marlo, Kim, John, Kyle, Dan, Ann, Rayelle, and Kelly. Deacon Amanda, and Lindsay were also present. Jen, Al, and Pastor Dave were excused.

- 1) Call to Order - Marlo called meeting to order at 7:02 pm
  - a) Approval of Agenda – Due to the fact that Pastor Dave and Jen were absent, and the anticipated time needed to review the preliminary 2020 budget, the agenda was modified. Jon made a motion to approve the agenda. Rayelle seconded the motion. Motion carried.
  - b) Welcome any guests – Jim Brenke was present and shared a painting of Jesus with children that he had created. He was recently commissioned to create some pieces for another church. He offered to recreate the same image, only larger, and gift it to the church, if St. John’s would like to display it in the Fellowship Hall. Normally this decision would fall under the Memorials and Interiors commission, but as this group is currently in transition, Council agreed that the painting would look beautiful to hang in the Fellowship Hall, and thanked him for his generosity and for sharing his talent.
  - c) Review any thank you notes or correspondence sent to Council or St. John’s – Council was not aware of any correspondence to the church. Kelly sent thank you cards on behalf of Council to Dan Penz and Terry Czeck noted in last month’s meeting.
- 2) Devotions – Kelly led devotions.
- 3) Reports –
  - a) Discuss/Approve previous meeting minutes, staff and commission reports – Council reviewed the submitted reports with no additional comments. Kyle made a motion to approve the reports as submitted. Ann seconded the motion. Motion carried.
- 4) Financials
  - a) Summary of the past month’s financials – Kim reported that October -\$2,500 and year-to-date is -\$14,000. There is currently \$20,000 in general checking, and if November is strong, Finance would like to make a due-to-dedicated payment of \$10,000.
  - b) Preliminary 2020 Budget – this was reviewed in closed session.
  - c) Narrative Budget – The Communications commission will be taking the lead on creating the narrative budget. All are encouraged to share any inspirational giving stories with Ariana.
- 5) Old Business
  - a) Book Study – This discussion was tabled until December.
  - b) Stewardship update – Jon reported that the Thank You meals were well-received and well attended. He reviewed upcoming dates. Lindsay may utilize youth and their parents to assist (meals and child care offered during the Coffeehouse event) with fundraisers to help with earning credit on 2020 trips.

6) New Business

- a) Roundtable Discussion – A request was made by an outside group to offer a babysitting for a parents night out to raise funds for a school trip. Because the facilities usage policy is currently under review, and there were some concerns about liabilities, council agreed to decline until the policy could be reviewed along with the commercial property insurance policy. Lindsay suggested recommending a meal-related fundraiser that has more clear-cut parameters. Rayelle said that the membership directory will be advertised very soon. The church will earn 8 percent through orders. Up to ten submitted photos are allowed for no additional fees, which is a good choice for shut-ins or those who are deployed who may not be able to travel to church for photos. Members are encouraged to utilize LifeTouch for photos and will receive a free directory and one free 8x10" photo. Kim updated council that during the budget meeting, the Thrivent Choice commission is disbanding. The commission recommended that Thrivent Choice funds to be directed to the General Fund rather than dedicated funds. These allocated dollars should continue to be monitored, and the Stewardship Commission will be responsible for managing the Thrivent relationship, and the Communications Commission will annually remind the Thrivent Choice participants within the Congregation about selecting St. John's as their beneficiary for Thrivent Choice dollars. CKP had staffing updates that included an assistant teacher moving into the Little Lambs lead role, and a substitute moving into a teacher's aide. Details were not available, as the request was just received. Ann made a motion to approved the CKP personnel updates, and Jon seconded the motion. Motion carried.
- b) Elected council members held a closed session.

7) Council shared God Sightings that they encountered.

8) Motion to Adjourn – Ann made a motion to adjourn. Kyle seconded the motion. Motion carried.

9) Council closed the meeting by reciting the Lord's Prayer.

10) Upcoming event/meetings

- a) Next council meeting – Tuesday, December 10<sup>th</sup> 7pm in the Fireside room. Kyle will lead devotions. Rayelle will lead Chapter 7 of the book study.

