

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, Jan 12th, 2021 7:00 p.m. – via Online Meeting

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

1. Call to order – Sam called the meeting to order at 7:01pm
 - a. Approval of agenda – Darcie made motion to approve the agenda. Ann seconded the motion. Motion carried.
 - b. Welcome special guest(s) – Council welcomed Jen Smith, CKP President.
 - a. CKP Update: Jen Smith provided council with status update of CKP. She said that last week one class was quarantined, and due to another potential exposure, the program was placed on pause for a couple of days pending the outcome of another test. This was the first quarantine for the program. Jen had been in contact with the Department of Health, who expressed amazement that this was the first COVID issue, and commended the staff and families for practicing safe hygiene. One unique request of CKP families is that in order to participate in the program, families have been asked not to utilize other daycare options in an effort to maintain a tight "COVID bubble", and this has likely reduced exposures. CKP is also unique to most other daycares because the overhead is a part of the church's expenses, which has helped the program to remain open, as other child care programs have struggled and even been forced to close. Jen noted that the CKP and church staff have done an amazing job at clean practices and hygiene. MDH had issued a \$21,000 grant, which helped to provide payroll incentives to two staff for extra hours and effort put forth through the pandemic, adding Wi-Fi routers to the CKP wing, smart TVs in each classroom to help with distance learning, and CKP is working with Properties and Interiors on replacing the flooring. CKP is looking to Council for advice on Little Lambs for summer and for staffing. Marlo noted that registration should be in place by March.
 - c. Review any *thank you* notes or correspondence sent to Council or St. John's – No one had received any correspondence.
2. Devotions – Pastor Dave led devotions.
3. Reports –
 - a. Discuss/Approve previous meeting minutes, staff reports, and commission reports – Kelly noted that there was an addendum added to the December meeting minutes about the Council approval of the proposed 2021 budget. That addendum was update on the website, but did not make it in the council packet. Sam requested that Council refer to the website minutes when approving the December reports. Rayelle noted that the defibrillator had been replaced. Now is the time to determine who will be involved in addressing the maintenance. A few names were suggested. Lindsay uplifted that Jen Hanson is willing to take the lead on the Growth and Hospitality Commission. Pastor Dave shared that approximately 1400 worshipers attended online on Christmas Eve. Advent drive thrus were well-received, and it was nice to offer blessings to those who visited. Michelle made a motion to approve the website council minutes, and the staff and commission reports. Darcie seconded the motion. Motion carried.
4. Financials –
 - a. Discuss/Approve previous month's financial reports – David B. noted that 2020 income came out to 95% of what had been budgeted, and expenses were at 92% of what was budgeted. This left an amount of

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\$20,755 in reserves. He noted that the use of tithe.ly was very helpful to maintain continued giving. However, there was a bit of a drop in giving once it was too cold to hold outdoor services (loose offering). Council reviewed a few accounts where there were a few clerical errors – reduce 39003 by \$3,000, reduce 39008 by \$15,000, and reduce 76535 by \$2,000. With those adjustments, David B made a motion to approve the previous financials and updated 2021 budget. Darcie seconded the motion. Motion carried.

- b. Congregational Budget sessions – Direct mail, email, and worship announcements have been made to announce budget information sessions on January 17th at 11am and Jan 20th at 7pm via phone or Zoom.

5. Old Business – (30 min)

- a. Council Succession Planning – Marlo noted that the ballot is set which the exception of one person for a three year term on the audit committee. Kelly recommended that Council request a write-in candidate at the annual meeting.
- b. Worship and Music Update – Pastor Dave deferred this conversation to the upcoming COVID task for update.
- c. Personnel Update – Rayelle shared that they are looking to fill an AV position. A few names and resources were noted to follow up on.
- d. COVID-19 Task force updates – Sam said the COVID task force met on Sunday 10th and that as of the end of December Dodge County was at 5.3% positivity (benchmark was below 5%) and 42.76 cases per 10,000 (benchmark to be below 15). Pastor Dave forwarded leadership council an email with more detailed statistics. Michelle noted that with these numbers and with an anticipated spike following holidays, St. John's continue with online meetings, and holding no in-person groups or worship at this time. The task force plans to reconvene on January 31st to reevaluate the COVID numbers and also to revisit the COVID plan, as it hasn't been revised since August. Marlo made a motion to approve the COVID task force's recommendation. Michelle seconded the motion. Motion carried.
- e. Annual Meeting Preparation – Marlo shared that there are currently 45 registered for the annual meeting (50 to reach quorum). A postcard announcement was mailed out to membership, and has also been included on announcements. Marlo also noted that the notifications fall within constitutional guidelines of preparing membership with proper notice to attend. Membership is invited to attend a practice meeting on Sunday 17th at noon to log in and do a practice vote in case anyone may be uncertain of what to expect.

6. New Business – (20 min)

- a. 2021 Narrative Budget – Pastor Dave is working with Katie on a one-page document to serve as the narrative budget.
- b. Roundtable Discussion – Pastor Dave shared the following request. In order to permit David Efflandt to benefit from the provisions of Section 107 and 108 of the Internal Revenue Code of 1954, the council specifies that the total compensation paid to him includes a housing allowance. He estimates that he will spend \$36,720 each year for housing expenses. Since such approval by the council would permit him to deduct that amount from his taxable income and has no further effect upon our congregation or budget, it was resolved that the total compensation paid includes a housing allowance of \$36,720. Rayelle made a motion to approve the housing allowance resolution as presented by Pastor Dave. Michelle seconded the motion. Motion carried. Rayelle shared that the directories arrived, and council discussed how much to collect for directories if a family did not have photos taken. Directories will be complimentary to incoming members. Rayelle made a motion to charge \$20 per directory. Michelle seconded the motion. Motion carried. Council thanked outgoing members Michelle, Marlo, and Kelly for their time serving on Leadership Council.
- c. Closed session was not held.

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7. "God Sightings" – Leadership Council and ministry staff shared their God sightings.
8. Motion to Adjourn – Rayelle made a motion to adjourn. Michelle seconded the motion. Motion carried.
9. Council closed by reciting the Lord's Prayer at 8:59pm.
10. Upcoming events/ meetings:
 - a. Annual Meeting – Sunday, January 24th at 11am via online
 - b. Next council meeting – Tuesday, February 9th at 7pm via online
 - a. Devotions – Sam
11. Parking lot (Items for future discussion):
 - a. Constitution Update
 - b. Properties Usage and Review