



St. John's Lutheran Church

Council Packet

July 14, 2020

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, July 14, 2020 7:30 p.m. – via Zoom

1. Call to order – Sam (5 minutes)
 - a. Approval of agenda
 - b. Review any *thank you* notes or correspondence sent to Council or St. John's
2. Devotions – Dan (5 minutes)
3. Reports – Sam (5 minutes)
 - a. Discuss/Approve previous meeting minutes, staff reports, and commission reports
4. Financials – (10 min)
 - a. Discuss/Approve previous month's financial reports (David B)
5. Old Business – (30 min)
 - a. Personnel Update (Sam)
 - b. CKP Update (Marlo/Sam)
 - c. Re-engagement Update (Sam)
 - d. Membership Directory (Rayelle)
 - e. *Canoeing the Mountains* Book Study – Part Three: Chapters 9-11 (Darcie)
6. New Business – (20 min)
 - a. Stewardship of Congregational Finances
 - i. Synod
 - ii. Haiti
 - iii. Others
 - b. Facility/Equipment usage update (Sam)
 - c. Roundtable discussion
 - d. Closed session – elected council
7. "God Sightings" – All (5 minutes)
8. Motion to Adjourn
9. Lord's Prayer
10. Upcoming events/ meetings:
 - a. Next council meeting – Tuesday, August 11th, 2020
 - i. Devotions – David B.
11. Parking lot (Items for future discussion):
 - a. Constitution Update
 - b. Branding Website

June 2020 All Commission Meeting Minutes

Monday, June 15th, 2020 6:30pm via Zoom

Present: Pastor David Efflandt, Lindsay Colwell, Sam Marsland, Rayelle Haase, David Bornfleth, Marlo Bungum, Linda Leth, Jodie Tvedt, Ann Trihey, Ann Brenke, Gloria Gilbertson, Daryl Melquist, Ron Albright, Melissa Klein, Jon Klein, Marge Albright, Jackie Logendyke, Clark Johnson, Katie Freerksen, Patty Foster, Tanya Young, Amy Evans, Dennis Foster, Fred Asche, Wayne Hendrickson, Genny Hendrickson, Dallas Martin, Debbie Martin, Joel Mindermann, Jessica Paulsen, and Kelly Utesch

- 1) **Call to Order and Devotion and Opening Prayer:** Sam called meeting to order at 6:31pm, and Pastor Dave led with a devotion and prayer.
- 2) **Session 1: Present the “Re-Engage” Plan** – Sam shared that the church office would open on Monday and have limited hours on Mondays, Tuesdays, and Thursdays from 9am – noon. Outdoor in-person worship begins Sunday, June 21st at 9 and 11 am, with a Facebook Live virtual worship option at 9am. A drive through communion service will be available on Wednesday, June 24th. Sam walked the commission leadership through the Guidelines for Re-Engaging In-Person Ministry and Worship. The commission leads talked through 1) what is missing?, 2) What needs improving?, and 3) What needs changing. Amy Evans suggested to add an opening statement to the guidelines that explains the guidelines are a working document and is subject to guidelines provided from the Minnesota Department of Health and the Centers for Disease Control and Prevention. Dennis Foster had recommendations for consistent wording throughout the piece regarding encouraging others to wear masks and to have temperatures scanned. Additional input, questions, and guidance was provided from various members relative to their own understanding and preparedness.
- 3) **Session 2: Breakout Sessions for Commission Work** – The commission leads were offered a series of questions on how the proposed guidelines may affect or alter their respective roles in the church. The Zoom meeting then changed into break-out mini sessions for each commission to work through the details on their own before reporting back to the larger group. The breakout groups were instructed to address the following types of questions: 1) Spend a moment re-connecting with your commission, 2) What are your commission’s first steps for in-person ministry and worship?, 3) Is there anything that leadership needs to be aware of from your commission?, 4) How might your commission assist with the “re-engage” plan?, and 5) How can we, as leadership, keep the congregation informed during these changing times with three or four concrete ideas.
- 4) **Session 3: Regroup and Review** – The following commissions reported back the summaries to the rest of the large group:
 - a) **Lutefisk:** Marge noted that the Lutefisk group will not be able to socially distance themselves given the family-style nature of the dinner, the seating prior to entering the Fellowship hall, the seating within the Fellowship hall, not to mention the close proximity the cooks and preparers have with each other. They are considering asking for donations and selling tickets, hoping that members will continue to give, noting that this is the primary source of the gift from St. John’s to the ELCA.
 - b) **Worship and Music/Altar Guild:** Pastor Dave stated that they are working diligently on the upcoming worship schedule, inviting people to serve and share their gifts in different ways. The final plans for communion distribution are being worked out for June 21st.
 - c) **Media:** Sam reported that the group is working on equipment needs and modifications to plan for outdoor worship as well as to livestream worship to those in their homes.
 - d) **Education:** Kelly shared that Vacation Bible School will look differently this year, as the group cannot meet in person in June as usually scheduled. Registration just opened earlier in the day for an online VBS (four weekly lessons running in mid-July through early August), and several had already registered. The original theme was

