



# St. Paul Lutheran Church

## Congregational Council Meeting

### Tuesday, March 17, 2020

COUNCIL MEMBERS IN ATTENDANCE					
X	Sarah Friesen-Carper, Pastor	X	Dale Brainard, Member at Large		
X	Tyler Kroschel, President	X	Chris Clark, Member at Large		
X	Andy Stoyke, Vice President	X	Jaime Fraley, Member at Large		
X	Julie Coozennoy, Secretary	X	Arlie Post, Member at Large		
X	Chris Timmons, Treasurer	X	Karen Rozeske, Member at Large		

Meeting called to order at 6:03 pm by Tyler Kroschel and opened with devotions and God Sightings

#### CONSENT AGENDA

- A motion was made by Dale Brainard to approve the consent agenda, Pastor's, Committee's & Financial Report. Seconded by Andy Stoyke. Unanimously approved.

#### FINANCIAL REPORT

As of February 29, 2020	ACTUAL
General Fund Offering*	\$31,127.05
Total Revenue*	\$35,640.77
Total Expenses (before mortgage)	\$13,884.64
Net Income (after mortgage payment)	(\$1,274.76)
Mortgage Balance	\$399,802.93
Edward Jones Balance	\$39,057.71

\*This reflects an annual gift.

#### **FINANCE REPORT:**

- There was no finance meeting.

#### **INTERIM PASTOR'S REPORT:**

(note: this report was submitted before the changes were announced to comply with the CDC recommendations)

- I. Administration
  - a. Weekly staff meetings with Office Admin
  - b. Weekly note from the Pastor in Refresh and ReNEWS
  - c. Monthly meetings with Saint Paul Area Synod Interims
  - d. Monthly report to synod office
  - e. 1 meeting with treasurer
  - f. I hosted the Interims of the North Conference (there are 5 of us) on Feb 25<sup>th</sup>. We met for 2 hours and discussed how we can support one another and where our congregations are in the process. There are several congregations that are considering finding ways to partner with other congregations in ministry. This may be something we want to get in on – or at least talk about.
  - g. Nate from TR Communications set up the new (refurbished) computer in the Admin Office. This should conclude the computer work that Council approved back in September.
  - h. Exec. Team and I decided to make Andy Stoyke the Authorized Agent for All God's Children Preschool during this interim period. We are working on that paperwork.
- II. Education
  - a. Weekly Bible study continued in February but is suspended during Lent. The participants wanted to focus on the evening worship opportunities.

- b. Confirmation – Wednesdays 6:30-7:30; 2019-2020 theme: “What it means to be a Lutheran.” 18 students and 4 adult guides.
  - i. The Confirmation retreat schedule has changed to 8am April 18 – 1pm April 19. This was a much more manageable time frame for families and hopefully will get us the chaperones we need. Students will not miss any content but will have only one evening together of free-time.
  - ii. I am sending a weekly update to Confirmation families and students as a way of increasing communication
  - iii. Confirmation shifts to 6-7 during Lent and students are required to attend worship at 7.
- c. Adult Forum on Sunday – Using Gather Magazine materials (magazine of the Women of the ELCA) we are discussing emotions and how we can use them as we open our lives to God. We started with anger, we'll move on to grief and then to joy.
- d. We got to gift two of our 3<sup>rd</sup> graders with Bibles on February 23<sup>rd</sup>! What a joy!

### III. Worship

- a. 1 WAM Team meeting
- b. In Lent, we return to Setting 10 for very simple worship.
- c. We have begun to gather and read “God sightings,” that is, where people are seeing God breaking through and/or present in this congregation during the announcements time in worship. This will continue through the church year (November 2020).
- d. 5 worship services; 4 sermons; 3 children’s sermons
- e. See attached for outline of worship through the Easter Season
- f. Lent includes weekly Wednesday worship at 7pm using a simple evening prayer model. Each week in Lent Sunday and Wednesday worship themes: Open My Eyes, Lord; Open My Hands, Lord; Open My Ears, Lord; Open My Heart, Lord; Open My Life, Lord.
- g. Weekly Preschool Chapel– W/Th 10am
- h. Weekly Prayer is suspended during Lent. The participants wanted to focus on the evening worship services.
- i. First Communion class will be offered April 5<sup>th</sup>. The children will receive their first communion on Maundy Thursday. The worship service will be somewhat different however, to focus worship on the story of Jesus’ Last Supper with his disciples.
- j. I led worship at Parmly on February 19<sup>th</sup>. One of the former pastors of SPLC signed us up to offer worship as part of a local clergy group. We lead 2-3 times a year. I decided to keep that commitment while I am here. Your called pastor can decide if s/he wants to continue that. Alternatively, you can decide if that is something that you want your pastor to spend his/her time doing.