Respectfully Submitted,

Kelly Utesch

## Pastor's Reports

### **Pastor Dave's Report, November 2019**

#### **Synod and Other Church-Related Events**

All rostered and non-rostered leaders in the SEMN synod are encouraged to attend the annual Fall Theological Conference. This year, the event was held in New Ulm, MN, and the topic was "Embodied Leadership; Healing and Empowering the Whole." Lindsay, Amanda and I all attended the conference this month. While I was unable to stay for the entire event due to my recovery, I am thankful that I had an opportunity to meet with many members of the office of the bishop staff, and see how excited and enthusiastic they are about the ministries happening here in our synod.

#### **Stewardship Commission**

We hosted two "thank you" meals; one on November 3 and the other on November 6. After tallying up all of the volunteer hours that our commission leaders submitted, the final count was approximately 24,000 hours donated, equal to roughly \$233,000 of labor; something that would require 12 additional full-time staff to cover. We are so thankful for the generosity extended here at St. John's! We are also looking for help with the Coffee House Fundraiser on Saturday, March 7, and the Golf Tournament Fundraiser on Saturday, May 16. We have received approximately 125 commitment cards so far, for a total of about \$349,000 in financial support for next year.

#### **Getting out into the Community**

I continue to work with the KMHS band, and I am excited to do so in the months ahead. Sarah and I so enjoyed attending "Shrek" in November, and were blessed by the amazing gifts of many of our youth here at St. John's.

#### **Continuing Education**

I will be attending one more retreat in Alexandria, MN on the following date: **February 9-11, 2020**

#### **Cancer Treatment**

My procedure was a success, and now I am in the process of a slow recovery. The effects of the radiation are at their peak at the moment of this report, and are causing me to be fatigued, and have other internal issues as well. I am doing my best to take it easy with life, but this is proving more difficult than I would like. However, Sarah and Maryell continue to remind me when I'm doing too much and need to rest. Thank you for your continued patience and prayers!

**Premarital Counseling:** I am providing counseling for one couple at present

**Funerals / Baptisms:** I presided at one funeral in November. I presided at zero baptisms in November.

**Pastoral Care Visits:** I had four pastoral care visits in November.

## Days Off / Vacation Information

Number of Days Off Through 11/29/2019: 40 Days Off that I worked in 2019: 7

Number of Comp Days Remaining: 3 Quarterly Sundays Available: 3 Quarterly Sundays Used: 1

Vacation Days Taken in 2019: 14 Vacation Days Remaining 2019: 1 Week and 1 Day / 2 Sundays

**Quarterly Sunday 2019:** I took my first quarterly Sunday on November 17, and visited St. Paul's Lutheran Church; a large ELCA congregation in Davenport, IA, where Martin Marty is currently serving as their senior pastor. It was a blessing to see how they engage all of their leadership, utilizing their many and varied gifts and skills; something that I will continue to develop here in our own setting.

**Upcoming Days Off:** I am also planning on using my remaining vacation and comp days from Thursday, December 26, 2019 – Friday, January 3, 2020; One week of vacation, including a Sunday, and two days off.

## **Pastor Nirmala's Report: December**

Visitation continues to the shut-ins and hospitalized

I did monthly worship at SunWood Manor and Fairview. Good attendance at both services.

Prayer team met on Mondays.

Visitation Team met to evaluate our visitation team ministry

Attended Staff Meetings.

I presided over two funerals.

## Director's Reports

### **Children, Youth, and Family Ministry Development Director Report to Council - December 2019**

#### Faith Formation Updates

##### **Children's Ministries**

###### Advent Learning

This Advent, Club 56 will be participating in an Advent study. They would like to invite other generations to gather with them as they learn about Christmas Traditions. This will take place on Sunday mornings during the Education Hour starting at 9:10 AM. We invite others to join us in the Youth Room.

###### Christmas Program

On December 8th, our Sunday School and Oasis kids will be sharing the Christmas story with us in the form of worship. This year, we've given each class a reading to share which they have prepared as spoken text or a skit. We had one rehearsal on Sunday, December 1st. We will have another rehearsal on December 7th from 10 - noon.

I know all the classes are very excited to present what they have been working on! :)

##### Continuing Education

During the month of November, I was working with Vibrant Faith as I learned more about *Faith Formation for a New Generation*, which is their fancy way of saying Children's faith formation as we move into a more technologically advanced world. The class was specific to learning about new ways to engage with Generation Z or people who have been born after 1995. I am spending a couple of days compiling my learnings to share with the Education Commission and Program staff.

