

## St John's Lutheran Church

Present: Rayelle Haase, Heather Hilgart, Dave Bornfleth, Emily Carling, Lindsay Colwell, Sam Marsland, Ann Trihey, Grace Marsland, Jim Evenson, Pastor Cheryl Inderhar, Darcie Moehnke

Absent: Deacon Amanda Sabelko, Dave Ziegler

### **Council Meeting Minutes**

**June 8, 2021 7:00 p.m. - via Online Invite**

1. Call to order – Sam 7:05pm
  - a. Approval of agenda (Motion Darcie, 2 Ann, motion carried)
  - b. Review any thank you notes or correspondence sent to Council or St. John's – thank from pastor of episcopal church for donation shared by Pastor Cheryl, thank from Girls Scouts shared by Darcie, other thank yous to leadership shared by Sam

2. Devotions - Emily

Jun	Emily
Jul	Rayelle
Aug	Sam
Sept	Dave B
Oct	Heather
Nov	Grace
Dec	Dave Z
Jan 2022	Darcie

3. Reports - Sam
  - a. Discuss/Approve previous meeting minutes, staff reports, and commission reports (all)
    - Thank you to properties commission for their prompt attention to any issues that have come up
    - Approve reports as submitted (Motion Ann, 2nd Darcie, motion carried)
4. Financials – Dave B
  - a. Approve March & April financials
    - Approval hopefully to come next month after meeting with McKern Financial
  - b. Discuss/Approve previous month's financial
    - Kaye to send out financial reports to council going forward
    - Income down for May, however expense to income ratio is even (<\$1000 YTD)
    - Issue with due to dedicated becoming more clear
    - Approve May financials next month

Approve holding off financials for March, April and May (Motion Ann, 2nd Darcie, motion carried)

5. Get Down to Business
  - a. COVID-19 Task force updates (Sam)
    - Motion to approve Covid Task Force Recommendations items 1-8 below (Motion Heather, 2nd Ann, motion carried)
      1. Kitchen volunteers vaccinated do not need to follow mitigation measures, however recommend unvaccinated volunteers should continue to wear masks and social distance
      2. Thoroughly clean kitchen and flush systems requiring water prior to putting kitchen back into use
      3. Exhaust fans do not need to be run unnecessarily
      4. Starting 7/1/2021 (or sooner if kitchen is fully cleaned), food & coffee can be part of fellowship no matter age or vaccine status
      5. Catered food and coffee indoors can be immediately
      6. Offering plates, hymnals and bibles can be moved back into sanctuary (not cushions yet). Encourage use of hand sanitizer before entering sanctuary before using these items. Fogging for disinfecting can no longer occur with paper products in use
      7. CKP staff will not be required to wear masks indoors starting 7/1/2021 or when 70% full vaccination rate in Dodge County 16yo & up
      8. 7/1/2021 Sunday school wing open to congregation

- b. CKP Update (Sam)
  - Approve any desired Covid related plans or changes to plans regarding operations under Covid need a lead time of one week for council and Covid task force to consider prior to being implemented (Motion Rayelle, 2 Jim, motion carried)
  - Expecting 3 classes in the fall
  - Interviews for additional staff continue
- c. Summer worship – Approve worship indoors during the summer except for special Sunday services (ie. Aug 15<sup>th</sup>) (Motion Heather, 2 Emily, motion carried)
- d. Personnel Update (Rayelle)
  - Interviews for secretary coming up
  - Updating associate pastor job description
  - AV position available
  - Lindsay compiling list of commissions and members
- e. Informational meeting recap
- f. Roundtable discussion
  - New phone system project management: tell KM Telecom we accept their bid; need church volunteer(s) to run cables; need timeline of install from KM Telecom and how long phone systems will be down (Thank you Lindsay)
  - Insurance: inquiry came forward on other insurance company. Council looking to Properties to evaluate
  - Audit commission working on bringing concerns forward; internet safety, information security, contract review
  - Succession planning with nominating commission: Ann, Dave B, Sam, Emily end terms after this year (Thank you Lindsay and Heather)
- 6. Closed session - elected council - held
- 7. "God Sightings" - shared
- 8. Motion to Adjourn 9:05pm (Motion Ann, 2 Rayelle, motion carried)
- 9. Lord's Prayer
- 10. Upcoming events/ meetings:
  - a. Next council meeting July 13, 2021 – in person Campfire @ Heather's
- 11. Parking lot (Items for future discussion):
  - a. Constitution Update
  - b. Strategic Planning Specialist
  - c. Council Book Study – Book 'Growing Young'
  - d. Properties Usage and Review
  - e. Informational meeting schedule

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Dave Ziegler

Absent: Deacon Amanda Sabelko, Lindsay Colwell, Ann Trihey, Grace Marsland, Pastor Cheryl Inderhar

**Council Meeting Minutes – Special Session**  
***June 20, 2021 10:00 a.m. - via Online Invite and in person***

Motion to approve personnel commissions recommendation to hire office assistant Elizabeth Smith.  
(Motion Dave Z; 2<sup>nd</sup> Heather; carried)

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Absent: Deacon Amanda Sabelko, Lindsay Colwell, , Grace Marsland, Pastor Cheryl Inderhar, Sam Marsland, Darcie Moehnke, Jim Evenson

**Council Meeting Minutes – Special Session**  
***June 27, 2021 10:00 a.m. - via Online Invite and in person***

Motion to approve personnel commissions recommendation to extend offer, pending background check, for Karen McClamroch, for a staff position at CKP.

(Motion Ann; 2<sup>nd</sup> Dave Z; carried)

