



St. Paul Lutheran Church
Congregational Council Meeting
Meeting held virtually through Zoom Conferencing
Tuesday, June 16, 2020 – 6:30 pm

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 6:34 pm by Tyler Kroschel and opened with devotions by Chris Timmons reading Psalm 46.

CONSENT AGENDA

- **A motion was made by Karen Rozeske to approve the consent agenda, Pastor’s, Committee’s & Financial Report. Seconded by Chris Clark. Unanimously approved.**

FINANCIAL REPORT

As of May 31, 2020	ACTUAL
General Fund Offering	\$ 14,958.62
Total Revenue*	\$ 40,380.43
Total Expenses (before mortgage)	\$ 14,487.59
Net Income (after mortgage payment)*	\$ 25,892.84
Mortgage Balance	\$391,632.95
Edward Jones Balance	\$ 35,916.68
<i>*This includes the PPP loan in the amount of \$21,416.25</i>	

FINANCE REPORT:

- There was no finance meeting.

INTERIM PASTOR’S REPORT: For June 16, 2020

- I. Administration
 - a. Weekly staff meetings with Office Admin – Melissa and I check in on FaceTime several times a week and are connected via email and text message many times a day. We both work from home regularly. Melissa and I are in the office one afternoon a week to prep for Sunday, do mailings, and anything else we need to do while we’re there.
 - b. Weekly note from the Pastor in Refresh and ReNEWS
 - c. Weekly video from the pastor with Announcements and Devotion
 - d. Regular Zoom check-in with the Executive Committee
 - e. Communications survey for congregation – 23 responses. The communications team will discuss.
 - f. Covid 19 Team planning – 3 individuals tapped for the safety team and ongoing conversation about building usage, staff return, worship etc.; four individuals tapped for congregational care.
 - g. Monthly meetings with Saint Paul Area Synod Interims – now via zoom
 - h. Monthly report to synod office
- II. Education
 - a. On-line Bible Study has 3-5 participants Wednesdays at 1pm and will continue all summer. I’m going to experiment with an evening Acts Bible Study beginning the las week of June.
 - b. Adult Forum on Sunday - none during the summer.
 - c. Working with Communications Team and Sunday School Team re: materials on-line during the summer.

III. Worship

- a. So grateful to Chris and Kim Clark for their work to make Drive In and Outdoor worship happen. Thanks also to Chris Timmons who is now livestreaming worship and then also posting the edited worship video later in the day. We are going to need more people to help spread the work load out.
- b. Confirmation on May 31st – 9 kids confirmed!
- c. Theme for the Season After Pentecost, is The Book of Acts: The Holy Spirit Moves! Each week we will read part of one chapter of Acts working our way through the entire book by the end of November. The idea behind this is that Acts is the story of the Holy Spirit working in and through the early church. As we read how the Spirit moved them we can also ask, “How is the Holy Spirit moving us?” It will be interesting to see how this plays out in the middle of a pandemic. But We know and trust that the Spirit still abide in and with us!
- d. 4 worship services; 3 sermons; 4 children’s sermons
- e. See attached for readings through the summer
- f. First Communion will be postponed again until the families and I determine a time we feel confident to have a class and celebrate communion.

IV. Pastoral Care

- a. Pastoral care and congregational care
 - i. Regular phone calls with those who are not connected via internet
 - ii. Sunday Zoom Coffee Hour at 11am
 - iii. Birthdays and anniversary cards mailed regularly
 - iv. I am slowly working my way through the directory calling each household to check in
 - v. Pastoral contacts: 33

V. Consultant’s recommendations

- a. Breakthrough Prayer Initiative – we continue to pray in worship
- b. The List of Loving Behaviors was adopted unanimously at the Annual Meeting. Tyler and Pat have created a large print banner that everyone can sign and hang in the narthex. A dedication will happen this summer.
- c. Ongoing
 - i. Communications plan/Team
 - ii. Fellowship opportunities
 - iii. Establishing Personnel Team
- 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 June 14– August The Season after Pentecost**THEME The Book of Acts: The Holy Spirit moves the church!**