to encourage outdoor activity and the wilderness, so several ideas can be done by families through online lessons and to have small totes with snacks and activities available for pick up. Sunday School and OASIS education in the fall will be follow the school district's guidelines. Sunday School and OASIS teachers and leaders will be instructed how to sanitize rooms before and after use if in-person meeting is available.

- e) **Youth & Family:** Lindsay noted that both Good Earth Village and Sugar Creek Camps are closed for the summer. Refunds are being offered. The commission is working on leading small group sessions for families, or groups of families. Lindsay held a Zoom meeting for confirmation students where 38 of the 50 students attended.
 - f) **Properties:** Daryl noted that they are working on a Plexiglass shield for Sheryl, as well as for the other office desk. Hand sanitizer is being placed throughout common areas of the building. The group is willing to assist as needed with directing traffic for parking for outdoor service, for the drive through communion service on Wednesday 24th, and to ensure that the lawn is ready for worship on the East lawn starting on Sunday 21st.
 - g) **CKP/Little Lambs:** Jessica noted that there are 52 registrations for the fall, 28 of them for Little Lambs. There is an open teaching position, and that the council advise them to continue to fill the position, but to make it contingent that the classes meet in person. They would like to hire an administrator for the program that will be a subject matter expert on COVID, and will help to implement and enforce the policies related to daily operations. The board is also looking into succession planning.
 - h) **Mission & Outreach and Growth & Hospitality:** Jackie said that her group is still delivering Meals on Wheels. There haven't been any globe donations since it is not currently set up through tithe.ly. They are looking for guidance from leadership council on how to proceed. Ready, Set, Learn is underway, and all commission leads were encouraged to direct families to applications for backpacks and school supplies. Tanya added that Relay for Life was cancelled, but there will be a drive through for drop off donations, and luminaries will be set up in the church parking lot on Friday, July 31st.
 - i) **Stewardship:** John noted that planning for a bean bag tournament or league is in the works for in the parking lot. A reminder to all commission leads that tithe.ly is still the best way to give. There has been some planning for a music festival in the fall to raise money for St. John's, but they are uncertain on how/if to proceed with planning at this time.
 - j) The following groups were not represented or did not report during the all-commission meeting: Food for Friends, Communication, Memorials and Interiors, and Finance.
 - k) Pastor Dave asked the commission leadership members on how to best communicate from leadership. Currently, the church uses email, social media, and the website. Leads are encouraged to share online services and events to help get word out. Hard copies are also mailed out to members who may not be connected online so that they are able to follow with the activities of the church, and to learn about how the church plans to re-engage in person.
- 5) Review of the short-term future plans for ministry and worship on-site: Sunday, June 21 East lawn services with communion at 9:00am and 11:00am. A virtual Zoom service with communion will be available at 10:00am. Drive through communion will be offered on Wednesday, June 24th at 9:00am, noon, 6:30pm in the parking lot.
- 6) Sam closed the meeting by leading the Lord's Prayer.
- 7) The meeting was adjourned at 8:10pm.