##### Other Things

- Dec 5: CYF Cohort Meeting
- Dec 19 - 22: Vacation
- Dec 26: Vacation
- Dec 30: Continuing Education

Submitted by Deacon Amanda Sabelko

## **Director of Youth and Family Ministry's Report to Council December 2019 And Youth and Family Commission Report**

### **High School Ministry**

- Our students have started their fundraising efforts with the Advent tree auction, craft sale, and bake sale. We had a bake day the afternoon of Nov. 24 and 15 students helped bake. We also have families bringing in donations as well. Hoping for another successful sale and auction this year. The tree auction runs from Dec. 1-15 and the bake sale runs Dec. 8-18.
- Our service trip families will be serving breakfast on Sunday, Dec. 15.
- Group trainings for our service trips will begin in January.

### **Middle School Ministry**

- Our confirmation students are currently spending time on studying the 10 Commandments as well as the first five books of the Bible. They have been doing different activities to help them take what they are learning into their everyday lives. One example of this is that they have been asked to make a list of 5 ways to connect with and honor God, as well as list 5 ways to connect with and honor their neighbor.
- Our confirmation small groups have again gone above and beyond in their creativity decorating their Advent trees. This is an activity that students always enjoy and it is one of the ways that they can contribute to a welcoming atmosphere here at St. John's.
- Our students will be Christmas caroling on Wednesday, Dec. 18, all are welcome to join us! Our Sunday students will be helping at the Dec. 15 breakfast and with the take down for the Advent tree auction.

### **Lindsay SE MN Synod roles and Time Away**

- I am serving on the SE MN Synod Minimum Compensation Guidelines Taskforce as the chair of this taskforce. The Bishop's office is reviewing the guidelines that congregations use when negotiating a call for pastoral staff, deacons, and faith formation professionals. The aim of this taskforce is to bring our synod guidelines up to date, to add back guidelines for non-rostered program staff, and to make the guidelines as understandable as possible for congregations and call committees.
- I will be out of the office for the holiday and vacation time December 26-January 1.

Submitted by Lindsay Colwell, Youth Ministry Coordinator

## Communication Commission Meeting Agenda

November 24, 2019, 7:00 pm

Present: Michelle Coy, Patty Foster, Katie Livingood

Absent: Ann Brenke, Ariana Wright

### 1. Old Business (20 min.)

#### a. Branding Update

We would like to ask for the shape of the church we've worked with but add some "movement" - ex. A path coming out and around the church to show moving, acting out in the world. Inspiration from the image shown here. Patty will help us work on a color palette.

#### b. Website

1. Check email on Tuesday (the 26th) for screenshots for preview. Katie showed those in attendance a quick glance at the template we're working from, which was agreed to be the right direction.
2. Goal rollout deadline - Advent

#### c. Updates from Team Members

#### .Advent Social Media Plan

1. Recommendation to have the scripture and prayer with an image behind it as a social media post daily. - Now that we see the actual devotions, plan on Saturday posts.

#### i.Narrative Budget - Ariana - TABLED till next month when Ariana is present.

1. Ariana is in contact with Marlo to provide feedback from the Council
2. Pr. Dave sent Ariana some other examples to work from
3. Should have a final vision and plan for the project to share by December meeting

#### ii.Stock Photos - Patty

1. Nothing more specific needed at this time

#### iii.Feedback from All Commissions Meeting

1. In the next 3 months in the Snippets - So far seems to be a well-received addition.

### d. New Business (40 min.)

.Print materials - Pastor Dave shared materials from St. Paul Lutheran, Davenport, Iowa. In January we'll plan to evaluate our print materials to hone in on each piece's separate role and use these materials and any other examples we can collect for inspiration on pieces we should include. Ex. these materials had a great piece for visitors and the piece like our Snippets had a visitors' section we could incorporate.

### e. Planning - Using our talents with efficiency (20 min.)

.New topics and items to tackle as a team:

1. Help curate a list of "Living as Witnesses" stories for the Snippets/social media - continued to lift this up and reminding people to send me things.
2. Start leading the "intro to our congregation" video project. - Michelle will talk to Hannah Brumfield. Katie will send an example and ideas of interview questions.

