

ST. PETER LUTHERAN CHURCH COUNCIL MEETING MINUTES

June 16, 2020

CALL TO ORDER/OPENING: Fred Rackow called the meeting to order at 6:33 pm with 12 Council members present.

Pastor Eaves opened the meeting with prayer and devotion reading scripture from Psalm 91. Pastor also distributed an article for the Council to read and discuss.

PRESIDENT'S REMARKS:

- 2021 Budget: The budget for 2021 will be reviewed prior to October 2020.
- St. Peter's Church Constitution submitted to the District was returned with a request to make revisions. The Constitution Committee will be reconvened to address this request.
- The next Church Council meeting will be held in August 2020. Jim Butt will lead meetings going forward.

MINUTES OF 1/22/2020 COUNCIL MEETING: After review, Les Herman made a motion to accept the minutes as presented. Sonja Sporleder seconded the motion. Minutes were approved.

REPORTS:

- **Treasurer:** Darlene Tegtmeier, Treasurer, presented two documents for review (attached to these minutes as addendums):
 - *St. Peter's Lutheran Church & Little Saints Preschool Balance Sheet:* Darlene explained "Unrestricted Checking" versus "Dedicated Accounts". Darlene requested that the Council review the list of dedicated accounts, specifically, the Mission Fund and Thrivent Choice Fund (money still in both accounts). Additional discussion is required. Darlene noted that the Memorial Fund has a separate checking account. Darlene stated that memorials cannot be given online but that this will be corrected.
 - *St. Peter's Evangelical Lutheran Church & Little Saints Preschool Income & Expense:* Darlene asked where the expenses for the new "Church 360" computer program should be listed in the "Expense" category, i.e. Administrative, Maintenance? Further discussion will be held.

Discussion was held specific to the "Synod and Benevolence" Fund. Pastor stated that we have not given any money to the District or Synod so far in 2020. We should be tithing, which is Biblically based, i.e. 10% of what we take in designated to the District (missions and operations) and the Synod (missions). Bob Felbinger noted that St. Peter's used to give \$1000/month to the District. Pastor noted that we need to include Synod and Benevolence in our budget as a line item. Further discussion was tabled at this time.

- **Financial Secretary:** Judy Herman, Financial Secretary, presented her report as of April 30, 2020. Report is attached as an addendum to these minutes. Judy did state that income in May 2020 is approximately \$14,000. (March 2020 = \$15,473.48 and April 2020 = \$16,593.00).
- **Board of Elders:** Steve Sporleder reported that the Elders have been meeting every month this year. Please see Steve's full report attached as an addendum to these minutes.
- **Board of Trustees:**
 - Les Herman thanked Steve Robertson, Bob Felbinger, Dave Neisendorf, Denny Hecker, Stan Hecker and Fred Hecker for their help in spreading mulch.
 - Several landscaping projects and clean up are being completed.
 - The dead trees will be taken down and Dave is looking into planting new trees.
 - There were issues with Kristina's phone which have been resolved.
 - Black top for parking lot: Estimate to complete the paving project is approximately \$45,000. Question was

asked if there is memorial money available. It was stated that \$31,000 was designated by the Sunderlidge Family for the purpose of black topping the parking lot.

Further discussion was held regarding the guidelines for using money from the Improvement Fund. The Improvement Fund was formerly the Building Fund. There is a need to research and clarify the guidelines for use of the Improvement Fund. A committee or designate to complete the research is TBD.

- Drainage issues on the church property need to be addressed. Trustees will bring the issue up for discussion at the next Church Assembly meeting.
- Question was asked as to who may use the Fellowship Hall. Clarification will be provided.

