

March 2020 Council Minutes

Tuesday, March 10th, 2020 7pm Fireside Room

Present: Sam, Rayelle, David B, Dave Z, Marlo, Ann, Darcie, Dan, and Jon. Deacon Amanda, Lindsay, and Pastor Dave were also present. Kelly was absent/excused.

1) Call to Order - Sam called meeting to order at 7:02pm

a) Approval of Agenda – Jon made a motion to approve the agenda. Darcie seconded the motion.

Motion carried.

b) Welcome any guests – No guest were present however, as a representative for communications, Pastor Dave presented the new Logo and rebranding options to council. Marlo asked if the rebrand comes with a toolkit that can be used church wide so that there is cohesiveness with font, colors, etc. This question will be forwarded to communications. The options were reviewed by council. Ann made a motion to approve the new logo with the blue/green/grey color scheme. The motion was seconded by Dave Z. Motion carried.

c) Review any thank you notes or correspondence sent to Council or St. John's – a thank you from Winona Lutheran Campus Center for monetary donations was reviewed. Lindsay also noted that there are new thank yous posted on the Mission and Outreach board.

2) Devotions – Rayelle led devotions.

3) Reports –

a) Discuss/Approve previous meeting minutes, staff and commission reports – Council reviewed the submitted reports and minutes. Ann made a motion to approve the reports as submitted. Dan seconded the motion. Motion carried.

4) Financials

a) Summary of the past month's financials – David B reported that net income vs expense put February month end at -\$7940 (to nearest dollar) Sam noted that there seems to be a discrepancy between the January and February month end totals. It was discussed that this may be due to expenses from January cleared after month end and were added onto January financials after the January reports were run. Dave B was asked to look into this. Dave B also wanted to be sure council was aware of scam emails that he had received. He stated the emails appeared to come from Sam and were asking for money in the form of gift cards. Council discussed how these scam messages and emails are an ongoing issue and to be alert to them. It was also noted that no from council or staff will every ask for cards or money via email or text message. Dave B was asked by Lindsay and Amanda to provide them monthly commission financial reports. Council agreed that it would be good for each commission to receive monthly reports so that accounts and be reconciled and mistakes can be caught immediately.

b) CKP Update – Pastor Dave and Marlo spoke about CKP financials. It was noted that due to month end landing at the end of the week for both January and February, that the numbers will be skewed as the

month end deposit is not done until Monday and therefore will not post to the bank until the after the 1st of the following month. CKP treasurer feels that it will be easier to grasp where CKP and Little Lambs land financially after March month end. Marlo noted that although some CKP/LL financials were over expense from budget, there are expense accounts that are under therefor, offsetting the overages. Jon made a motion to approve financials with the understanding that finance and Dave B will be looking into the discrepancy between January and February reports. Marlo seconded the motion. Motion carried.

5) Old Business

a) Coffeehouse Follow up- Pastor Dave and Lindsay reported that the coffeehouse event was a success and very well received. There were roughly 100 guests and 20 musical acts. There were 10-12 visual artists. Date night was also a success with 15 children attending. Rayelle asked that we ensure that Trail Creek Coffee Roasters get a heartfelt thank you for the donation of their coffee and time.

b) Ash Wednesday follow up-several people noted they had heard positive feedback on the daytime service. Pastor Dave feels it went well. Lindsay noted that attendance was likely much lower at evening service due to conflicts with outside events.

c)Directory/Membership Update-Rayelle update council that the membership updates are completed for the first round. It is planned that the membership roster will continue to be reviewed and updated even after the directory is done. Directory photos are this week and there are currently 205 households signed up to have their photos taken. Rayelle will resend the email link to sign up to help check people in for their photos.

d)CKP update-Marlo reminded council that this Sunday the 15th is CKP Sunday. There will be a pancake breakfast as well as the children are singing during worship. Registration is now open to the public. Each week of summer care has 100 "slots" that can be filled (20 children at 5 days a week) Currently, there are 67/100 slots full. CKP board has submitted a grant request for a software program to help with billing, scheduling, and payments. They are hoping to hear about the grant status soon. Fall 2020 currently has 42 children enrolled for preschool and 26 children registered for Little Lambs. These numbers are significantly higher than this time last year. There will be some staffing changes as Carol Sullivan has formally resigned effective the end of the school year and there is currently an open position in Little Lambs. CKP will also be seeking high school help for summer and 2020/2021 school year. Job postings, interviews will be ongoing until positions are filled. Sam noted that CKP board exec met with St. John's exec and it was expressed and decided that a paid administrator is a mandatory requirement starting this summer. Currently, Pastor Dave, Deacon Amanda and Marlo have been splitting an administrator's roll. This arrangement is not sustainable, and an administrator needs to be hired.

