

**First Lutheran Church
Congregation Council Meeting Minutes
October 20, 2020 6:30 p.m. via Zoom**

“Renewed by Christ in Word, water, bread and wine, we serve our community and the world”

Members Present: Gordon Long, Bill Kautt, Pastor Bill Nelsen, Cindy Nadeau, Ken Westphal, Michelle Doose, Garrett Paul, Mary Spear, Shanon Nowell, John Sylvester, Carolyn Trnka, Harry Hunt

Members Absent: Mary Thompson, Ryenne Pettis, Heidi Christenson, Raina Roemhildt

1. Call to Order: Bill Kautt at 6:35p.m.

2. Devotions: John Sylvester

3. Approval of the Agenda: M/S/C

4. Approval of Sept. 15 minutes: M/S/C **Approval of October 5 minutes:** M/S/C

5. Pastor’s Report: Interim Pastor Bill Nelsen

A. Thank you to council for bringing me here. I pledge to do my best with guidance from the Holy Spirit. Thank you for the bouquet of welcoming flowers.

B. What I have been busy with:

- Organizing my office
- Figuring out Zoom, emails and home/office technology integration
- Learning, listening, attending committee meetings
- Organizing lists of people to call regarding health and sorrow or reconciliation process
- Encountered a call to make use of the Coronavirus fund.
- Preparing for 9th grade confirmation
- Attended Fall Theological Conference
- Preparing sermons

C. Request to take Zoom calls from office. No web camera in Pastor’s office. Ask Karen which fund to take funds from.

6. President’s Report: Bill Kautt

A. Finished letter of agreement with Pastor Bill. Runs through August.

B. Stewardship estimate of giving cards should have been received in the mail. Council should return ASAP.

C. Confirmation has begun. Calleigh is amazing!

D. Lay leader guidelines for Synod Congregational Meetings:

- Only deal with items on agenda
- Nothing comes to meeting as action unless approved by council
- Agenda should be approved by council at the Nov. meeting

7. Treasurer’s Report:

- A. Proposed budget - please review. Budget will need to be approved at the next meeting. 267,000 spent this year, budget 440,000
 Maintenance has been less, committees have spent less...
 Covid is the unknown in all of this which makes it hard to plan for what is ahead.
 Proposed budget of 421,000 dollars. Includes 1.4% increase from Staff Support and Synod recommendations.
 Excess- what will it be at the end of the year? Income coming in? We will know more when pledges come in.
 Going forward we will not have PPP loan, no end of year special gift, no extra gift money for Emily's full time position.
 Offering has not been keeping up at this point.
 Endowment fund, 20,000 for committees- only ½ has been spent.

8. Informational Reports

- A. Health Advisory Team: Chapel or nave open? Feasible, but people would need to sign up. One per hour, 30 minutes of meditation, 30 minutes of cleaning. Staff is open, but maybe see how many people might really be interested. Options area available, for example, right outside of chapel. Staff is still sensitive to health issues. Masks, hand sanitizer should be used. We need signs posted to wear masks.
- B. Nominating Committee: Constitution says six members, but there are currently only five: Paul Haukoos, Betsy Paul, Bob Shoemaker, Cheryl Kautt, and Mary Spear. There are 10 council members needed this year.
- C. Welcome Ceremony: A welcome litany was recorded at the beginning of the meeting.
- D. Constitution Changes:
1. Finance Committee- Budget Approval at January Congregational Meeting
 2. Cemetery Committee- Term Limits: Motion that FLC council approve cemetery policy as ammended. S/C
 3. Staff Support- Change in Committee Responsibilities: The Staff Support Committee proposes that bylaw C13.09.01.D10 be revised to read as follows:
 "The Staff Support Committee is responsible for
 *monitoring and updating staff job descriptions,
 *reviewing and recommending changes to the employee handbook,
 *holding regular conversations with staff to determine needs,
 *addressing staff concerns and complaints,
 *discussing individual and staff objectives,
 *monitoring progress to goals,
 *making hiring and compensation recommendations, and
 *offering encouragement and affirming the work of all staff members."
 RATIONALE FOR THE REVISION:
 The proposed revision serves to more accurately and clearly reflect what the Committee has been expected to do and has been doing.
- E. Zoom Congregational Meeting: Shannon is looking into this. Zoom platform can be used for this type of meeting. Absentee ballot? Constitution does not allow voting by

proxy. Unanimous ballot? Check with Synod. Newsletter poll? Ranked choice- Zoom, in-person at church, in person in larger venue like the high school.