- **Christian Education:** VBS will be done virtually this year. George Wine will record each segment and then post the daily sessions (5 total) beginning Monday, July 6, 2020.
- **Outreach Committee:** No report
- **Preschool:** Christy Petersen reported the following:
 - Income: No income to report for April/May 2020. The church withdrew the PPP application. As of April 30, 2020, Preschool balance is \$10,983.65. There were payments made in June and July and there will be a payout in August. Balance in September for FY 2020 will be (\$5462.57). Preschool will be using the \$10,000 line item in the budget.
 - Christy explained the "Re-Open" plan as it stood as of 6/16/2020:
 - Phase 3 = 10 students for 30 days (starts in August)
 - Phase 4 = 15 students (starts in September)
 - Phase 5 = 19 students per class (estimated January 2021)

Plan is to reopen in August, but Christy noted that the DCFS guidelines are changing weekly. This is also a DCFS renewal year.

Cleaning between classes is estimated at 1 hour with current staff doing the cleaning.

A survey has sent to the parents and results are expected back next week.

There will be no conflicts with church regarding the scheduling as MWF will have am/pm classes and Tues/Thursday will be am class only.
- **Memorial Committee:** Sonja Sporleder stated that Ginny Schuring and she are co-chairs of the Memorial Committee. Requests to use funds in the Memorial Committee account may be requested unless the memorial money has a designated use. Sonja reported that church website specific to memorial donations has been updated.
- **Youth Group:** The "Higher Things" in person youth conference has been cancelled. Discussion is ongoing to possibly do a virtual conference.
- **Senior Card Group:** No report
- **Human Care Committee:** No report

- **Benevolence Committee:** Pastor reported that he had a request for financial help. The guidelines for use of funds need clarification. Dolores Schuring, Fred Rackow, Darlene Tegtmeier and an Elder (TBD) will create new guidelines.
- **Ladies' Aid:** Discussion is being held to determine if a food booth will be again put up at Burlington Days Festival in September. The Ladies' Aid assisted with the Lowell Follman funeral recently held at the church.
- **Altar Guild: No report**
- **Pastor's Report:** Pastor stated that Marilyn and he feel welcome; no negativity. Pastor indicated a need for a new audio/video system. Chuck Petersen and Marty Razo are looking at systems.

Miscellaneous:

- Covid: Question was asked what our protocol is if someone at church tested positive for Covid. Protocol would be to contact all people that were in attendance with the person(s) testing positive. A second question was asked regarding use of the common cup during Communion. Pastor stated that the chemical interaction of the wine with the silver making up the chalice would kill any Covid germs.
- Thank you gestures for Chuck Petersen and George Wine: Darlene made a motion to give gift cards to Chuck Petersen and George Wine for their time and efforts in recording our services, creating the DVDs, etc. Steve Sporleder seconded the motion. The motion carried.

Closing Prayer: Pastor Eaves led us in prayer to close the meeting.

Motion to Adjourn: Darlene Tegtmeier made a motion to adjourn. Les Herman seconded the motion. Motion passed and meeting adjourned at 8:47 pm.

Respectfully submitted,

Cindy Kuschel, Council Secretary

ELDERS' REPORT

As presented at the June 16, 2020 Church Council Meeting

This report represents in-part the work performed by this group over the period of January – June of 2020.

- Procurement and implementation of new management software; Church 360
- Procurement in February of new computers with contemporary software for use by church staff. This was to facilitate an upgrade from the software which reached obsolescence.
- Introduction and launch of a new Web Site for the church.
- Updating the church membership role. A very deliberate effort was made to contact individuals whose membership was in-question. A comprehensive church Directory has been developed as an outcome of this endeavor.
- With significant input from Reverend Eaves; the periodic news publication entitled "The Messenger" was re-configured, and distributed now as a weekly publication.
- The church Constitution was submitted to NID for review. The document was returned to the church with recommended changes noted throughout. The decision was made to re-convene the original committee for the purpose of taking into consideration the impact of the recommendations as it applies to the original intent.
- Communion – Changes have been instituted in an effort enhance for the communicant both the experience, and efficiency. Additional changes will be considered as we receive comments and feedback from the congregation.
- This group has recognized the need to develop and/or revise Job Descriptions for church staff, and will work to complete this task over the balance of this calendar year.
- It was also recognized that Reverend Eaves has challenged this group with a broad agenda of subject matter, and of-which all topics are under consideration.