### IV. Pastoral Care

- a. 3 pastoral care visits
- b. 6 other

### V. Consultant’s recommendations

- a. Breakthrough Prayer Initiative – initiated October 13. The next step is noticing where God is breaking through and naming those places, people, experiences which we are doing each week in worship.
- b. The List of Loving Behaviors was adopted unanimously at the Annual Meeting. Tyler is working to create a large print banner that everyone can sign and hang in the narthex.
- c. Ongoing
  - i. Communications plan/Team
  - ii. Fellowship opportunities – fun and getting lots of people involved
  - iii. Establishing Personnel Team and
- d. Yet to Come
  - i. Mutual Ministry Team/healthy, proper channels for concerns and feedback and teaching the congregation to utilize them

- ii. Further training for congregation and leadership on conflict transformation
- iii. Governance – especially clarifying teams and duties and updating the constitution
- iv. Clarifying identity and purpose – this will go hand-in-hand with the work around our financial future

**Worship Plans for Lent through Pentecost Sunday      Lent Theme: Open My Life, Lord**

**+ March 15, 2020 Lent 3 Open My Ears, Lord**

Isaiah 50:4-5; Psalm 40:1-8; Matthew 13:10-17  
Food Truck

**+ March 22, 2020 Lent 4 Open My Heart, Lord**

Psalm 28; 2 Corinthians 6:1-13; Matthew 22:34-40

**+ March 29, 2020 Lent 5 Open My Life, Lord**

Deuteronomy 30:15-20; Galatians 2:15-21; Matthew 6:25-34

**THEME: New Life**

**+ April 5, 2020 Palm/Passion Sunday**

Processional Gospel: Matthew 21:1-11  
Reading: Philippians 2:5-11  
Passion Gospel: Matthew 26:14 – 27:66

**+ April 9, 2020 Maundy Thursday**

Exodus 12:1-4, 11-14; John 13:1-17, 31b-35; Luke 22: 7-20  
1<sup>st</sup> Communion

**+ April 10, 2020 Good Friday**

7 Last Words

**+ April 11, 2020 Easter**

Jeremiah 31:1-6; Psalm 118:1-2, 14-24; Matthew 28:1-10

**+ April 19, 2020 Second Sunday of Easter**

1 Peter 1:3-9; Psalm 16; John 20:19-31

**+ April 26, 2020 Third Sunday of Easter**

1 Peter 1:17-23; Psalm 116:1-4, 12-19; Luke 24:13-35

**+ May 3, 2020 Fourth Sunday of Easter - Confirmation Sunday**

Psalm 23; John 10:1-10

**+ May 10, 2020 Fifth Sunday of Easter**

Children present the Story of Jonah; John 14:1-14

**+ May 17, 2020 Sixth Sunday of Easter**

1 Peter 3:13-22; Psalm 66:8-20; John 14:15-21

**+ May 24, 2020 Seventh Sunday of Easter – Ascension of Our Lord**

Acts 1:1-11; Psalm 47; Luke 24:44-53

**+ May 31, 2020 Pentecost Sunday**

Acts 2:1-21; Psalm 104:24-34, 35b; John 20:19-23

**COMMITTEE REPORTS (as submitted by Team Leads)**

**All God's Children Preschool**

- No.