9. Unfinished Business:

- A. Budget: Salaries and staffing- what framework will budget provide for us in moving forward with staffing? Set general parameters but leave room for specific decisions. Pastor Bill and Bill Kautt will look at possibilities for a process for council to work with. Garrett Paul, Mary Spear, Michelle Doose, and Harry Hunt will look at staffing models. Possible to have a single salary pool to work with. Benevolence 37,000. It is 10% of money brought in. Youth budget going from 3,500 to 500. There is 5,300 in funds that was raised by youth for trips that is not part of this amount.
- B. Worship and Arts Questions:
 - 1. Approval to move ahead with with piano repair and first phase of organ repair. Piano repair will cost 10-11,000. Phase 1 of organ repair will be 12,500. Committee has most of the money for the piano, $\frac{2}{3}$ of money for organ. Motion to approve moving forward with first phase of organ repair with Patrick Fisher, not to exceed 11,500.00. S/C
Motion to approve piano repair contingent on funding procured completely and not to exceed 11,500. S/C
 - 2. Request to create a dedicated savings account for instrument maintenance and repair. Source of funding? Possibly from weddings and concerts in our building. Budgeted money doesn't carry over, but savings account would. Motion to defer a motion until we hear from finance committee. S/C
 - 3. Permission to start fund raising and send out a letter in November to let people know what is coming to repair organ and get fundraising going in early 2021. Coordinate timing of letter with Stewardship Committee. Move to defer to January meeting S/C
- C. Staff Support Charter: Motion to vote to receive as information S/C

10. New Business:

- A. Red Cross Blood Drive: Health Advisory Committee reports that the Red Cross does all the cleaning of area, but the bathroom would need to be cleaned by Dave. Dave is ok with this. New mister machine makes disinfecting job easier. HAC recommends that we allow this to happen. Approve contingent on Red Cross proof of insurance and masking and health protocols. M/S/C
- B. Boy Scout Charter- Jim Neubauer: Review charter agreement. Currently there are 3 units of scouts- Boy Scout Troop 58, an all Girl Troop 1058, and a k-5 Pack. Charter will be emailed to council members to review. Pastor Bill will sign after council approves.
- C. Bank Documents- Motion

Whereas First Lutheran Church has called Pastor Bill Nelsen as its Interim Pastor effective October 12, 2020 and it is appropriate in that role for Pastor Nelsen to have certain banking privileges commensurate with that position,
Be it Therefore Resolved that Pastor Bill Nelsen have check signing, lock box, deposit, and on-line banking privileges at First National Bank Minnesota and Pioneer Bank effective October 12, 2020 S/C

11. Committee Reports

- A. Building and Grounds: Hope to finish stiping next week. Anonymous grant was received to purchase a misting machine for disinfecting. Saturday grounds clean up.
- B. Cemetery: Tom Thorkelson led a successful cleaning last week.
- C. Finance: YTD revenue ahead by 41,000. Weekly receipts are lower now than what we saw a year ago.
- D. Funds Management: Meeting after election to review endowment commitment to committees.
- E. Lifelong Learning: Two upcoming events are being planned. Nativity drive through the first weekend in December. Nativity scene, stations, caroling. Virtual Christmas Program- same script as last year. Families will record their part. We will be meeting on Sunday.
- F. Outreach/Inreach: Shannon will be contacting people that may be interested in being part of this group.
- G. Social Justice: Some members met with executive director of Partners for Affordable Housing to see how we could collaborate. Collaboration with Outreach/Inreach for a book club focusing on social justice issues. Asking for volunteers to tutor at the Islamic Center.
- H. Staff Support: Continuing journey through job descriptions
- I. Worship and Arts: Committee did not receive funds from the Schmidt Foundation.

12. Good of the Order

- A. Good question, Observation, or Comment:
Cindy will not be able to attend Council Meeting in November. Will need someone to cover minutes. Shannon will take care of it!
- B. Devotions for November: Carolyn

13. Lord's Prayer

14. Adjourn- 10:09 pm

Our next meeting is scheduled for November 17, 2020