

November 2020 Council Minutes

Tuesday, November 10th, 2020 7:00pm via Zoom

Present: Sam, Rayelle, David B, Marlo, Ann, Darcie, Michelle, Grace, and Kelly. Deacon Amanda, Lindsay, and Pastor Dave were also present. Dave Z. was absent. Heather Hilgart, representing the Covid-19 Task Force and observing the council meeting, was also in attendance.

- 1) Call to Order - Sam called meeting to order at 7:00 pm
 - a) *Approval of Agenda* – Rayelle made a motion to approve the agenda. Marlo seconded the motion. Motion carried.
 - b) *Welcome new Council Members* – Grace and Michelle were appointed to finish two open terms (expiring in Jan 2021), and were formally welcomed to Council. Michelle prefers to have both emails used: coy.michelle@kmtel.com and coy.michelle@mayo.edu , and Grace uses gracemarsland02@gmail.com .
 - c) *Review any thank you notes or correspondence sent to Council or St. John's* – Marlo uplifted the positive comments from several families from the Covid communication meetings.
- 2) Devotions – Sam opened in prayer. David B. led devotions.
- 3) Reports –
 - a) *Discuss/Approve Previous Meeting Minutes, Staff and Commission Reports* –Pastor Dave noted that Kaye had assembled the Council packet for this month, and requested that all future commission minutes and staff reports go to Kaye for assembly for future Council reports. Michelle and Grace noted that the Council packet was easy for a new member of Council to quickly learn about what each commission is currently working on. Properties Commission noted that the fire alarm system is outdated and not in compliance. From quotes received, they estimate \$3,500-\$4,000 to updated the system, and anticipate \$30-\$60/month in monthly monitoring costs. Marlo made a motion to permit the Properties Commission to move ahead with an upgrade to approve a system if below \$5,000, and to advise Council if project should exceed \$5,000. Ann seconded the motion. Motion carried. Amanda and Lindsay mentioned that they had cleared out freezer space in the kitchen so Food For Friends would be able to store Thanksgiving meal for recipients. Ann made a motion to approve the submitted commission and staff reports. Darcie seconded the motion. Motion carried.
- 4) Financials
 - a) *Discuss/Approve Previous Month's Financial Report* – David B. noted that the line of credit loan was renewed last week. The mortgage payment plan is on schedule and should be paid off at the end of next month.
 - b) *2021 Budget Planning Update/Preliminary Budget* – Earlier in the day, David B. had send a preliminary budget to most of the executive team, but noted that is was very preliminary and had not yet been reviewed by the Finance Commission. Council should expect a separate meeting on this budget between now and the December meeting.
- 5) Old Business

