

## **Council Meeting September, 2018 Faith Lutheran Church, Meadow Vista, CA**

### **I. MEETING CALL TO ORDER by Amy Dieter at 11:36 am**

In attendance: Pastor Lines, Kathy Van Zuuk, Tony Freitas, Jennifer Wood, Mark Duarte, Casey Mills, Amy Dieter, Michelle Hamil, Ann Linkugel, Mark Achen  
Absent: Rick Brown

Total members present: 10

Total members absent: 1

Quorum present: Yes

**II. DEVOTIONS/MISSION, VISION AND VALUES**, Pastor – discernment and decision making. M/V/V read by Mark A.

### **III. APPROVAL OF August, 2018 MINUTES**

Motion made by Kathy to approve August minutes as emailed. Seconded by Tony.

Pass: Unanimous

### **IV. EXECUTIVE REPORTS**

a. Pastor: Report as emailed.

b. Treasurer, Tony: Report as emailed. Pledges are being fulfilled. We are over budget with income; underbudget with expenses which will even out by year end. 6 months ago had \$81k in operating account, now have \$97k in operating account. Cash flow has been increasing and is increasing on monthly basis.

### **V. PROGRAM REPORTS**

- a. Education, Scott Stonestreet: None
- b. Hospitality/Witness, Cam Bennett: None
- c. Service, Colleen Hogan: as emailed
- d. Worship, Leah Cole: None
- e. Prayer/Healing, Ann Linkugel: As emailed
- f. Music, Janine Dexter: None
- g. Men's Group, Rob: None
- h. Labor of Love, Connie Elmore: None
- i. Youth Committee, Stacy Hogsett: As emailed

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

a. Youth Coordinator, Pastor: Thanks to those involved in hiring process. Three months contract was signed with Stacy Hogsett. Will review contact at end of 3 months to see if any changes need to be made. Stacy will not need health insurance. Mileage expense starts when youth are picked up, or going to and from event, etc. From financial perspective, current budgeted amounts related to Youth Director will cover all expenses with \$2,000 left over; some of that will be used for events or materials. Stacy's

car insurance will cover children when in her car, she is also covered by FLC insurance as employee of FLC.

**Action:** Make sure Stacy's insurance meets State requirements. Stacy is working on release of liability.

Motion made by Mark D. to approve the use of the Federal mileage expense reimbursement rate, with no mileage limit, for 3 months. Seconded by Mark A.

Pass: Unanimous

b. Family Camp, Pastor: FLC's share of expenses for this event will be about \$800 but there seems to be a lot of excitement around it. The plan is to have a date for 2019 Family Camp in January. The reservations of two cabins are greatest expense. This activity is led by Lisa Achen. We are asking for donations to cover the expenses for this year and will work on pricing for next year. Considering asking the Men's Group for funding.

c. Property/Capital Campaign, Pastor: See notes emailed by Lisa. Regarding the damage caused by the hot water tank leak (in Sanctuary bathroom), there was a meeting with contractor and, in conjunction with that meeting, a conversation with the insurance providers. Confirmed that our insurance is in good shape. Insurance adjustor and contractors will work together on costs so repair expenses will be covered by insurance. The good news is that we don't have to re-pipe everything. Rick is working with Hoppers Plumbing whose estimate is significantly less than assumed. The bid from the general contractor is still outstanding. It was discovered that some electrical work is not up to code. This issue is particular to wiring that was not exposed at time of previous electric work. Insurance will cover \$5,000-\$7,000 of the repairs. There is \$34,000 in reserve account to use if necessary. In addition, since we have flooring and walls, etc., torn up, now is a good time for the Council to consider undertaking work required to bring the Sanctuary bathroom to ADA compliance, with the following caveat. Bring the bathroom into compliance will require movement of a wall which has some structural complications. Original plans for ADA compliance project included the parking area and the entrance-way only. If the bathroom is made ADA compliant, additional plans are needed. To be clear, work to the ramp, threshold and replacement of existing entrance doors (with push pad) were part of the original Capital Campaign ADA Compliance project. Of the \$80,000 currently in Capital Campaign account, half is earmarked for the original project. The Wheaties Box heating project is being covered by Men's Group. Nothing else on existing Capital Campaign list has higher priority than the ADA project.

Motion made by Kathy to move forward to get plans drawn and start the bidding process to bring the Sanctuary bathroom up to ADA compliance. Seconded by Casey.

Pass: Unanimous

Amendment to the motion made by Casey whereby the Pastor is given the freedom to include doorway and threshold in new plans, if necessary. Seconded by Ann.

Pass: Unanimous

The wall and ceiling repairs necessary in the Fireside Room because of the leak, are covered by insurance. Additionally, the flooring in two closets had asbestos, it has been removed and has to be replaced. Since some flooring will have to be replaced, would like to replace existing, undamaged, carpet from a foot or two to the left of the entrance way (as one enters the Fireside Room from the outside), the hallway, and the bathroom with new non-carpet flooring.

Motion made by Jennifer to replace flooring within Fireside Room to include kitchen, closets, bathroom, hallway and a foot or two beyond where serving table sits. Estimate needs to be approved by Pastor and Treasurer. Seconded by Mark A.

Pass: Unanimous

Other repairs needed in the Fireside room will include painting and perhaps some wall work. If no contractor is needed, will move ahead with repairs. Kudos to all who stepped in and took over during Pastor's vacation especially under emergency situation.

#### **VII. NEW BUSINESS**

a. Fall Round Tables, Amy: Want to have staff evaluations completed by 11/22. Won't be evaluating Stacy since she is new employee. Evaluations need to be done week of 11/12. Council input needed by 10/29. Want to use fall round tables to get congregant feedback on employee performance. Perhaps 3 or 4 tables; Kathy and Ann volunteered for subcommittee to put together questions. Will have round tables 10/14 and will share feedback at 10/21 Council meeting. Kathy, Ann, Jennifer and Michelle will staff round tables.

**Action:** Coordinate with Cam with hospitality

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

**Action:** 9/30, either Amy or Tony will give it after conversation regarding capital campaign.

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

Pass: Unanimous

Meeting adjourned at 12:41pm