Respectfully Submitted,

Kelly Utesch

June Council Meeting Minutes: June 9 , 2020 at 7:30 PM via Zoom

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

1. Call to Order - Sam called meeting to order at 7:30pm
 - a. *Approval of Agenda* – Darcie made a motion to approve the agenda. Rayelle seconded the motion. Motion carried.
 - b. *Review any thank you notes or correspondence sent to Council or St. John's* – Pastor Dave received a request from the Synod that he will forward on to Council following the meeting.
2. Devotions – Jon led devotions.
3. Reports –
 - a. *Discuss/Approve previous meeting minutes, staff and commission reports* – Council reviewed the submitted reports and minutes. Properties included mention of two broken window panes, likely from a BB gun pellets. The cost is roughly estimated at \$500, which is well below \$2500 insurance deductible. Rayelle will follow up with Properties to confirm that a police report was filed. Ann made a motion to replace the two broken window panes. David B seconded the motion. Properties is working to rekey the doors. A member has offered to pay for this project, as it falls beyond the 2020 budget. Sam will follow up with Properties to confirm that council still approves this project, since everything had been put on hold during shelter in place orders. Properties is also working to grade the landscaping away from the building. Rayelle will follow up with Properties about the landscaping project to ensure their commission had been notified about the project prior to it beginning. Marlo 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* – David B noted that May giving was at \$43,000, slightly lower than budgeted, and that May expenses were at \$33,200, which was also slight lower than budgeted. He did note that the giving overall has been strong throughout the year, and that to-date, St. John's is at 92 percent of what was budgeted, and that expenses are at 82 percent of what was budgeted. The checking account is currently at \$43,030 (not including PPP funds). Lindsay also reminded counsel that expenses this summer would continue to be lower without the budgeted youth trips happening due to Covid-19.
 - b. *Approve previous month's financial report* – Jon made a motion to approve the financial report. Darcie seconded the motion. Motion carried.
 - c. *Payroll Protection Plan* – Marlo notified council of recent updates to the Payroll Protection Plan which should benefit St. John's. The payroll dollars can be used over 24 weeks rather than the previously noted 8 weeks. This extension will allow St. Johns to use all of the loan toward payroll, ensure it will all be forgivable. The unforgivable portion of the loan (if any) can now be paid back within 60 months rather than the previously stated 24 months. Now only 60 percent of the money is required to be used towards payroll costs, whereas it was previously at 75 percent. This allows for more flexibility to utilize the approved dollars to better manage cash flow.
5. Old Business
 - a. *Personnel Update* – Pastor Dave noted that Personnel would like to continue with the process of hiring an office administrator that was vacated earlier this year. The hiring process was put on hold due to COVID-19. As the office is likely to open soon, Personnel would like to have the position filled, and to allow some time for Sheryl to train the new hire before normal office hours are resumed. Pastor Dave had noted that there had been two candidates, but one had withdrawn during the hiring freeze. Jon made a motion to continuing to fill the vacant office administrator position. Darcie seconded the motion. Motion carried.
 - b. *Canoeing the Mountains Book Study* – Lindsay led the first portion of Part Three (Chapters 7-8), Leading Off the Map: In Uncharted Territory Adaptation is Everything, and Council and staff discussed the content and related questions.
6. New Business
 - a. *Plan to Re-Engage Together* – The funeral for Patrick Quint (Saturday, June 13th) will be the first opportunity for the church to host members and guests inside the building. Pastor Dave noted that

Council will need to determine a plan to reopen the office for staff (Step 1), to open the building for outside groups and ministries (Step 2), and to open the building for in-person worship (Step 3). The purpose of the discussion was to determine a date for opening the office, to create a summary of expectations for meeting on the property, and how to worship when we come together in person. Council referenced recommendations from MDH, CDC, and other safe measures taken from other organizations. St. John's will encourage masks (homemade cloth masks are acceptable), offer temperature screenings, have posters placed guiding people through self-screenings, and hand sanitizer will be available. The church has ordered disposable masks for anyone who may not have one or who has forgotten. A number of cleaning supplies have also been purchased. Pastor Dave shared a SJK Re-Engagement Plan Summary of ideas that Council reviewed (see attached) that details the various steps and precautions. Council determined that the first in-person services with communion will be Sunday, June 21st at 9:00am and 11:00am (outdoor, on the East lawn), and each service should be 25-30 minutes. An online live-streamed communion service will be available at 10:00am for those wishing to observe from home. Worshipers will also be able to worship from their vehicles if they prefer. After careful review and input, Council agreed they are ready to share this plan with Commission leadership on Monday, June 15th. Marlo made a motion to approve the Re-Engagement plan. Rayelle seconded the motion. Motion carried.

