

## **MEETING MINUTES: Sunday, September 17, 2017**

### **Council for Christ Lutheran Church and PreSchool**

**ATTENDEES:** Kathy Davis, Tom Pfenning, Rob Jost, Rich Davis, Lynn Brandl, Rev. Amy Becker-Perez. Not in attendance Lois Menis and Jodi Jost.

**CALL TO ORDER:** Meeting was called to order at approximately 10:36 a.m.

**APPROVAL OF MINUTES:** *MOTION to approve minutes of the August 20, 2017 meeting (provided earlier via email) made by Kathy Davis; Second by Richard Davis. Approved.*

**PASTOR'S REPORT – Rev. Amy Becker-Perez:** *(Report attached)* Rev. Becker-Perez talked about creating a “get to know you” event. The best opportunity would be during the **November 5 Empty Bowls Meal** (rather than hold 2 events). Pastor noted that we should work on **records and building a database** with names, addresses, baptismal dates, etc. She will work on a **“Getting to Know Me” form**, which we can then begin circulating to the congregation. In addition, Pastor will write a **letter introducing herself** and gently inquiring about people’s membership status.

**Worship schedule:** Pastor will contact Bishop’s office to work out **Installation**. We look forward to serving potluck after. We will skip the **Pet Blessing** service this year. We have no particularly set tradition regarding **Reformation Sunday**, so Pastor will look at how to celebrate the 500th anniversary of the Reformation. We have no set traditions on **All Saints Sunday**, so Pastor will look at options such as lighting candles of remembrance. We will not schedule any **Thanksgiving service**, but will encourage people to attend Advocate Condell Interfaith Service. We will serve potluck Thanksgiving Sunday Brunch on November 19. We will keep **Advent** on the actual schedule, starting December 3. **Christmas Eve** (Sunday) will be celebrated with a 9:30 a.m. Advent 4/Christmas Eve service, as well as a 4 p.m. Candlelight Service. **New Years Eve** (Sunday) will be regular 9:30 a.m. service. We will not plan a children’s pageant, but Pastor will look to create a **multi-generational non-practiced pageant**. Additional Notes: Saturday with St. Nick December 9. Church decorating scheduled accordingly. Altar Guild will work on Poinsettia orders/dedications.

**PRE-SCHOOL MINISTRY:** Director Kathy Davis reports program is full, but for some spots in youngest rooms, which fill later. Parent is leading a Yankee Candle Company fundraiser (materials will be posted on website). Parents leading Holiday Bazaar, with plans to move to a Wednesday/Thursday schedule on November 8 & 9, or November 15 & 16. The PreSchool’s 25th Anniversary is here. Staffer Susan Germain is looking at off-site party space options, with an anticipated event date in April 2018. We will also plan a worship celebration. Saturday with St. Nick will be December 9. Kathy Davis will work on getting our PayPal account converted to non-profit status, which saves us fees. The Great Room AC is not working. Lynn Brandl will contact Assurance Heating & AC/Harvey Ginsberg. The last “duct tape” fix was two years ago, and that machine is on its last legs. *(Update: After more than 19 years, the largest compressor on the roof is no longer fixable. Assurance will replace 9/19/17. Requires a crane. \$4500. We can pay in installments.)*

**EDUCATION/SUNDAY SCHOOL/CONFIRMATION:** Mir Pawlak reported that the first Sunday School went well. Curriculum (Judges) includes DVD lessons and multi generational activities. Bin of materials and DVD player in a tub on Sunday School shelf in Great Room. Mir donated this first unit, which takes us through Fall. She and staff will evaluate next steps for Spring session. Regarding Confirmation, Pastor Amy has some names/contact information and will work through this in coming weeks.

**CALL COMMITTEE:** Chair Mir Pawlak will connect with Pastor to review that group’s thinking on tasks and priorities.

**FINANCIALS:** Tom Pfenning provided end-of-August financial report *(dated 9/14/17; attached)*. We made it through August! Report shows offerings up, however largely due to “emergency” giving to cover the hard summer months. Also noted under Key Expenses, utilities were under due to a held invoice, and Christian Ed/Worship & Music were over as credits for things like altar flowers are not tallying against this line item – in reality, flowers are all covered by donations. Lynn Brandl inquired on the possibility of Tom Pfenning meeting with our former banker Michael Buchert at the new First Bank & Trust, Libertyville. That bank is looking for volume and sources indicate they are interested. Tom and Pastor noted that changing banks and loans requires a lot of effort, so it may not be worth it. In other notes, Richard Davis is now able to remotely handle payroll activities (which is good, given the dicey nature of the 2nd office computer). PreSchool net income is still not tracking as planned, so Rob Jost and Kathy Davis plan to meet to investigate. The 3% tuition increase is now in effect. Lynn Brandl must still evaluate phone costs/expenses and wifi availability in hopes of driving that cost lower. Tom will check if Pastor McGuire has the second 847-367-5787 cell phone.