Katie Livingood, Communications & Media Specialist

St. John's Lutheran Church Kasson, MN

stjohnskasson.org

*Please note that I am part-time. I check my email a few days a week, but not always daily. If you need me more quickly, call or text (920) 279-8277.*



## St. John's Lutheran Education Commission Meeting Minutes

Monday, November 18<sup>th</sup>, 2019 7:00pm (Library)

Present: Deacon Amanda, Mel, Carol, Heidi, and Kelly

1. Amanda called the meeting to order at 7:02 pm.
2. Heidi led devotions. Amanda will lead in January (no December meeting)
3. Old Business
  - a. *Christmas Program (Dec 8<sup>th</sup> 10:15am)*
    - i. Amanda noted that there were two comments about second rehearsal (Sat 7<sup>th</sup> 10-noon) interfering with Christmas in Kasson. While there is some overlap in time, Breakfast with Santa at Community Education runs from 8:30 – 9:45am, Mantorville Olde Time Christmas has events from 8am-3pm, and the Kasson Chamber of Commerce Christmas is 10am-1pm). Last year, program rehearsal ran on the same date and time with no problems.
    - ii. All readings have been distributed to the classes to practice.
    - iii. Parent volunteers are needed. Amanda will reach out to a few people to assist. Club 56 will help with rehearsal on Sunday, December 1<sup>st</sup>.
    - iv. The youth sorted the costumes, and Amanda is looking for volunteers to wash the costumes prior to the program
  - b. *Christmas Around the World (Club 56)*
    - i. First session (traditions) was held. Parents and all adults were welcomed to join in the discussion, but only students were in attendance.
  - c. *Budget*
    - i. Currently under review. Have not heard back from Finance.
4. New Business
  - a. *February Retreat*
    - i. Pricing is under review with a few venues. Waiting to solidify that prior to any announcements.
  - b. *Bake Sale Money*
    - i. Marge emailed regarding available money from the bake sale to benefit areas of the church. In the past, some of these proceeds have benefited youth education. Amanda will once again request \$1000 to help with cost for Vacation Bible School and Milestones.
  - c. *Prayer Pillows*
    - i. Please look for people who may be interested in making prayer pillows. Pillow forms are available, just need people with sewing machines.
5. Roundtable
  - a. No Advent devotionals have been printed yet, but Amanda has one from Luther Seminary to use. Kelly also shared "The Characters of Christmas (2019) to either form an adult study next year, or to use for Club 56 Advent lessons. The groups is also encouraged to share ideas for adult Lenten studies. Education will likely not formally meet in December due to the holiday, but will communicate via email.

Respectfully submitted,  
Kelly Utesch

## Media Commission Minutes

November 21<sup>st</sup>, 2019

**Present:** Samuel Marsland, Katie Livingood, and Dennis Foster

**Absent:** Randy Johnson

### **Agenda Items:**

1. Financials/Budget
  - a. ~\$1500 will be budgeted for next year
2. Training of new volunteers to staff Soundboard and Plan for future
  - a. Seeking new ideas for recruitment
3. Webpage
  - a. Hoping to have something for communication commission in a few days
4. Church policy for groups needing information/assistance with equipment
  - a. Recommend groups bringing own equipment
  - b. Office staff will know basic set up
5. TV for Kindergarten room
  - a. On hold
6. Equipment Concerns
  - a. Need to install software for sound system processor and get username and password from Sim Sound
  - b. Purchase Mic and Cord for Amanda
    - i. Should buy one more mic
    - ii. Watch for a sale
    - iii. Buy the same as last time with thicker cord
  - c. Wireless #2 problems
    - i. Watch for now
    - ii. Possibly change frequencies
  - d. Replaced CD drive in soundboard computer
  - e. Funeral disks
    - i. Ask in office when and what disk purchased
    - ii. Consider replacing scribing CD player
7. Cloud based storage
  - a. Katie will research option
    - i. How much data we will need - Current ChurchShared directory on server holds 191 GB. Can easily be cut back (ex. all old staff materials can be kept elsewhere, files older than 3 years (?), etc.).
    - ii. What will the cost be - G Suite - Katie is currently applying for G Suite for NonProfits. That should get 30 GB per user free. Use that for current files and archive files and keep any hardware-specific files on the physical server?
8. Podcasting
  - a. Will consider with the new website
    - i. Anchor.FM
      1. Can subscribe to the podcast
      2. Free to use
      3. Ads not required
      4. Could be embedded into website
      5. Need to create recording instructions