- June 14 Exodus 19:2-8a; Acts 4:1-22; Matthew 9:35-10:8 [9-23]
- June 21 Jeremiah 20:7-13; Acts 4:32-5:11; Matthew 10:24-39
- June 28 Jeremiah 28:5-9; Acts 6:1-7; Matthew 10:40-42
- July 5 Zechariah 9:9-12; Acts 6:8-7:2a, 51-60; Matthew 11:16-19, 25-30
- July 12 Isaiah 55:10-13; Acts 8:26-40; Matthew 13:1-9, 18-23
- July 19 Isaiah 44:6-8; Acts 9: 1-19; Matthew 13:24-30, 36-43
- July 26 1 Kings 3:5-12; Acts 10:1-6, 9-18, 23b-36, 44-48; Matthew 13:31-33, 44-52
- August 2 Isaiah 55:1-5; Acts 11:1-4, 16-26; Matthew 14:13-21
- August 9 1 Kings 19:9-18; Acts 12:1-19; Matthew 14:22-33
- August 16 Isaiah 56:1, 6-8; Acts 13:1-6, 13-33; Matthew 15:[10-20] 21-28

- August 23 Isaiah 51:1-6; Acts 14:8-20; Matthew 16:13-20
- August 30 Jeremiah 15:15-21; Acts 15:1-19; Matthew 16:21-28

COMMITTEE REPORTS (as submitted by Director or Team Leads)

All God's Children Preschool

- No Report

Education Report

Confirmation:

- Confirmation Sunday was successfully held on Sunday May 31, 2020.
- All confirmation robes were dry cleaned this year after Confirmation Sunday. It is unknown how long it had been since the robes were cleaned and some were quite stained.
- Funds for dry cleaning were provided by a member of the congregation.
- Brandy Timmons is working on a proposal to present to the Church Council regarding future cleaning/possible one time use robes. She hopes to have that proposal ready to present at the July 2020 Church Council meeting.

Mission Trip:

- On 06/04/20 Brandy Timmons received an email from YouthWorks issuing a credit in the amount of \$500.00 for St. Paul Lutheran Church that will expire 08/31/2022. The Credit ID number is ORD-03689-G5Q0Y0.
- We are also due a \$500.00 refund from YouthWorks.
- According to the 06/04/20 email, they are currently working on those refunds.

Sunday School:

- Katie Fetterly, Chris Clark, and Joanna Kroschel created a survey regarding Sunday School.
- Katie and Chris will use the results to determine a plan for fall classes.

SPLASH:

- Joanna is currently researching curriculum for fall SPLASH.
- The curriculum we used last year did not engage the kids very well.
- We'll have a much smaller class this coming year and have some "doubting Thomases" in the bunch.

VBS:

- VBS was canceled for the summer of 2020.
- We intend to use the curriculum we purchased this year next summer, assuming supporting materials are still available to purchase next summer.
- We do not have any plans for a replacement activity at this time.
- If anyone has ideas, we're open to suggestions.

Ministry Site Profile

- The next step in calling a settled pastor is to create a Ministry Site Profile (MSP). The MSP provides congregations a single, common form to use to describe their mission and their search for a settled call pastor. The MSP describes, in detail, who the congregation is and where God is calling us to go in mission and the qualities needed in our new pastor.
- We held our first meeting and discussed the steps needed in moving forward. With input from the congregation, the MSP defines future directions and priorities for the mission and the ministry of the congregation and culminates in the development of the Ministry Site Profile. The team is creating questions to ask the congregation.
- Under normal circumstances the MSP team would meet with the ministry teams to discuss the questions. Because ministry teams are not meeting due to the Safe at Home orders, the Ministry Site Team will be creating a survey to get the answers needed.

Praise Band

- The band has continued to provide music for worship services that is recorded remotely at each household and is then mixed together by Kim. Band members participating in this virtual format are Kim, Tyler, Pat, Dave, and Chris. Songs recorded since the last council meeting include “Who You Say I Am”, “Soon and Very Soon” and “My Lighthouse.” My Lighthouse included vocals by Caleb and Gabe Clark and Lauren and Sam Kroschel. Lauren also provided vocals for Who You Say I am. In Covid-19 we’ve all taken on new roles, including our kids, which means passing the microphone around for the families participating in band.
- As we have transitioned to outdoor worship, in addition to the band songs, we have one musician playing live, which has been Kim thus far. As cars tend to congregate in the parking lot early, Kim spends the 10 minutes before worship playing a mix of contemporary and hymnal songs on the keyboard as well as one hymn during the service that Pastor Sarah provides the live vocals for.

Safety Team

- Three items to approve immediately:
 - Sign in and Sign out sheet to track who is in the building, when, and contact information. This is for the purpose of contact tracing.
 - Request to remove the lock box on the front door. (See next item)
 - Implement appointment only use of the building so that only 2-3 people are there at the same time. Any use of the building would be scheduled - worship set up, cleaning, counting, etc.