- b. *CKP Summer/Fall* – Pastor Dave met with Jessica. Fall registrations are at 52, and staffing levels should be the same. There is much to consider and much that will need to happen prior to opening in the fall. CKP is in need of a paid administrator, as has been discussed in the past.
7. Little Lambs summer programming is unlikely to happen. It is unknown at this time if in-person or online programming will yet be available. There is one teacher position to fill if in-person programming will be offered. Council discussed proceeding with hiring process with contingent offer if programming will be in-person. Due to CDC and MDH guidelines, and the space available for Little Lambs, summer programming will likely be difficult to implement and sustain. Marlo made a motion to recommend to CKP that they do not re-engage with summer programming and focus on re-engaging in fall following the MDH and CDC guidelines. Dan seconded the motion. Motion carried. Dan will follow up with Jessica on the details. Marlo made a motion that CKP begin the process of hiring a second teacher for fall contingent on fall opening. Rayelle seconded the motion. Motion carried. Council noted that CKP should work to revise their budget to include and administrator and plan.
 - a. *Roundtable Discussion* – Amanda shared that the Education Commission will be meeting the following night since the All-Commission meeting was scheduled in its time slot. She noted that Education will consider three formats for Vacation Bible School, including in-person, virtual, or a hybrid of both concepts. She noted that she has been reaching out to other faith leaders in the community and is not aware of any in-person VBS programming in the area this summer. Pastor Dave noted that staff is currently covering costs on various online subscriptions to allow for online meetings and worship to happen. He shared a list that he had compiled with associated costs and the purpose of each subscription. Marlo made a motion to cover the costs of the additional subscriptions. Darcie seconded the motion. Motion carried.
 - b. *Closed Session* – Closed session was not held due to time constraints.
8. Council tabled God Sightings due to time constraints.
9. Motion to Adjourn – Darcie made a motion to adjourn. Rayelle seconded the motion. Motion carried.
10. Council closed the meeting at 10:17pm by reciting the Lord's Prayer.
- 8) Upcoming event/meetings
 - a) All Commission meeting – Monday, June 15th via Zoom.
 - b) Next council meeting – Tuesday, July 14th 7pm at TBD. Dan will lead devotions.

Respectfully Submitted,

Kelly Utesch

Properties Commission Meeting Minutes: June 24, 2020 at 6:30 PM

Attendees: Wayne Hendrickson, Roger Carlsen, Fred Asche, Dallas Martin, Daryl Melquist and Dave Aakre

Key Discussion Items:

