

MEETING MINUTES: Sunday, December 10, 2017

Council for Christ Lutheran Church and PreSchool

ATTENDEES: Richard Davis, Tom Pfenning, Mir Pawlak, Rev. Amy Becker-Perez, Lynn Brandl. Not in attendance Rob Jost, Jodi Jost, Kathy Davis, Lois Menis, Penni Sauer. Also in attendance Ken Pawlak.

CALL TO ORDER: Meeting was called to order at approximately 10:40 a.m.

APPROVAL OF MINUTES: *MOTION to approve minutes of the October 22, 2017 meeting (provided earlier via email) made by Mir Pawlak; Second by Richard Davis. Approved.*

PASTOR'S REPORT – Rev. Amy Becker-Perez: *(Report attached)* Pastor shared progress on updated membership roster. Letters went out, and a few responses came in. Looking for volunteers to organize/call/make contacts after Christmas. All-Church Education Hour (Dec 3) was well received; future sessions (TBA) will include support by Bryan Pawlak, Nan Dahlke and Alyssa Dahlke. First Communion Worship after Christmas, based on family schedules. Pastor met with Pastor Jin Lee of justWorship, and noted that they continue to be “planted” here. Pastor met with “new” Bishop’s Assistant Rev. Sarah Stumme, who helped clarify Interim tasks, which include identifying members and guiding mission/vision (often 10 hour per week job). Given the current 20-hour schedule, Pastor was asked to consider if adding time (i.e., up to 25 hours) would help. Pastor provided proposed schedule for Time Away, with hopes of consistent Supply Pastor coverage. Pastor was encouraged to take off Dec 31 and Jan 7 (Lynn Brandl also gone). Council supports Lay Leader worship on December 31 (Penni Sauer will open church; Mir, Tom and Penni have offered to read/lead), and potential Supply-Pastor Sunday on Jan 7 (Ben Dahlke or Joleen Gleasman may be available for keyboard). Council continues to support Sunday Away schedule as provided, understanding that dates may change based on family schedules and/or Supply Pastor availability; Pastor Amy is directed to begin planning for/scheduling her time away. *MOTION to support Sunday time away schedule made by Mir Pawlak; Seconded by Tom Pfenning. Approved.*

PRESCHOOL MINISTRY: No formal report provided. Richard Davis reported that some afternoon staff coverage has been formalized into contract agreements to help mitigate unexpected overtime expenses. It was noted that the playground fence is in bad shape, with hopes that the Anniversary Fundraiser might support, expected at \$10,000.

EDUCATION/SUNDAY SCHOOL/CONFIRMATION: Mir Pawlak reports that the fall Sunday School curriculum has been well received by students and teachers, given the ease of use. Mir had donated the cost for the fall unit, and will now order/donate the materials to start January classes. Thank you, Mir. Mir reported that Education Leadership role has been transitioned from Jodi to Mir. Thank you, Jodi, for your many years of service as Sunday School Director.

CALL COMMITTEE/PASTORAL SUPPORT: Pastor suggested she meet again with the Committee, especially given the recent directives from Rev. Stumme (*see Pastor's Report above*). Mir Pawlak will schedule after the new year.

LEADERSHIP ROSTER: Discussion about how volunteers/leaders are identified and brought in. We noted that there has been no formal Nominating Committee — rather anybody who has time/interest has stepped into roles as they could, with some roles going empty. (Gaps were noted for such traditional roles as Stewardship, Property/Grounds, Youth.) Given the number of available volunteers and the tasks ahead, it was determined to not present a roster for a vote during January 21 meeting. Rather, we will use that time to share the need for participation for the congregation to remain viable. (*See next item for details.*)

CONGREGATION MEETING JANUARY 21: We will continue to plan for a Congregation meeting on January 21 after worship. We will not present a leadership roster for a vote (as is often done at the first meeting of the year), but rather we will use this time to share needs and encourage people to get involved. Pastor Becker-Perez will lead us in Mission/Vision discussion, which is a task expected of an Interim. We will share general finances (i.e., difficulty in paying bills and remaining financially viable) and present a general budget outline in the context of the bigger picture of CLC as a viable, sustainable ministry. Tom Pfenning will look to make a CLC Giving Tree so that people can also support with specific payments during that meeting (i.e., pick up the cost of the monthly phone bill, or pay toward the repair of emergency lights). Message expected to be more Stewardship than business meeting. Other items: Call for Synod Assembly participation, outline volunteer/leadership roles, formally approve Constitution/Bylaws.

