

Council Meeting August 16, 2020

Faith Lutheran Church, Meadow Vista, CA

I. MEETING CALL TO ORDER by Rick Brown at 11:38am

In attendance: Pastor Lines, Tony Freitas, Franca Jones, Michelle Hamil, Julie Hettig, Melia Borruso, Rick Brown, Bruce Broadwell, Cassie Call, Mark Achen,
Absent: Jack Harris

Total members present: 9

Total members absent: 1

Quorum present: Yes

II. DEVOTIONS/MISSION, VISION AND VALUES, Pastor – prayer. M/V/V read by Rick Brown.

III. APPROVAL OF JUNE and JULY, 2020 MINUTES

Motion made by Tony to approve June and July, 2020 minutes as emailed. Seconded by Mark.
Pass: Unanimous

IV. EXECUTIVE REPORTS

a. Pastor: Report as emailed. If interested in status of nominees for bishop of the synod, visit Sierra Pacific Synod website for information, look for 2020 Bishop Election Updates. Office continues to regularly recognize milestone birthdays of congregants. Suggestion to encourage congregants to visit Church campus on days other than Sunday as way to maintain connection and find a measure of comfort. Suggestion that Board members send handwritten mail to congregants (especially those who are self-quarantined because of age or health considerations). Many thanks to Mark Achen, Stacy and Dave Hogsett, Doug Kern, Robin Duncan (Duncan and Son Drywall, who did the texturing), and Eric Liske for work on office renovation.

Action: Ensure outside seating is available for visitors use.

b. Treasurer, Tony: Report as emailed. Had a good July although expenses were high compared to income due to a 3rd payroll expense incurred at the end of July. Payroll is done on the 1st and 15th except when they fall on a weekend day. Since the August 1st payroll fell on Saturday, it was paid on Friday, July 31st. Impact was about an additional \$6,500 in payroll expenses shown in July. With this adjustment to expenses, July would have ended with a net gain of about \$1,000. In August, we will pick up this difference since we will show only one payroll period. Church is in a good financial position. As part of FLC benevolence and due to their nonprofit status, we had been donating to ARC of Placer \$167 per month for cleaning services they provided. ARC has moved program to Auburn and we will not be using their services going forward. Question: given our positive financial position at this time, should we continue to make this donation to ARC? Should we redirect the funds to another nonprofit? Or should we reallocate funds to pay for cleaning services provided by someone else? Topic tabled.

Action: Council members to send suggestions for use of funds to Pastor. Add topic to September Council meeting agenda.

V. PROGRAM REPORTS

a. Service, Colleen Hogan: None

b. Music, Janine Dexter: None

- c. Adult Education, Scott Stonestreet: None
- d. Labor of Love, Barbara Cowen: None
- e. Men's Group, Tony Freitas: None
- f. Worship, _____: None
- g. Prayer/Healing, Pastor: None
- h. Youth Committee, Stacy Hogsett: As emailed. Stacy recognized as working hard to keep youth engaged. Stacy would like more feedback from parents.
- i. Hospitality/Witness, Pastor: None

VI. OLD BUSINESS

a. Worship Service Schedule, Pastor: Proposal to return to offering only one Sunday service at 10:00am starting August 23rd because in-person attendance at both 8:30am and 10:00am services has been declining. One service could handle an expanded number of attendees and 2 services have been hard to staff. Board and others have expressed gratefulness for the in-person worship opportunities which offer a fulfilling worship experience, different than watching on Zoom.

Motion by Julie to move to one Sunday service at 10:00am. Seconded by Bruce.

Discussion: attendance at 10:00am service has been higher than at 8:30am; temperature at 10:00am is acceptable. It is difficult to determine number participating in live streamed service given data provided by software analytics. There seems to be an average of 35 live streaming devices viewing service every Sunday. Onsite service attendance has been steadily declining since the first Sunday where 2 services were offered, July 18 (8:30-14 people, 10:00-11 people) to August 16 (8:30-6 people; 10:00-6 people).
Pass: Unanimous

b. Property Evaluation, Mark: See handouts. Evaluation focused on decking around tree in lower campus play area as other projects required immediate attention (issues with leaks in plumbing), and Administration Building renovations. Discussion regarding prioritization of list. Further discussion tabled.
Action: Jack and Mark to prioritize list and send to Council for review. Add topic to September Council meeting agenda.

c. Capital Funds-Report on review of congregational agreement, Pastor: See handout. In reference to the discussion at the previous Council meeting about using capital project funds to pay for Administration Building renovations, it was suggested that a review of the agreement made with the congregation at the time of the Capital Fund Campaign, including the use of the funds, be done. A list of projects that was voted on by the congregation at the time of the Capital Fund Campaign was reviewed, some of the projects have been completed out of necessity (the HVAC items), one project was eliminated as too costly and others, but not all, have been completed. The estimated cost of the renovations so far is approximately \$500 for supplies and wall texturing (\$50 and \$400, respectively). Most of the work has been donated by those mentioned in the Pastor's Report, above (with the exception of Robin Duncan who is doing the texturing), and no other expenses are expected. The ceiling, drywall and painting is the remaining work.

Tony motions to use Capital Campaign funds to pay for the Administration Building renovations.
Seconded by Melia.
Pass: Unanimous

VII. NEW BUSINESS

a. Employee Handbook, Pastor: As part of our new insurance program provided by Church West Insurance, FLC is required to create an employee handbook. Pastor and Lisa Achen (who has a Human Resources background) attended an insurance workshop on HR, and received an employee handbook template that meets all applicable laws. A draft handbook was written by Pastor and approved by the insurance company. This draft must be approved by Council before it can be given to all employees and volunteers. Once the handbook is adopted, employee contracts must be evaluated to ensure they meet CA and federal laws as set forth within the handbook. FLC employee contracts are unique to each employee and are not standardized.

Action: Julie, Michelle, Rick will read and come up with questions, comments and a recommendation for Council to consider at the September meeting.

b. COVID in County, Cassie: Discussion regarding current status in Placer County.

c. Census, Michelle: Discussion of importance of Census for County inhabitants and Council encouraged to take the Census and encourage neighbors and friends to take the Census too.

d. Support of staffing for polling stations, Julie: Topic tabled.

Action: Add topic to September Council meeting agenda.

e. December Council meeting, should we hold one, Franca: Discussion regarding suggestion that the December 20th Council meeting be suspended. Since the 2021 budget is approved at the December Council meeting for vote at the Annual Meeting held in January, and the January Council meeting is supplanted by the Annual Meeting, it was agreed that a December Council meeting could not be suspend.

Motion made by Franca that the December Council meeting be held on December 13th. Seconded by Julie.

Pass: Unanimous

f. Cash balance Review, Bruce: Suggestion to review excess cash balance in checking account to see if it should be invested or used differently. Topic tabled.

Action: Add topic to September Council meeting agenda

VIII. CONGREGATIONAL REPORTER

Action: Julie for August

Motion made Rick by to adjourn meeting. Seconded by Franca.

Pass: Unanimous

Meeting adjourned at 12:50pm