- Covid 19 mitigation for the church secretary: We are confident we can do a good solution for under \$200 (most likely a lot less) and are waiting for the “go ahead” from Council (Sam has been contacted). Dallas will manage this project.
- Windows broken (Choir Room) upper and lower glass: Not sure how it happened, but looks like BB or Pellet damage. Reported to the Kasson Police and investigated with no results. Lowest estimate is \$608 (Ford Metro) and they have been told to go ahead and do the repair. FYI, we have \$2500 deductible on our insurance so there will be no help paying for it.
- Church Entry door lock key’s: A new estimate for our latest plan has been done and came in at \$1228.50. We have a church member that will pay for the cost and are going ahead with the work. Wayne is coordinating.
- Sanctuary upper roof and skylight replacement: We have received a check from Selective Insurance company, which has been deposited and a down payment (same amount) has been sent to Shelter Construction to order materials (skylights are special order). Once the materials are available (skylights are being delivered within a few days), they will finish the job and Selective will make the final payment to St John’s which will cover the total cost of the repairs. Roger Carlsen is coordinating.
- Wayne has noticed some deterioration of the brick surfaces on the bell tower. We’ve looked into this and have concluded there is no practical mitigation action to take now. We’ve asked an outside source to look at it and he’s concluded the structure appears to be sound and that bricks delaminating sometimes happens and it is difficult to prevent or predict why. When/if it gets to a point where it looks unacceptable, most likely the minimum fix is to take off all the brick and replace it. Worst case is rebuild the entire tower.
- Loss prevention Report recommendations (from March of 2019): Wayne and Daryl are preparing the required documentation. They will produce 3 to 4 books to be located in strategic areas. The inspector from Hartford asked about this during the most recent inspection (2/20/2020) and we responded that it was a “work in progress”.
- LED Upgrades: We think the next area to deal with is the CKP rooms followed by the CKP hallway and Youth Room. We have concluded we will use tube LED’s (like we did in the office area) where possible (If the fixtures are in good condition, etc). The exception is the hallway in the old Sunday School wing, where we will replace the fixtures with LED panels, similar to our approach in the Narthax. Dave is working on securing the necessary materials to go forward. We currently have one Thrivent Action grant (\$250) that will mostly cover the cost of doing CKP rooms 1 and 2 and working on getting another grant that will mostly cover the cost of CKP rooms 3 and 4.

Updates Items:

- Someone has given the church a flag pole and Council is wondering who was involved, etc. No one from Property’s has been involved in this.
- Church Council has asked Property’s to consider putting in “touchless” faucets on the bathroom sinks. We’ve considered this and find it to be too costly and somewhat of a maintenance hassle. Single handled faucets (which we have in the main bathrooms) are recommended as an alternative.
- Gary Kautz has asked permission to have the main parts of the church lawn sprayed for weeds and fertilizer. He will pay for the cost.
- Gary has also asked and received permission to bring in a contractor to deal with the rain water runoff of the roof on the north and east sides of the Sunday School wing and the office wing and the work has been completed. Gary will pay for the cost.
- Narthax South LED Panels: We have finished out repopulating the fluorescent lighting in the Narthax area with 6 more LED panels.
- Dave has sent a request to the Church Foundation for a “beyond the budget” grant.
- Roof Leak on the south CKP classroom, near the west wall: The Shelter folks have looked at this and found nothing wrong with the roof. Suggested we put heat tape on and that has been done.

- The 3 acre lot will be mowed and baled when weather allows. Wayne has contacted the person who normally does this
- Gary and Jess have done some painting including the garage doors.
- One emergency lighting unit (East choir door entry) needs a new battery (or may have failed). Dave is working on getting a replacement battery. This is a non critical area and appears to be redundant, so we will continue to analyze and deal with it when the budget allows.
- Kitchen items addressed during the shut down:
 - Stove gas has been shut off and the coffee maker turned off
 - Kitchen Refrigerator has been cleared of “perishables”.

Work Projects committed but on “Hold” till time 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. Gary Kautz also wants a 5 foot gate behind the garage and will pay for it.
- Possible leak in the Narthax roof: Roger will do another check of the Narthax roof when practical.
- Fire alarm pull switch near the entry of the Fellowship Hall (behind the open entry door to the hall) 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.
- There is a slight leak in one of the relief valves on the master boiler (hot water heating system). We will need to repair that before next fall.
- There was a loose piece of soffit on the west end of the Sanctuary. Roger Carlsen will look into fixing that

"Back Burner" Items:

- Parking Lot Blacktop: The lot will need to be replaced within the next 5 to 10 years (Last estimate was over \$300,000).
- 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.
- 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.
- 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.
- Flat Roofs: Roofing about the Narthax, Office and Choir room areas will likely need replacement within 10 years.
- Pneumatic Controls: The pneumatic controls for the boiler system are old and compnents (thermostats, compressor, piping) fail periodically and are complex. These should be replaced with modern electronics (\$30,000 to \$50,000).

St. John's Lutheran Church Foundation Report, July 2020

St. John's Lutheran Church Foundation Board met on Wednesday, July 8, 2020 at 2 pm.