**Altar Guild**

- No Report

**Building & Grounds**

- No Report

**Education Report:**

**(note: this report was submitted before the changes were announced to comply with the CDC recommendations)**

- The Sunday school kids spent the last month learning about Moses. On Sunday, March 8, they read the story of Moses and the burning bush and showed the congregation their hand painting of the burning bush.
- The SPLASH kids have learned about the Beatitudes, the Last Supper, and betrayal. Classes have been shortened during Lent. The majority of the kids are staying to attend the Lenten services after class.
- The family game day scheduled for March 15th was canceled due to the Covid-19 virus and recommendations to practice social distancing.
- The education room reorganization is complete. We owe a huge thank you to Brandy Timmons and Katie Fetterly for tackling that project.
- The mission trip youth put on a craft retreat fundraiser March 6-7. Thirteen people attended. They also put on a soup and salad dinner Wednesday, March 11 prior to the Lenten service. They had planned on doing a hotdish dinner this Wednesday, March 18; however, the fundraiser will be canceled as well. We are hopeful that they can still do the bagging fundraiser at Cub Foods on March 22 and the Easter breakfast.
- The planned week for VBS is July 27-31. The theme is Rocky Railway-Jesus's Power Pulls Us Through. We had a small group gather to watch the decorating video. Plans to have decorating days are now on hold until we're given the all clear to have larger meetings again. We have a small request list in the Constant Contact and we'll create a larger list closer to the date. Joanna intends to have the VBS registration form available in the next week or two.

The confirmation update from Brandy is as follows:

- As part of their year learning about being a Lutheran the confirmation students in grades 7 – 9 this month learned about Other Beliefs and Discipleship and Following Jesus.
- Three confirmation students assisted on February 22 6-9PM in the clean-up of the Creation Vacation for the Global Missions Team, they earned church volunteer hours for this service. Brandy Timmons (confirmation) and Jenn Cockburn (GMT) were on site for direction and leadership.
- There was no confirmation on February 26, but attendance at the Ash Wednesday service was required.
- Confirmation students have been attending the Wednesday Lenten Services. This is a mandatory requirement of confirmation this year.
- Confirmation Guides have been reminding the 9th graders that their Faith Papers are due to Pastor Sarah on April 15th. We also reminded them to start collecting patches that represent their interests for their confirmation stoles.
- Effective March 16 through April 5 all confirmation classes and activities are cancelled to heed the CDC and Minnesota Department of Health guidelines due to the COVID-19 pandemic. The following activities that involved the confirmation students have been cancelled:
  - Weekly confirmation classes.
  - Cleaning at the church on March 21 10AM
    - The Timmons family plans on cleaning the church on this day instead.
  - Assisting in the painting of the Youth Room during Forest Lake's Spring Break March 23-27 – This project will continue but dates are TBD.
- The following activities are still on the calendar after April 5th but are subject to change:
  - Student Attendance is required on April 9 for Maundy Thursday & April 10 for Good Friday services.
  - Confirmation retreat to Gustavus Adolphus College in St. Peter, MN has been planned for the weekend of April 18 & 19. This was shortened to only a 1 night overnight, from the original 2 nights as we have had in the past.
- End of Year Party on April 29.
- 9th grade confirmation rehearsal and pictures on April 30th.
- Confirmation Sunday has been scheduled for May 3.

**Communications**

- No Report

**Global Missions**

- The team prepped and set up for Creation Vacation.
- Agreed to allow SPLC youth to sell tea towels as a fund raiser on Saturday during Creation Vacation.
- Agreed that the team will offer to cover the Admin Fee related to the 2020 congregational Bega Kwa Bega Synod Companion payment.

**Loaves & Fishes**

- No Report

**Martha's Servers**

- No Report

**Outreach**

- No Report

**Prayer**

- No Report

**SPPRT**

- No Report

**Visitation**

- No Report

**WAM (Worship, Arts, Music)**

- No Report

**OLD BUSINESS**

- **2020 Annual Meeting:** Follow-up with the questions from the annual meeting.
  - What are the IRS regulations in regards to fundraising to maintain our 501(C)3 status?
    - Katie Fetterly submitted a summary of the regulations for fundraising. We will submit these to the person requesting the information. As council discussed before, if you are fundraising for a position within the church, it is a position, not a person.
  - Request for a complete listing of all assets/designated funds. Chris Timmons will put together the information to present at the March Council Meeting and we will publish after the meeting.
    - This information will be gathered and presented at the April meeting
- **All God's Children Preschool:**
  - At the February council meeting, the Preschool team asked if they could pay their substitute teachers without having to put them on our payroll. Council Treasurer researched this and it was determined they would need to be added to the payroll.
  - At the February council meeting, AGC requested permission to charge parents, who would like five day a week preschool, a reduced rate. No decision was made on this as we did not receive the additional information requested from AGC. Moved to April agenda.
- **Insurance Coverage:** At the February council meeting, questions arose if our insurance will cover personal vehicles used to transport kids on Mission Trips, etc. Also, questions if our insurance covers volunteers who work with our financials. Still working on finding these answers. Moved to April Agenda
- **Safeguarding God's Children:** We will be offering some individual classes for a few who still need this training.

