

**MINUTES**  
**Emanuel's Lutheran Church Council**  
**Tuesday, January 12, 2021**  
**6:30pm | Zoom.com | Family Life Center**

- I. Call to Order, *Susan Y.*
- II. Attendance, *Hazel D.*
  - a. Present: Pastor Marcus Bigott, Susan Yeatts, Keith Vinyard, Lindsay May, Allan Bode, Caroline Bower, Emily Prochnow, Linda Salt, Pastor Kelsie Theiss, Sarah Kent
  - b. Absent: Hazel Dalton, Ron Schneider, Steve Anderson
- III. Prayer & Devotion, *Pastor Kelsie*
- IV. Approval of the Agenda, *Susan Y.*

**Discussion:** Pastor Marcos wanted to add two items to the agenda under New Business, c and d.

**Motion made to approve the amended agenda by:** Allan Bode  
**Second:** Keith Vinyard  
**Voice Vote: Approved**
- V. Approval of the Minutes: December 8<sup>th</sup>, *Susan Y.*

**Motion made by:** Pastor Marcos  
**Second:** Linda Salt  
**Voice Vote: Approved**
- VI. Approval of the Consent Agenda, *Susan Y.*

**Motion made by:** Pastor Kelsie  
**Second:** Keith Vinyard  
**Voice Vote: Approved**
  - a. Staff Reports
- VII. Old Business
  - a. *Stewardship – 2020-2021, PM*

**Discussion:** The stewardship campaign was very successful and the committee will follow up with those who did not turn in their commitment forms.
  - b. Discussion Sessions – January 10<sup>th</sup> and 17<sup>th</sup>
    - i. Women's Ministry Room, 9:15am First session had about 10 attendees.

**Discussion:** The session was recorded and was posted to the web page. The session went well.
  - c. Drive Thru Annual Meeting
    - i. Sunday, January 24<sup>th</sup>, 12-1pm

**Discussion:** We will meet in the parking lot and need help of council members. The only thing that we will be doing is a drive through voting. Procedures were outlined. We need at least 50 people to vote. The ballot will contain all of the items that need to be approved and voted on.
- VIII. New Business
  - a. Financial Update: Church and Day School, *Keith V.*
    - i. Denise to provide statements via email

**Discussion:** Church - Offerings are above the level from 2019, probably due to stewardship campaign. There is a Day School entry that needs to be fixed. There were some areas over budget, but the expenditures were for necessary

equipment. Salaries show to be over budget, but it is because of a change in the way salaries are paid, and some 2019 salary monies are in the 2020 numbers. There is an expense that needs to be moved to the Day School for salaries, and with the PPP revenue, we ended up using much less of the money from the Edward Jones Account.

Day School - Expenses were about \$5,000 over the revenue once all of the adjustments have been made. The budget does not match what was spent, but there was a change in personnel and direction of the Day School last year.

**Motion to approve the Financial Update: Allan Bode**

**Second: Linda Salt**

**Voice Vote: Approved**

b. 2021 Day School Updates, *Victoria B.*

i. Budget, Building Expansion, Renovations

**Updates:** A budget has been developed with the plan of having 65 children in care. We currently have 59. The building renovations have been started, and a second room is being created for infants. The Director's office is in the toddler room, so a permanent wall will be added to soundproof the area. The area is very large and can be grown into.

**Discussion:** Currently, the budget is estimating revenue a bit high, because there are not enough students to support the estimated revenue. Mrs. Bower said that the budget will be flexible and not overspend the revenue. Personnel will not be staffed unless there are children enrolled to support the salaries.

**Motion for Day School budget: Move to approve the Day School budget with the stipulation that the operating budget is flexible and expenses do not exceed revenue.**

**Motion: Pastor Marcus**

**Second: Allan Bode**

**Voice Vote: Approved**

c. K&J HR Agreement

**Discussion:** Suggestion is to use Option 1 and have the information updated rather than rewritten. The estimate is that this would take 3-4 hours. The money would come from the line items for consultants.

**Motion to approve option 1 with K&J to handle the HR policies updates.**

**Motion: Keith Vinyard**

**Second: Linda Salt**

**Voice Vote: Approved**

d. Bazinga Lawncare Agreement

**Discussion:** Mowing contract with Bazinga Lawncare for all church grounds for \$150 per visit. The budget would allow for about 40 mowings. We need to make sure that mowing is done towards the end of the week so that the church looks nice on Sundays.

**Motion to approve the Bazinga Lawncare Contract for 2021.**

**Motion: Pastor Marcus**

**Second: Linda Salt**

**Voice Vote: Approved with one No**

e. Staff Reports' Action & Conversation, *Susan Y.*

i. Stewardship Capital Campaign

**Discussion:** This needs to be addressed in the next council meeting once the new council is seated.

ii. Day School Pecan Tree on Playground

**Discussion:** There is a rotten section in the Pecan Tree on the Day School playground. Tree trimming for day school needs to be done within the next month. Bids will be gathered for the work.

f. Any additional questions, comments, or concerns?

**Discussion:** Reports about COVID in the congregation. Specific names purposefully omitted.

IX. *Closing Prayer, Pastor Marcus*

X. *Adjournment, Susan Y.*

**Motion made by:** Keith Vinyard

**Second:** Pastor Kelsie

**Voice Vote:** Approved

XI. *Parking Lot*

a. *G4 Plumbing Brass Valve Installation Project*

b. *Strum Enterprises – Roof Leak and Repair*

c.

DRAFT