The following members were present: Ron Albright, Renee Solberg, Clark Johnson, and Dave Bornfleth. Pastor Dave could not attend.

Ron distributed the applications for review. There were 4 applications: room reuse for the youth by Lindsay, VBS funds by Amanda, Properties (tabled from earlier email discussion), and Media-additional microphones by Sam. These applications were discussed.

The application for \$2,000 to renovate rooms 8&9 to become the youth room was approved by Foundation Board, pending approval from Memorial and Interior Design, Properties and Council.

VBS application has changed since original application of \$1,000. Clark called Amanda and \$500 is the current amount discussed because of bus not being used. Online activities.

Properties was discussed and \$2000 was allocated,

The \$500 approved for WELCA in March was not used due to Covid-19. CKP applied for \$1,000 for a laptop and was approved via email in May. Scholarships were approved for 7 students @ \$500 for \$3500.

Total Foundation Assets: \$449,590.67

Interest income for 2019 is \$16,678.94

1) *Beyond the Budget (\$5,000)*

- \$2000- Property Commission- capital improvement (Dave Aakre)
Motion by Renee to approve, a second by Clark. Motion carried
- Up to \$3,000 – Media (Sam) for 2 microphones, combination and hands free. Motion by Renee, second by Dave. All approved.

2) **Scholarship or Youth (\$5,500)**

- \$3500 – 7 ELCA college scholarships @ \$500 for Jade Sands, Alexa Evenson, Malia Schubert, Annabel Smith, Ashley Johnson, Austin Efflandt, and Morgan Coy
- \$2000 – Renovation of rooms 8 & 9 for Youth Room(Lindsey Cowell)
Motion by Ron, a second by Clark to approve Scholarship or Youth category. All approved.

3) **Local Missions (\$1,500)**

- \$1000- Creation Kids Preschool for laptop
- \$ 500- Vacation Bible School(Amanda)
Motion by Clark, a second by Ron to approve Local Missions category. All approved.

4) **Worldwide Missions (\$4,600)**

- \$500 – WELCA bus to Mpls to Lutheran World Relief and drop off quilts.
- \$4100- SE Synod Mission support (Lutefisk Dinner canceled) ; part of WW Mission of ELCA
Motion by Renee, a second by Ron to approve Worldwide Mission category. All approved.

Total Disbursement approved: \$16, 600.

Renee brought up information about each of the board members' terms. Jim Sands term completed in 2020.

Board of Directors and their terms:

Ron Albright, Treasurer	2020-2024
Renee Solberg, Secretary	2017-2021
Dave Bornfleth, Asst. Treasurer	2018-2022
Clark Johnson, Vice President	2019-2023

The Foundation email was again an issue with applications. Online applications should be linked to Ron and Renee's emails. Renee is in contact with Katie to alleviate this issue. Information about the Foundation cannot be found on Church Website unless Foundation is typed into the search area. The brochure is not online (Katie never received it). Renee has contacted Katie. The Foundation Brochure is available at the Welcome Center.

A council representative and Pastor Dave are invited to each meeting. Last year the council rep was Marlo. Renee will invited her to this meeting. Marlo is no longer on the council.

Motion by Renee and second by Dave to adjourn meeting.

Respectfully submitted, Renee Solberg, Foundation secretary

Education Commission Report: July 2020

Wednesday, June 10, 2020 7:30pm (via Google Meet)

***This meeting was rescheduled due to the All-Commission meeting scheduled in its place*

Present: Deacon Amanda, Heidi, Carol, and Kelly. Mel was absent/excused.