*MOTION to approve financials as presented made by Richard Davis; Seconded by Rob Jost. Approved.*

## **CAPITAL PROJECTS/REPAIRS:**

- **Garbage:** Quote from Advance Disposal (Village's contractor) for garbage (1x per week) and recycling (1x per week) for \$75 per month, including one free month. GROOT's price is \$138. Lynn Brandl will get us switched.
- **Parking Lot House:** Village Inspector Brian Johnson talked with Kathy Davis about former Deerpath Center, which is empty. May lead into concerns about vehicles in parking lot. Lynn Brandl will check with Inspector to see what's up.
- **Scott Marler** received one contact from Richard Davis, requesting that his items be removed from our property. Based on what Lynn learns from Village, we may need to step up that effort to move all stored items off our property.
- **Parking Lot Lights** are complete, with contractor scheduled to come on Tuesday, Sept. 19 to repair one light unit that isn't working. Payment ongoing covered by insurance (\$2100) and donation (\$5660).
- **Roof replacement** (\$30,000 estimate to be covered entirely by insurance) will be scheduled by Tom Pfenning, expected in October or November. We may need Scouts to help pick up stray nails/bits.
- **Sanctuary Doors:** Two Scouts have approached with a possible Eagle Project to replace sanctuary patio doors. Fathers are contractor and engineer, so they can deal with problems they encounter. Expecting combination of sliding and stationary doors/windows. Timeline will be long – perhaps actual construction by spring. Blessed!
- **Parking Lot Cold Patch** can now be handled. Some supplies in shed. Lynn Brandl will contact Scouts.
- **Siding** on north and east exterior of sanctuary has moldy patches. Bryan Pawlak will be contacted to see if he can clean. (Because he actually has 2 minutes without his own home projects! Thanks!)
- **Backflow Leak:** American Backflow "fixed" the system last fall (\$800). They estimate \$750+ to fix again. Lynn Brandl has a quote from another provider who will do required annual inspection at half the cost American charged. She will request the required inspection and an estimate for fixing the leak.
- **Annual Emergency Inspections** are required for several systems. Christine N. has been working on a lower cost provider for alarm/extinguishers. Kathy Davis will check with Christine on status of quote.
- **Electrical Repairs:** Kathy Davis has enlisted her electrician brother to look at a light in a storage area and near the coffee station. He will check the outdoor sign, which no longer lights, and the east bank of lights in the Sanctuary.
- **Other capital projects** are the preschool fence, the organ, and the sound system.

## **OTHER PROJECTS/TASKS:**

- **Installation** – Pastor Amy will check with Bishop's office and with her own family to schedule an Installation Sunday..
- **Congregation Meeting** – Scheduled once we know when Installation will happen.
- **Worship Schedule** – Appears in previous *Pastor's Report* section.
- **Computer Status** – Richard Davis will install the donated computer and software in Pastor's Office.
- **Partner Status** – Key that hangs outside storage closet is missing so partners can't get in to get their stuff – Christine has been left a note to get another key. Scouts will start selling popcorn and wreaths soon.
- **America Rocks/Kindness Rocks** – Penni Sauer brought information about a project that combines art and encouragement. We paint rocks and leave them places and/or build our own art installation out in the weed patch between the two front doors. She will make us some examples.

## **MARK YOUR CALENDARS:**

- **NEXT COUNCIL MEETING – Sunday, October 22 after worship**
- **EMPTY BOWLS** – Sunday, November 5 in evenings
- **PRESCHOOL BAZAAR** – Wed/Thurs November 8 & 9 or November 15 & 16
- **THANKSGIVING POTLUCK** – Sunday, November 19 after worship
- **FIRST ADVENT** – Sunday, December 3
- **SATURDAY WITH ST. NICK** – Saturday, December 9 in morning
- **PASTOR INSTALLATION and POTLUCK** – TBD
- **NEXT CONGREGATION MEETING** – TBD based on Installation date

**ADJOURN:** *Motion made by Rob Jost; Seconded by Richard Davis. Adjourned at 12:15 p.m. with The Lord's Prayer*

Thank you for your faithful service.

Respectfully submitted,

Lynn Brandl