- a) *CKP Update* – Amanda noted that there has been little change since the previous month. They have a home learning group and two classes. They continue to look to fill an assistant teacher position and an administrator position. CKP chapel continues to be offered online on Mondays. Amanda and Marlo shared that CKP was approved for a public health grant (CARES Act) which allows funding for employment wages and to purchase health and safety equipment from July 1, 2020 – December 31, 2020. A portion of the grant was already received, and more is expected by the end of the year.
 - b) *Council Succession Planning* – General announcements have begun in churchwide correspondence. Marlo will record a video announcement as well. Lindsay, Marlo, and Kelly have reached out to a few people who have expressed interest in Council seat in either 2021 or beyond to answer questions about the various open seats.
 - c) *Worship and Music Update* – Pastor Dave said that Worship and Music has been planning several paths for Advent depending on the style of service offered. They have considered drive through blessings, communion, devotions, and recording services on DVD's for those who may not have Internet access. There has been an extensive amount of planning and organizing in music. For example, the All Saint's service included roughly 19 hours of compiling and editing for Pastor Dave. Bishop Hassanally is scheduled for the 4th Sunday in Advent (December 20th). Lindsay noted that Youth and Family are considering an inflatable jumbo screen as a medium to share.
 - d) *Personnel Update* – Staff reviews have been completed, with the exception of Pastor Dave, who is scheduled for next week. Recommendations on compensation have been forwarded to the Finance Commission.
 - e) *COVID-19 Task Force Update* – Heather noted that the Covid task force met Sunday, and did not recommend moving into Stage 3 (worship inside) at this time. The latest numbers for Dodge County reflected 29.64 cases per 10,000 people (the task force is recommending 15 or lower before inside worship and gathering). Governor Walz held an update with an executive order recommending no more than 10 individuals (or three family units) in a shared space. Council thanked the Covid task force for their skills, dedication, and attention to the matter. Ann made a motion to approve the Covid task force's recommended as it was presented. Darcie seconded the motion. Motion carried. Council discussed the governor's executive order and determined that outside and social groups should refrain from gathering in the building for the time being. Rayelle made a motion to immediately inform groups to refrain from meeting in the building in deference to the Governor's Executive Order. Michelle seconded the motion. Motion carried. Rayelle will contact the Boy Scouts, Darcie will contact the Girl Scouts. Pastor Dave will contact NA and AA. Amanda will work with Kay Hodge to contact the WELCA groups. David B. will contact the Lion's Club. Pastor Dave will notify commission contacts and Sheryl.
 - f) *Congregational Informational Meetings Review* – Sam noted that not many showed up for in-person, but there were about 40-50 for the online Zoom session. There were several questions and discussion, and much included support and thank you on making difficult decisions.
 - g) *Properties Usage and Review* – Ann and Sam had nothing new to report, except that this was in the works.
- 6) New Business
- a) *Stewardship of Congregational Finances* – With strong giving this year, reduced costs due to changes in ministry, the absence of youth trips, and a reduction in operating expenses, the

checking account is currently at \$110,000. Council has committed to paying off the mortgage a couple months early, and has paid down more on the line of credit. Pastor Dave shared a number of ideas from commission leads to show where some of these extra gifts could be disbursed to help carry on the Mission of the church. Council is to review and consider all options of various ministries, pay down debts, and/or to build reserve funds. David B. requested that Finance had hoped Council would permit an extra \$1,000 payment on the line of credit. Ann made a motion to make a \$1,000 payment on the line of credit. Marlo seconded the motion. Motion carried.

- b) Roundtable Discussion – Lindsay uplifted that on Nov 24th the Synod is hosting an online meeting on how to hold congregational/annual meetings online. Michelle shared that she was inspired to serve, and thanked Pastor Dave for his guidance and leadership during this difficult year. She also indicated that she has never been a part of a church that has been mortgage free, and many agreed this was an excited position to be in. Council discussed that unfortunately it is not feasible to air worship services on the local cable station at this time, which was suggested at the congregational informational meeting. Council can explore if there is interest in airing on radio stations as has been done in the past. Marlo noted that Council will be looking for volunteers to help craft the narrative budget for the congregational meeting. This budget is a helpful piece to share the overall 2021 budget in a more visually-appealing and easier to read form. The annual meeting is set for Sunday, January 24th, 2021. Council uplifted that Michelle had disbursed a document offering language to help with approaching difficult conversations and deescalating situations of grief and stress. Rayelle noted that the directory is being printed, and St. Johns will receive a check for \$1125, which is 10 percent of photo orders from families. St. Johns will purchase extra directories for \$1212, which is nearly offset by the income. The extra directories will be used by the office, and offered to newly welcomed members over the upcoming years.
- c) Closed session was not held.

7) *Canoeing The Mountains Book Study* – Ann and Rayelle led Part 5, Chapters 14 and 15 - Transformation Chapters. This complete the book study.

8) God Sightings were not shared due to time constraints.

9) Motion to Adjourn – Rayelle made a motion to adjourn. Ann seconded the motion. Motion carried.

10) Council closed the meeting by reciting the Lord's Prayer at 9:40pm.

11) Upcoming event/meetings

- a) Next council meeting – Tuesday, December 8th 7pm via online. Darcie will lead devotions.

Respectfully Submitted,
Kelly Utesch