

St John's Lutheran Church

"Living in God's Grace, St. John's Lutheran Church is an inclusive community worshipping together, growing in faith, serving others, and living as witnesses of Jesus Christ."

Council Meeting Agenda

Tuesday, Dec 8th, 2020 7:00 p.m. – via Online Meeting

Present: Sam Marsland, Grace Marsland, Pastor Dave Efflandt, Lindsay Colwell, Deacon Amanda Sabelko, Rayelle Haase, Michelle Coy, Dave Bornfleth, Marlo Bungum, Dave Ziegler, Ann Trihey, and Darcie Moehnke. Kelly Utesch was absent, Lindsay took minutes.

1. Call to order – Sam called the meeting to order at 7:01pm
 - a. Approval of agenda-Dave B. made motion to approve. Marlo seconded. Motion carried.
 - b. Review any *thank you* notes or correspondence sent to Council or St. John's-Correspondence from Life Touch. Rayelle shared this thank you note. Life Touch has shut down permanently due to pandemic. Our directory will be returned to us late January 2021.
2. Devotions – Darcie led devotions.
3. Reports – Sam
 - a. Discuss/Approve previous meeting minutes, staff reports, and commission reports-Pastor Dave noted the overtime and working days off throughout 2020. This is to lift up the conditions that staff has been working under. Leadership and active volunteers are also feeling this pressure. This is to lift up caring for ourselves and to help stave off burn out. Sam encouraged staff to take time off. Lifted up work/life balance. This will help personnel and leadership to see where we need to fill gaps and make sure that there is support for all ministry areas.
 - b. Darcie motioned that the staff be allowed to carry over vacation, continuing education, quarterly weekends, and comp time into 2021 in order to care for the well being of themselves. Seconded by Michelle. Motion carried.
 - c. Deacon Amanda highlighted that the Oasis afterschool program will not be happening throughout the school year of 2020-2021.
 - d. Rayelle motioned to approve the reports as printed. Seconded by Darcie. Motion carried.
4. Financials –
 - a. Discuss/Approve previous month's financial reports (David B)-Forgiveness of our PPP loan was approved. Final mortgage payment was mailed on Friday, December 4, 2020. Payments made to the line of credit this year. \$1204.14 to pay this month. \$30,000 left to pay. On track to pay the \$30,000 off in 2021. Rayelle made motion to make the \$1204.14 payment and Marlo seconded. Motion carried. Motion to approve financials, Haiti documentation error will be resolved. Motion made by Marlo, seconded by Grace. Motion carried.
5. Old Business – (30 min)
 - a. CKP Update (Amanda) -No major updates. Grant received through the government to be used for programming. Commission report to be submitted for next month's council meeting. Still looking for assistants and aides. High school aides are able to help on days when they are not in school (as high school is currently in hybrid learning model.) Aides are staying within budget.
 - b. Council Succession Planning (Marlo)-update regarding council positions and audit committee ballot
 - c. Worship and Music Update (Pastor Dave)-Two contingency plans in place for worship on Christmas Eve and going forward. Many thanks to Clark Johnson and Gloria Gilbertson who have been taking on more with worship planning. Jason Wright as well. As well as to the 4 AV techs, Sam Marsland, Rayelle Haase, Dennis and Patty Foster. More being added.

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- d. Personnel Update (Rayelle)-Staff reviews are complete. All went very well. Still in conversation regarding a possible paid position for AV. Rayelle Haase and Patty Foster have taken on the production of the pre-recorded online services.
 - e. COVID-19 Task force updates (Michelle)-Recommending no changes from what we are currently doing. Supported the decision of the council last month as to suspending all in person meetings in the building that are not required for worship recording. Ann made a motion to move forward per the task force recommendation. Darcie seconded. Next steps will be decided at the January council meeting. Motion carried.
 - f. Properties Usage and Review (Sam)-Next meeting will not happen until January.
 - g. Stewardship of Congregational Finances (Sam)-\$100,000 to work with for ministry needs, conservative estimate. To carry over to next year there must be a line item in the budget. Discussion was had, beginning allocations. Motion to approve the stewardship of congregational finances document. Michelle made the motion and Darcie seconded. Motion carried. Announcement of this, celebration of all we are able to do with the money that has been given. To be done at the annual meeting.
6. New Business – (20 min)
- a. Virtual Annual Meeting Resolution (Rayelle)-See the resource from the SE MN Synod website. [Synod Document](#) Motion=Motion: To adopt the following continuing resolution, C10.08.A20 'This congregation may hold meetings by remote communication, including electronically and by telephone conference, as long as there is an opportunity for simultaneous aural communication. To the extent permitted by state law, notice of all meetings may be provided electronically' to this congregation's by-laws. Ann made the motion. Michelle seconded. Motion carried. Need a sub group to help figure out how to make logistics of this meeting happen.
 - b. Mortgage Payoff Celebration (Sam)-Dave B. will do an announcement for worship. A video of leadership saying thank you. To be included in the worship video.
 - c. Roundtable Discussion-
 - a. Mailings sent to those on the physical mail list. Full bulletin. Letter asking who is in need of connection to worship, other needs.
 - b. Upgrading fire alarm. Conversation about a door lock system, specifically CKP request. CKP needs to do more work on this before anything goes forward.
 - d. Closed session-elected council and ministry/program staff.
7. 2021 Budget Planning Update (David B)-Review of 2021 budget plan. Waiting to approve at the January meeting once December financials come out.
8. "God Sightings" – All (5 minutes)
9. Motion to Adjourn- Ann made the motion, Michelle seconded. Motion carried. Meeting was adjourned at 9:55pm.
10. Lord's Prayer
11. Upcoming events/ meetings:
- a. Next council meeting – Tuesday, January 12, 2021
 - a. Devotions – Pastor Dave
12. Parking lot (Items for future discussion):
- a. Constitution Update
 - b. Branding Website

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c. ELCA Flag Pole statement discussion

POST SCRIPT: Council met on Tuesday, December 22nd at 7:00pm via online format to hold a final discussion on the budget and approve the budget to present to the congregation at the annual meeting on Sunday, January 24th, 2021. Pastor Dave, Sam, Rayelle, David B. Marlo, Michelle, Darcie, Grace, Ann, and Kelly were in attendance. Dave Z was absent/excused. Council reviewed the 2021 budget that was discussed in detail at the December council meeting. Ann made a motion to approved the 2021 budget as submitted. Marlo seconded the motion. Motion carried.