6. Question of if we keep copyright information if we use the recording options on Anchor.FM instead of recording by audacity
9. Portable Soundboard Set-up
  - a. Need ballpark price for foundation request
10. Computer replacement plan for the church
  - a. Likely replace red laptop next year
  - b. Likely only budgeting for only one computer next year
  - c. Randy updated spreadsheet
    - i. Need to update the youth room info to a desktop
11. Plan for replacing the Mixing board
  - a. Behringer X32 ~ \$2000 (Digital)
  - b. Added to memorial wish list
  - c. Dedicated funds possibly available
12. Requested to put a TV in the conference room for council meetings
  - a. On hold
13. Narthex Speakers
  - a. ~\$2000-2500 for new speakers
  - b. Could replace a few to see benefit
  - c. Could approach lutfisk to fund
14. Wish list
  - a. Replace wired mics on stage with wireless option
15. Replacing drum set
  - a. Dennis found a set for \$417 open box
  - b. approx \$100 savings
  - c. Waiting for now
16. Foundation/Lutfisk request for funds
  - a. To replace mics lutfisk
  - b. Portable sound system from foundation
  - c. To Increase wireless mics- Wishlist
17. Media Commission for next year
  - a. Sam will likely be president of council next year
    - i. Will not lead media commission and be council president
  - b. Need to find new person to lead commission

Next Meeting: January 16<sup>th</sup>, 2020

Submitted By:

Samuel Marsland

## **Property Commission Meeting Minutes**

### **12/3/2019 Meeting**

**Attendees:** Daryl Melquist, Dallas Martin (new member joining our Commission), Dale Edgar, Fred Asche, Wayne Hendrickson, and Dave Aakre

#### **Key Discussion Items:**

- Evan Peck, our Custodian is retiring: We have passed along the job description, job posting, and contract from our records of the late 2012 timeframe (when Evan was hired) to the Personnel Committee for their use in advertising for a replacement help. We have also passed along the requirement of hiring someone that has or is willing to go after a “Special Class Engineer” license in order to monitor our boiler system (low pressure system, requiring the lowest level boilers license, but it is required that our boilers be inspected at least every 72 hours by someone licensed). Pr Dave also stopped by briefly to discuss the new hire process and expectations. Property’s will help with the process as required.
- Damage to the fascia/gutter over the front entry: There has been recent (we think) significant damage to the roof gutter along the fascia covering the front entry portion of the church. We believe the entire gutter needs to be replaced. Dallas will get an estimate. Note: our insurance deductible is \$2500 and it is unlikely the cost will go that high and it is unlikely we will determine how it happened or who did the damage so St John’s most likely will have to come up with the dollars to do the repair.
- Status of our hail damage repairs and upper Sanctuary Roof claims: The lower asphalt roofs are done. The upper Sanctuary roof and other portions of the church have been thoroughly inspected (report attached) by an Engineering Company contracted by Shelter (the company that did the lower roof repairs). There may be some additional claims turned into our insurance company (Selective). The remaining payment for the work that Shelter did on the Fellowship and Sunday School wings has been received.
- Church door lock key’s: There is concern the key’s to the entry doors at church are getting into the wrong hands. Wayne has agreed to do an audit starting with the “old” list that Sunny had created several years ago. So far Wayne has accounted for over 80 keys and has about 1/4 of these in hand. He is pretty close to being done. Dave has put together a “key management process” that the Commission members have approved and it has been sent to Jen Smith for Council approval (no word on that yet). This process calls for numbering every key and timely follow up for “temporarily” borrowed keys, and periodic audits for “permanently” borrowed keys. Dave will follow up with Council to find out where they stand on the process.
- The main office entry door has been “blocked open” and we are not sure why. It turns out the door locks itself up after being opened and closed (when unlocked) several times. Wayne will switch this lock for the one on the east office area entry door.
- Loss prevention Report recommendations: Wayne and Daryl are preparing the required documentation. They will produce 3 to 4 books to be located in strategic areas.
- Narthax area LED Project: The 4 LED panels (2 x 4 foot) have been received, and the plan is to do a phased install starting as soon as time allows. Money has been donated to cover the cost. Daryl and Dave will coordinate the work. We have set up a work day for Thursday, 12/5 at 9 am to do the installation.

- We need to have the water chemistry checked periodically on our boiler system and it's time to do it again. Dave will handle.

