

## **Council Meeting November 12, 2017 Faith Lutheran Church, Meadow Vista, CA**

### **I. MEETING CALL TO ORDER by Amy at 11:40am**

In attendance: Amy Dieter, Tony Freitas, Pastor Lines, Ann Linkugel, Carlos Del Pozo, Carolyn Peterson, Casey Mills, Mark Duarte, Jennifer Wood, Michelle Hamil, Kathy Van Zuuk

Absent: None

Total members present: 11

Total members absent: 0

Quorum present: Yes

### **II. DEVOTIONS/MISSION, VISION AND VALUES, Pastor – Giving to God. M/V/V read by Casey.**

### **III. APPROVAL OF OCTOBER, 2017 MINUTES**

Motion made by Kathy to approve October minutes as emailed. Seconded by Mark.

Pass: Unanimous

### **V. EXECUTIVE REPORTS**

a. Pastor: Report as emailed and as corrected.

b. Treasurer, Tony: Report as emailed. Giving was up, highest for whole year (or close to it) made up of electronic giving over \$9,500 + unknown monthly checks + loose giving. Attendance is up. Historically, November and December giving seems to be bigger. Received question regarding Capital Campaign giving as part of regular giving. Also had question regarding increase in giving per handouts demonstrating how to increase giving by weekly income.

**Action:** Pastor will add something to the weekly bulletin which will give an example of how to use handouts.

2018 Budget, Tony: Met with Pastor about budget for next year. Budget probably 85% complete. Will send out draft after Consecration Sunday unless something comes up that needs Council info. Staff increases given to Amy.

### **VI. PROGRAM REPORTS**

a. Education, Scott Stonestreet/Becky Stonestreet: As emailed

b. Hospitality/Witness, Cam Bennett: None

c. Service, Colleen Hogan: None

d. Worship, Leah Cole: None

e. Prayer/Healing, Ann Linkugel: None.

f. Site Improvement, Carlos Del Pozo: None

g. Music, Janine Dexter: None

h. Men's Group, Tony Freitas: None

i. Labor of Love, Connie Elmore: None

### **VI. OLD BUSINESS/ACTION ITEMS**

a. Alcohol Policy, Tony: Sent draft policy to Ministry which said it was okay. Sent draft to ELCA insurance which said we were covered under master insurance as long as guidelines in insurance document are followed. If we charge for alcohol then we have to make sure that we have a license that says we do that. Draft policy does not include guidelines for non-congregation members renting facilities. Will enhance policy.

b. Capital Campaign, Pastor: Steve Bennett met with Todd Royer to start process of work on ADA concrete work. Not sure how much ADA (including ramp and concrete) will cost. Steve getting information on cost of job this week. This is will be the last official Capital Campaign project ending the Campaign at the end of 2017 instead of 2018. Will have living capital fund for other projects as they come up. All safety issues have been addressed. Donations for capital fund will continue to be accepted. Kathy: let's have a celebration for projects completed. Pastor will send letter re annual meeting in mid-Dec including meeting agenda, page regarding capital fund ending, etc. At the end of September balance of CapCam fund was \$42,000.

c. Staff Evaluations, Amy: Review packet includes explanation of rating, ministry bullet points, comments and quantified data average rating. Ad Council we absolutely agree that we have hard-working staff who exceed expectations across board. Opportunities for growth given in comment form bullet points. Review meetings will be done next Thursday. Won't have salary increase meetings until after budget is set. Would like to offer 3% increase depending budget. Suggestion that employee review include measurable in addition to more subjective or less quantifiable aspects of position. Would like to revisit evaluation tool to include feedback that the employee might seek vs. number of meetings she attends.

d. Rental Process, Tony: Spoke to several property management companies, \$60-\$75/month to manage rental. Rental all set and ready to go. Won't be difficult to rent for \$1,000-\$1,200/mo. Suggestion to go to congregation to find renters before advertising. One company has website from which to pull financial information and tenant portal for payments and requests for maintenance. Also on this site is a place where Council can put preferred contractors for repairs. Costs can be paid by management and we could reimburse. Prospective tenants pay application fee. Additional costs incurred would be in the event of an eviction, etc. Management companies screen tenants and take care of lease details. Pastor: tenants will need to be fingerprinted (LiveScan). Plan to put on market Jan 1. Company only paid when lease money is coming in. No pets. No sub-lease.

**Action:** Tony to ask management company for suggestion regarding duration of lease and terms of breaking lease. Tony to ask when to make it available. Pastor to put it in bulletin.

Motion made by Mark that Council hires Equitable Property Management to management apartment. Seconded by Casey.

Pass: Unanimous

## **VII. NEW BUSINESS**

a. Lutheran Lay Renewal, Ann: See handout. Reading from The Great Spiritual Migration. Overall, congregation excited to move to closer relationship with each other in small groups and compassionate support of each other. A few voiced concerns about process will be addressed. Hoping the attendance in groups is maintained and congregation sees this as valuable time to grow together. Want to move on this as quickly as possible. Small group coordination work is needed. Prayer/Healing team will put together some ideas. Council offers suggestions for moving forward from LLR: table talks with Council members; when/where questions; expanding opportunities on Sunday; holding meetings off campus; housekeeping rules needed for small groups either on or off campus including confidentiality; prayer

partners; facilitator helps direct flow of conversation to hit topics and lessen merely social aspect; facilitators could use training.

b. Janitorial Service Update, Pastor: None.

c. 2018 Council Retreat Date, Pastor: Feb 10. 8-2. Location to be announced.

d. Phone calls for Consecration Lunch, Pastor: All Council members to make calls to 3 assigned families. Need to actually speak to person. Instructions passed out. 36 families need calling.

**Action:** Call Pastor with RSVPs by Wednesday.

#### **VIII. CONGREGATIONAL REPORTER**

**Action:** None for this month.

Motion made by Tony to adjourn meeting. Seconded by Carlos.

Pass: Unanimous

Meeting adjourned at 1:26pm