1. *Call to Order* – Amanda called the meeting to order at 7:35 pm.
2. *Devotions* – Heidi led devotions. Carol will lead devotions in July.
3. *Re-Engagement Plan* – Kelly provided an update to Council's proposed plan to re-engage the church in terms of staffing/hours, outside groups and ministries meeting inside the building, and how in-person worship will look. Kelly encouraged the group to attend the All-Commission meeting scheduled for Monday, June 15th via Google Meet.
4. *Summer Programming Updates* – Amanda noted that Education will help to coordinate Chapel Time for CKP, which takes place online Mondays at 11am. The Saturday morning Bible Study (currently Ephesians) is wrapping up its study, but plans to continue to meet at that time, and is currently evaluating other studies, and welcomes anyone to join.
5. *Other Community VBS Plans* – Amanda has been checking with other local church communities to see if anyone is doing in-person VBS. First Baptist has cancelled summer VBS for 2020. South Zumbro Lutheran is offering an online VBS option. Community Celebration Church is loading a flatbed trailer and going around to various neighborhoods to do a mobile-style VBS.
6. *Old Business* –
 - a. *Summer Programming Survey* – Amanda shared survey results sent to parents regarding summer programming. There were 28 responses, many indicating they were in favor of some sort of VBS, but only a few offered to help to volunteer for an in-person option.
 - b. *Format* – Amanda presented ideas for a virtual VBS, In-person VBS, or a Hybrid VBS option of the previous two options. After discussion, the Commission determined offering a four-week hybrid option starting at the end of July and running into the middle of August would be ideal.
 - c. *Review of Curriculum* – Amanda had created a matrix outline of lessons that could be used in a hybrid format to include a combination of in-person study, as well as an outdoor community in-person activity.
 - d. *Volunteers* – The Commission is encouraged to consider and ask volunteers to help lead VBS (as well as welcoming anyone interested in joining the commission to help plan for 2020-2021).
7. *New Business* – The Commission briefly discussed 2020-2021 school year (Sunday School, OASIS and Adult Education) and ideas for fellowship engagement. The commission will continue to monitor the School District's engagement plan and will likely adapt to a similar format.
8. *Upcoming Events* –
 - a. All Commission is June 15th via Zoom.
 - b. Education may not meet in July, but any issues in the meantime will be emailed to the commission for consideration.

Respectfully submitted, Kelly Utesch

Deacon of Faith Formation, Amanda Sabelko's Council Report: July 2020

- Working with program staff on Wednesday interactive worship services
- Developing a weekly CYF newsletter with Lindsay
- Leading Saturday Morning Bible Study
- Developing a weekly ministry connection for preschool families
 - Preschool Connections, Mondays @ 11 AM
- Staying connected to other leaders in the synod through the Faith Formation Network
- Staying connected with the Education Commission and CKP Board & Staff
- Helping to keep program staff informed about state and local responses to COVID 19
- Meeting with Pastor Dave and Lindsay twice weekly
- Hosting VBS Online
 - July 13 - August 7
 - Weekly Bible study and activities
 - Weekly Zoom meeting to check-in
 - Facebook Group dedicated to VBS and sharing what everyone is up to.
- Working on an online, weekly contact for preschool and elementary students
 - Preschool Connections is the preschool contact.
 - VBS is the current contact point for elementary and middle school students
- Creating plans A-C for 2020-2021 Faith Formation with the help of the Education Commission and program staff.

Pastor Nirmala Reinschmidt's Council Report: July 2020

- Face time with our members at Fairview, Prairie Meadows, Samaritan Bethany
- Keep in touch with the people who are hospitalized
- Visiting and giving communion to those who need. (Keep social distancing)
- Making phone calls to our members.
- Prayer team meets (6 people) in homes on Mondays. (Strictly following guidelines)

Director of Youth and Family Ministry, Lindsay Colwell's Council Report: July 2020

Confirmation: registration will be going out in the next week for our new 7th graders and returning 8th graders.

- This year I have added a new category on the registration forms to find out if there are other families that our confirmation families are comfortable spending time with outside of our building. This way confirmation families will have others to learn together with, this will be a substitute/alternative to our normal small groups.
- I am looking into a couple of options for our confirmation program this fall, Class Dojo and Flipgrid, as alternatives to Google Classroom as we have run into some difficulties with security settings that the school has in place. The goal is to not have to ask students to create a second email account.
- I am looking into a mix of service and interactive learning for the beginning of the program year (specifically September-December, program staff will reassess in the early part of the fall). I will be using resources that have been found through the ELCA National Youth Gathering that will pair faith development with experiences and situations in their own lives, as well as lives of others around the world.
- At the July 13 Worship and Music meeting I will be discussing alternatives for Confirmation Sunday this fall. We have 30 students who will be affirming their baptism this year. In order to maintain safety for all involved I am proposing a separate worship service for each small group. This will be a big undertaking, however it will be the best answer to celebrating this milestone safely.