#### **Updates Items:**

- Fire Marshall Requirements for Little Lambs project: Custom Alarm has been contracted to test our system and found issues with 8 smoke detectors, a door closer, an alarm horn, and our monitoring system. Custom Alarm has completed this work.
- Youth Room (Little Lambs): We've had issues with the heating setup for that room. Started out with being too cold (hot air furnace was not circulating heat due to a failed electronic part....replaced by Preferred Heating). Then we found the hot water heat thermostat wasn't working properly, so Dave ordered and installed a new pneumatic thermostat. That room is heated both by forced air and hot water heat, so Daryl is now working on getting the right balance in thermostat settings to ensure consistent comfort.
- There has been a new issue with the main phone number for St John's working erratically. KMTel has been out and helped us diagnose the problem. It was caused by a failing surge protector that has now been bypassed for that line.
- There are significant bake sale \$\$ potentially available, and Dave has put in a request for some of those dollars.

#### **Work Projects committed but on "Hold" till time/weather allows:**

- CKP Little Lambs fenced play area: Property's decided it is necessary to put a 10 foot gate in on the south end fence line and will fund it. It will be a two piece gate and will cost \$525. Quality Fence has promised to do it, but it is not done yet. Dave is following up with Steve Behnken. This will likely not be completed until spring (Quality has been very busy and held up by weather).
- We may have a leak in the Narthax roof: Roger will do another check of the Narthax roof when practical.
- Remaining sanctuary light that needs to be replaced. Al Flickinger has offered to obtain a lift and deal with the repair.
- We have a fire alarm pull switch near the entry of the Fellowship Hall (behind the open entry door to the hall) that must be moved to a more conspicuous location near the west Narthax Exit. Dan Jensen has offered to move the switch. Other members will assist as needed.

#### **"Back Burner" Items:**

- Parking Lot Blacktop: The lot is breaking up over the years and will need to be replaced within the next 5 to 10 years.
- There is another window in the Narthax with the film "crinkling" up....looks at first like a crack. Jason Ogilvie (same person that has repaired the other bad films) has given us an estimate of \$180. On hold until Kim Allen gives the "go ahead" as funds are now very tight.
- Narthax floor discontinuity: This isn't a big issue (but would be quite costly to fix) and is on hold for now
- Sunday school room #14 needs carpet.
- Security lighting/cameras on the north and east side of the SS Wings

- Replace the carpet in the fellowship hall (3400 sq ft):
  - Country Carpet ballpark numbers: Removal and disposal is 39 cents per sq ft. Good quality carpet ranges between \$1.50 to \$2.50 per sq ft. 2 ft by 2 ft tiles go fro \$3.00 to \$3.50 per sq ft. Installation is about 67 cents a sq foot.
- Another suggestion was made to go with hard surface on the floor and do a sound deadening treatment to the wooden ceiling.
- Radiator holes in tops of bathroom radiators (main Bathrooms) could be closed off
- Dirty Dishes Window: An old idea has resurfaced. Traffic flow and congestion during busy times in the kitchen would be improved by putting a “dirty dish window” in the Kitchen hallway near the west kitchen door entry. This would be fairly expensive because it would need to be finished out with stainless steel, and would need a “fire door” to close it up in case of fire. It will be added to our “want’s” section of our Property’s Future Repairs and Projects list.
- EXIT sign conversion to LED: Will be done as we have lights burn out.
- North SS wing exhaust fan is not working, not a big issue and may never have to be repaired.
- Mud Jacking: We have at least three areas (CKP entry, Front entry, and west Narthax entry) in our outdoor cement that have significant discontinuities and it would be good to get some “mud jacking” done. Roger will check into possible contractors that could do the work. Fred provide the name of a group that did work for Mike Asche and they feel the work was done well at a reasonable price. The name of the company is All-Star Mud Jacking (507) 421-6748 and cell (507) 259-7776 email is [info@AllStarBasements.com](mailto:info@AllStarBasements.com). We are having difficulty getting anyone to respond. In the meantime, Roger will re-mark the raised areas.

Dave Aakre, recorder for Property’s

<b>Members IN / OUT</b>			
<b>Date</b>	<b>Name</b>	<b>IN</b>	<b>OUT</b>
<b>11/04/2019</b>	<b>Donna Prescher</b>		<b>Death</b>
<b>11/08/2019</b>	<b>Delmer Don Kiefer</b>		<b>Death</b>
<b>11/11/2019</b>	<b>Gerald (Jay) Wayne Laumb</b>		<b>Death</b>

## **Financial Reports**