FINANCIALS: Tom Pfenning provided end-of-November financial report (*dated 12/9/17; attached*). We received a \$16000 insurance check, and Tom will meet with the roofing company this week to settle that project. He noted that we continue to have trouble covering payroll (twice per month), and that Christine, Kathy and Pastor have offered/waited on their paychecks at various times. Thank you for that selflessness. One area that is creating “surprises” seems to be staff overtime (over contract, not over 40-hour week), which Richard reported (*see PreSchool section*) is being addressed by

contract changes to allow for better planning. Tom suggested he meet with Rob Jost and Kathy Davis to work on new budget numbers (both to address payroll short falls and budget planning for the Congregation Meeting). Next PreSchool Board meeting is Jan 14. Richard and Tom will continue to communicate to make sure funds are in place before processing payroll. Bills remain outstanding, with balances on light poles, AC compressor, back flow repair, old snow plow bills. Benevolence has not been paid. COOL Ministries did receive Empty Bowls check. Caring Hands fund (Thrivent grant, no longer available) is less than \$100; Lynn and Tom will make sure Deb Liden/Caring Hands knows, and talk with her about how we can support this ministry. Penni Sauer has looked into the "new Manna" scrip program, and Mir suggested we consider an Amazon Smile account. Overall financial concern is that this is the time of year we need to build up a reserve in order to cover summer months when both tuition and congregation giving drops.

MOTION to accept financials as presented made by Richard Davis; Seconded by Lynn Brandl. Approved.

CAPITAL PROJECTS/REPAIRS/EXPENSES:

- **Organ:** Martin Digital Organ contemplating bankruptcy; Lynn will continue to try to dialogue; Boy Scout leader/Attorney Rollo suggested pro bono lawyer through California ELCA congregation.
- **Annual Inspections:** Remaining required annual inspections for sprinklers; alarms/emergency lights; fire extinguishers on hold until we can pay. Emergency lights initial estimate at \$900 to fix those noted on Countryside Fire inspection – Lynn looking for better quotes. Backflow is repaired and passed, though inspection report won't be submitted by company until the repair/test fee is paid (\$500+). Countryside due for annual inspection follow-up.
- **Snow Contract:** Current (Ground Up) was cheapest. Approx. \$1000 in old bills (provided recently) remain open. Based on conversation with owner, Lynn suggested we hold that open until after Christmas, and pay in increments.
- **Parking Lot Lights/Utility Dynamics:** \$4760 out of \$7760 remains unpaid
- **AC Compressor/Assurance HVAC:** \$5200 total cost; \$2500 paid by donor; \$500 by church; Donor working to clear this bill up before Christmas; Lynn will see about a cheap furnace inspection for unit next to the Pastor's office.
- **Roof Replacement:** Insurance provided \$16,000 check; Tom will meet with roof company this week to settle.
- **Potential Eagle Project:** Patio doors in sanctuary remain an option for project
- **Parking Lot:** Cold patch done by Tom – thank you
- **Front Sign:** Timer giving issues; Tom looking for a replacement part
- **Sound System:** Bryan Pawlak has made great stride with existing equipment. Thank you.
- **Other Needs** – Playground **fence** mesh is pulling off of pipes. Request for someone to please re-hang **Christmas lights in front**, as Tom's shoulder will not allow him to fix what the wind blew down. Pastor needs **heater & computer**. **Advent Wreath candle** needs wick work. **Wifi** expansion to Sanctuary.

OTHER PROJECTS/TASKS:

- **Nativity Pageant** – Dec. 17 during worship
- **Boy Scout Concert** – Dec. 17 after worship (set up in Fellowship Hall) – *Please stay to listen*
- **Christmas Eve** – Morning @ 9:30a; Evening @ 4p (Prelude starting at 3:30p)
- **New Years Eve** – December 31; Morning @ 9:30a; Pastor and Lynn expected to be gone; Lay-lead service
- **First Sunday in January** – Pastor and Lynn expected to be gone; Pastor working on coverage
- **Congregation Meeting** – January 21 – Mission/Vision; Support/Participation/Volunteers; Financial Update/Draft Budget; Constitution/Bylaws approve; Idea Sharing
- **First Communion Worship** – TBD after Christmas based on family schedules
- **PreSchool 25th Anniversary** – planning beginning now amongst preschool parents/staff; joint celebration in spring

FUNDRAISING PROPOSAL – October Music Fest: Ken Pawlak presented an idea to use the blessings we have (music and outdoor space) to develop a Christian Music Competition/Open Mic/Festival next fall. As envisioned, the event would require committed participation from congregation to plan and execute, with a need to reach out to musical/church groups, audition acts, judge performances, create a stage/sound system, provide children's activities, create snack booths, etc. Next step is to bring idea to congregation.

EXECUTIVE COMMITTEE MEETING – TBD and/or Sunday, January 14 after worship (*Exec Committee will route all documents prepared for Congregation Meeting to Council prior to Congregation Meeting*)

CONGREGATION MEETING – January 21 after worship

COUNCIL MEETING – TBD in February

ADJOURN: *Motion made by Rich Davis; Seconded by Tom Pfenning. Adjourned at 12:48 p.m. with The Lord's Prayer*

Thank you for your faithful service.

Respectfully submitted,

Lynn Brandl