6) New Business

a) Book Study Launch-Pastor Dave introduced the book study for *Canoeing the Mountains* by Tod Bolsinger. Pastor Dave's continuing education last year was on adaptive leadership and this book was part of the education. Pastor Dave feels it is a very good read for church leadership and will help St. John's to adapt with the needs of our faith community and outreach ministries.

b) Personnel update- Pastor Dave advised council that Personnel has approved the hire of Mark Madsen as the part-time custodian. Mark has signed an intent to accept the position. Rayelle made a motion to

accept personnel's recommendations for the position and to hire Mark Madsen as the part time custodian. Ann seconded the motion. Motion carried. Sam and Pastor Dave reported St. John's is actively seeking an Office Administrator as Shelley has left her position St. John's. Sam reported personnel will be working with CKP to fill the open positions they need filled.

c) Soles for Souls-Dave B asked on behalf of the KM Lions if they could place a barrel for a collection of gently used shoes for their Soles for Souls program. The Lions collect the gently used shoes that are eventually shipped to countries where they do not have footwear for those who need it. Lindsay expressed that Mission and Outreach should be consulted about this because the program would be in their purview. Sam motioned to approve the placement of the collection barrel or container at St. John's pending an approval from Mission and Outreach. Darcie seconded the motion. Motion carried. Lindsay and Dave B will ensure Mission and Outreach have this information for their next meeting.

d) Strategic Planning- Pastor Dave discussed a plan for St. John's to form an Action Team to work on strategic planning. The team would work on moving St. John's forward in our faithful work here at St. John's and our outreach ministries. This is part of Pastor Dave's call and he intends to focus more on this in the near future. As part of this plan Sheryl Rayor has offered her services. Sheryl is only asking for compensation for her mileage to St. John's from St. Paul. Sheryl feels called to offer her services and will not require any other compensation. Sheryl is a workplace giving fundraiser for Community Shares of Minnesota. She has training in has assisted in facilitating strategic planning for nonprofits and the public sector. She meets with workplace partners and facilitates their strategies for workplace giving while aligning their goals with company mission, vision, and values. Sheryl is currently in her second year of the Hamline University Masters in Nonprofit Management (MNM) program through their business school. Sheryl is excited to work with staff, council, and key decision makers at St. John's Lutheran Church to help develop a strategic plan that ensure St. John's thrives in the Kasson community.

Council discussed Sheryl's offer. Ann commented that it was a great opportunity for St. John's and it is not likely a better opportunity for professional help would come along. Darcie motioned that we accept Sheryl's offer of her expertise and services and St. John's will reimburse her mileage. Marlo seconded. Motion carried.

e) Roundtable Discussion-Pastor Dave brought attention to ELCA recommendations for planning for a pandemic. With COVID-19 concerns, there are many steps St. John's can take to protect out faith family. ELCA's recommendations include common cup practice for communion wine. Council agreed we did not feel common cup was best for St. John's. Discussion were had about the possibility of not serving wine for communion and other options. Pastor Dave expressed that communion without wine still fulfills Lutheran communion elements and only bread acceptable. He will make announcements as needed about how communion without wine is still Christ, fully present in one element. Council discussed who would make the decision to change the way we normally do things at St. John's should an outbreak occur here. Rayelle motioned at our Rostered/Program staff along with Worship and Music should make those decisions when and if they feel it is necessary. Darcie seconded. Motion carried.

Sam brought councils' attention to the Synod event the Pastor Emily Carson had discussed. The event is synod-wide and is created to equip church members and leaders. The focus is on work of creatively and courageously incorporating adaptive change. Sam encouraged council members to attend. The event is April 26th from 1-3:30pm at Epiphany Lutheran in Eagle Lake, United Redeemer in Zumbrota, or Christ

Lutheran in Preston. The event will be live streamed at all locations. Registration is not required. More information is available at semnsynod.org/renew

f) Closed Session – Closed session was not held.

7) Council shared God Sightings that they encountered.

8) Motion to Adjourn – Marlo made a motion to adjourn. Dave Z seconded the motion. Motion carried.

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

10) Upcoming event/meetings

a) Directory Photos- March 12-14th and 25th-28th.

b) Next council meeting – Tuesday, April 14th 7pm in the Fireside room. Darcie will lead devotions.

Respectfully Submitted,

Rayelle Haase