OLD BUSINESS

- **Insurance Coverage for Financial Volunteers:** Additional information is being asked for from our insurance company.
- **Paycheck Protection Program:** SPLC received the \$21,416 PPP payment, of which ~\$12,000 has already been spent on payroll. We must spend 100% of the money by July 8th to enable us to be eligible for loan forgiveness. The funds must be used at least 60% on payroll expenses (including benefits), and the remaining on expenses (mortgage, utilities).
- **Church Mutual Application:** Church Mutual received more applications for grants than initially anticipated. No decisions have been announced.
- **Sealcoating the parking lot:** Bids were received; however, there were variances in the bids (square footage, items being completed, etc.). The council has asked for the bids to be resubmitted with uniform information and then a decision will be made.

NEW BUSINESS

- **All Gods Children Preschool:** Their current policy requires a non-refundable application fee. In the event of no school this fall (due to COVID-19), AGC’s team is recommending refunding the application fee.
 - **The following motion was made by Tyler Kroschel: In the event of no preschool sessions this fall (due to COVID-19) the preschool team be allowed to refund the application fee if they deem it appropriate. The motion was seconded by Karen Rozeske and unanimously approved.**
- **Ministry Site Profile:** Received an update on the process being used to create the Ministry Site Profile for SPLC (see notes under team reports). This is the next step in calling a pastor.
- **Removal of tree in church cemetery:** The building and grounds committee submitted a request to have a large elm tree removed from the northwest corner of the cemetery. The tree hangs partially over a congregational member’s house, the congregational member has agreed to help offset the cost of the removal.
 - **Dale Brainard made a motion to have the building & grounds team move forward with hiring a bonded and insured company to remove the tree in the cemetery. The council will commit up to \$1,800 for the removal expense. Tyler Kroschel seconded the motion and unanimously approved.**
- **Outside Movie:** a member of the congregation asked if they could look into holding an movie outside. The council recommended they work with the new Congregational Care Team that will be working on fellowship events.

- **Communications Survey:** Pastor submitted the results from the survey the congregation took in May. There were 23 responses. This information will be shared with the communications team.
- **Enhancing/Updating Communications to the Congregation:** The council wants to be sure the congregation has the opportunity to ask questions (in this time of COVID when you don't visit with people face-to-face) and receive all the information they need to stay informed about the life of the congregation. One of the ways the council is hoping to get more feedback is through the "Ask the Pastor, Ask the Executive Team or Ask the Council" area on the website. This page is located under News & Events, Church Council.
- **Summer Worship: Hospitality Table:** We will look into having a Hospitality Table at the outdoor worship tables. This table could have a few communion "to-go" cups (individually wrapped & sealed), masks (for those who forgot theirs to sit outside), hand sanitizer, and a couple bulletins. This table could be staffed by volunteers wearing gloves and masks.
- **COVID-19 Moving Forward:** A Safety Team has been formed who will be looking into recommendations on how to safely move forward – bringing staff back into the building, cleaning practices (before re-entering and once we are back inside), and other details necessary because of COVID-19. No action was taken by the Council other than to implement a contact tracing sign in and sign out sheet immediately.
- **Hallberg Foundation:** The church received a \$2500 gift from the Hallberg Foundation. We will look at using this for COVID-19 related expenses.

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

Date & Time: Tuesday, July 21, 2020 at 6:30 pm

Devotions: Dale Brainard

Submitted by:

Julie Coozenoy

Julie Coozenoy

St. Paul Lutheran Council Secretary

Summary of motions made at June Church Council Meeting

- **A motion was made by Karen Rozeske to approve the consent agenda, Pastor's, Committee's & Financial Report. Seconded by Chris Clark. Unanimously approved.**
- **The following motion was made by Tyler Kroschel. In the event of no Preschool Sessions this fall (due to COVID-19) the preschool team be allowed to refund the application fee if they deem it appropriate. The motion was seconded by Karen Rozeske and unanimously approved.**
- **Dale Brainard made a motion to have the building & grounds team move forward with hiring a bonded and insured company to remove the tree in the cemetery. The council will commit up to \$1,800 for the removal expense. Tyler Kroschel seconded the motion and unanimously approved.**
- **A motion was made by Arlie Post to adjourn the meeting, seconded by Chris Timmons. Unanimously approved.**

Summary of motions made via Email between the May and June Council Meeting

- **On May 20, 2020 Tyler Kroschel made a motion to approve the May Church Council Minutes via email. Seconded by Pastor Sarah. Majority approved.**