**NEW BUSINESS**

- **Parish Nurse:** Janet Brainard, current Parish Nurse, submitted her letter of resignation effective May 31, 2020.
  - **Tyler Kroschel made motion to accept Janet Brainard's letter of resignation, seconded by Arlie Post. Unanimously approved.**
  - Jaime Fraley will look into the requirements to be a Parish Nurse.

- **Good Neighbor Fund - Budget:** The budgeted amount for this was inadvertently left off from the 2020 Budget.
  - **Dale Brainard made a motion to correct the error of omitting the \$400 from the budget, Karen Rozeske seconded. Unanimously approved.**
- **Good Neighbor Fund –Guidelines:** The current guidelines limit the number of food vouchers given out per quarter (4-\$25 vouchers per quarter). Discussion was held around the anticipated increased need for the community needing additional food assistance.
  - **Arlie Post made a motion to amend the Good Neighbor Fund guidelines to allow for the \$300 remaining dollars to be given out as needed, still honoring the \$25 limit per person/per quarter. Jaime Fraley Seconded. Unanimously approved.**
- **Novel Coronavirus Infection (Corona 19)**
  - **Worship:** Following the recommendations of the CDC and the Minnesota Department of Health, all in-person gatherings are suspended for the next eight (8) weeks. This includes worship, education, and Ministry Team meetings. Discussion was held around what can we do for worship? How can we bring The Word to our congregation? We decided to try Drive-In Worship – everyone would stay in their vehicle, transmit over the radio. We would begin on Sunday, March 22 with an abbreviated service. Beginning on March 29, we will offer Bring-Your-Own Communion.
  - **All God's Children:** The Council is asking their team to bring us their recommendations on how to charge their families (or not charge) for tuition for the remainder of the year.
  - **Communication:** SPLC will work on making sure all members of our congregation receive the communication necessary to know what is happening during this time. We will be doing more with God Sightings and Prayers. We have started a email address that will help with communication.
  - **Activities/Team Meetings:** Again, per the CDC and Health Department regulations, we are suspending all activities at our church for the next eight (8) weeks. This includes cancelation of the Spring Fashion Show, the Lion's Spring Fling, all Boy/Cub/Girl Scout Meetings, team meetings. Confirmation has been moved to May 31, 2020.
  - **Stewardship/Continued Giving:** Giving will continue to be an important part of our congregation. Members are encouraged to use automated giving, mail their payment or drop it off on Sunday mornings (during Drive-In Worship)
  - **Church/Community Resource:** What can we do to be a resource to our congregation and those in the community? As we are calling people, we are asking if they (or anyone they know) have any needs we can assist them with. We will be putting together a list of people willing to run errands for people, make phone calls, among other items to assist others.
- **Cleaning:** Discussion was held around what we need to do for cleaning in our church. As there will be no activity in our church, we are asking the teams that are signed up to clean, to do a deeper cleaning (no vacuuming, garbage, etc.) of common areas.

A motion was made by Arlie Post to adjourn the meeting, seconded by Andy Stoyke. Unanimously approved.

**Date & Time:** **Tuesday, April 21 at 6:30 – Building tour at 6:00 pm**

**Devotions:** **Andy Stoyke**

Submitted by:

*Julie Coozennoy*

Julie Coozennoy

St. Paul Lutheran Council Secretary

**Summary of motions made at March Church Council Meeting**

- A motion was made by Dale Brainard to approve the consent agenda, Pastor's, Committee's & Financial Report. Seconded by Andy Stoyke. Unanimously approved.
- Tyler Kroschel made motion to accept Janet Brainard's letter of resignation, seconded by Arlie Post. Unanimously approved.
- Dale Brainard made a motion to correct the error of omitting the \$400 from the budget, Karen Rozeske seconded. Unanimously approved.
- Arlie Post made a motion to amend the Good Neighbor Fund guidelines to allow for the \$300 remaining dollars to be given out as needed, still honoring the \$25 limit per person/per quarter. Jaime Fraley Seconded. Unanimously approved.

**Summary of motions made via Email between February and March Council Meeting**

- On February 27, 2020 Chris Timmons made a motion to approve the February Church Council Minutes via email. Seconded by Chris Clark. Unanimously approved.
- On March 1, 2020 Chris Clark made a motion to approve the Mission Trip Youth's request to hold two Lenten suppers (March 11 & March 18). Seconded by Chris Timmons. Unanimously approved.