High School Ministry:

- As of right now the 2021 ELCA National Youth Gathering is on hold. The leadership team for the Gathering is waiting on trainings, registration, and educational materials in order to not confuse congregations if changes need to be made. We will continue to follow along with this information and make our decision hopefully in early September. If the Gathering does not happen I will be looking into some options for service work in the Minneapolis area for our students through some of my connections with congregations and non-profits in the area.
- A hiking trip to Flathead Lutheran Bible Camp in Montana is also in the plans for summer 2021. More information will be forthcoming.
- At July 13th's meeting of Worship and Music I will also be looking for a decision as to when we can celebrate our students who just graduated this spring.
- Youth Troop will be meeting outdoors at the firepit on the following Sunday evenings from 6-7:30pm: July 19, August 2, August 16, and August 30.

I continue to meet with program staff twice a week, take part in a variety of continuing education activities and discussion groups to grow ideas during this difficult time and to expand my knowledge as we move into a new normal, as well as to lift up social justice concerns and how to be a part of the fight to care for all of God's creation.

I will be taking 1-2 weeks of vacation sometime in August once Pastor Dave and Amanda return from their time away.

Submitted by Lindsay Colwell, Director of Youth and Family Ministry

Pastor Dave Efflandt's Council Report: July 2020

- Meeting with program staff twice weekly, and checking in with staff regularly
- Meeting with the following commissions, committees and groups:
 - Executive Board and Council, Personnel and Finance
 - Worship and Music Commission
 - Stewardship
 - CKP and Little Lambs
 - K-M Ministerial Monthly Meeting
 - Rochester Area Senior Pastor Weekly Meeting
 - Other Various Weekly Meetings with Colleagues
- Leading online Tuesday Bible Study and Bible and Brew on Thursday
- Planning, producing and attending online worship services
 - Preschool Connections: Monday at 11:00 AM via Facebook
 - Holden Evening Prayer: Tuesday Evenings at 7:00 PM
 - Wednesday Interactive Worship: 6:30 PM via Zoom
 - Sunday Morning Worship at 9:00 AM on Site and 10:00 AM via Zoom
 - Contacting members to request their participation in services
 - Working with new software to record and edit video and audio files
 - Continued work with the Media Commission to improve upon our recording capabilities, which may include live-streaming worship beginning in late-July
- Checking in with members during the closure
- Following up with pastoral emergency needs
 - Rescheduling baptisms, funerals and weddings
 - Two Funerals Recently: Patrick Quint and Jim Sands
 - LaVann/Miller Wedding has been cancelled (August 22)
 - We presently have eight baptisms waiting to happen
- Staying connected to other ministry leaders for support and guidance: other pastors, deacons, and members of the SEMN Office of the Bishop, including our Bishop, Regina Hassanally

Update on Sarah's Health: Thank you all again for your patience and support while Sarah was in the hospital in June to complete the takedown of her ileostomy. It was a successful surgery, and her recovery is going well. We appreciate all the notes and prayers during this time, and are thankful for you all!

Days Off / Vacation Information

- **Number of Days Off Through 6/26/2020:** 26 **Days Off that I worked in 2019:** 9
- **Number of Comp Days Remaining:** 7 **Quarterly Sundays Available:** 4 **Quarterly Sundays Used:** 0
- **Vacation Days Taken in 2020:** 5 **Vacation Days Remaining 2019:** 3 Weeks / 4 Sundays

I will be taking some much-needed time off from July 22 – August 1, which will include one Sunday. This will include 7 comp days, 2 regular days off and 3 vacation days. Pastor Nirmala will be available to cover pastoral emergencies, and will be preaching on Sunday, July 26. I am also planning to take another Sunday off to move Austin into college on August 30.

Finance Committee Reports: June 2020 Finances (See Separate Email)
