

**TRINITY LUTHERAN CHURCH**  
**CHURCH COUNCIL MINUTES**  
**March 17, 2020**

**MEMBERS PRESENT:** Pastor Karri Anderson, Kim Anderson, Colleen Guilfoile, Diane John, Cathy Johnson, David Johnson, Nancy Johnson, Jim Jordal, Craig Martin, Leroy Mitchell, Pastor Terry Nordheim, Nicole Smith, Jolene Wille.

**Members Absent:** Rachel Carlson, Terry Hogenson, Katie Roche.

**Guests:** Matt Mitchell, Twyla Mitchell, Linda Rambow, Gail Seaver

**CALL TO ORDER:** David Johnson, President, called the meeting to order at 7:00 p.m.

**DEVOTIONS:** Kim Anderson

**APPROVAL OF THE AGENDA:** MM by Nancy Johnson to approve the agenda, MS by Diane John, MP.

**APPROVAL OF FEBRUARY COUNCIL MEETING MINUTES:** MM by Diane John to approve the February minutes, MS by Coleen Guilfoile, MP.

**SENIOR PASTOR REPORT:** Pastor Terry did not have much to discuss as far as a Pastor report at this time, but does have discussion points regarding the Church Coronavirus Plan Discussion under New Business.

**TREASURER'S REPORT:** Diane John said there has not been a meeting yet for March, but there are some reports in council's mailboxes.

**BUDGET UPDATE:** Twyla Mitchell said the down payment of approximately \$7,900.00 due to Kone for elevator repairs can be taken out of the Building Fund. MM by Leroy Mitchell to take the down payment due to Kone out of the Building Fund, MS by Jolene Wille, MP. Leroy explained there are two phases in place for the repairs. Phase one is putting a new drain in place, and phase two is replacing all of the wiring for the elevator.

**MONEY HANDLING POLICY REVIEW:** MM by Colleen Guilfoile for the Finance Committee to conduct a review of the money handling policy and how the policy is followed. MS by Nicole Smith, MP.

**OLD BUSINESS:**

- A. Council Retreat Update/Plans Discussion/2yr. Long Range Plan--postponed. Council and staff may try to meet for a get-together at a later date. MM by Diane John to cancel the staff/council retreat. MS by Leroy Mitchell, MP.
- B. Staff Vacancies--Organist Vacancy--Pastor Terry said we are still looking for an organist. The organ is being worked on, and Joanne is scheduled to play on Palm Sunday.
- C. MET Task Force--Pastor Karri said there are three people who have committed to be part of the team. She is still looking for four more people, and she would like to see diversity amongst the seven people making up that team. Pastor Karri is asking for names of people who would be a good fit, and if anyone has someone in mind, please let her know, they need to move forward with the process.
- D. Bequest Task Force Report Presentation/Recommendations--Gail Seaver explained that there are five broad categories that make up the Bequest Task Force Allocation Worksheet which

are recommendations to the Church Council. The five categories are: 1) building and facility needs 2) congregational support (staffing) 3) program growth 4) contingency 5) Pearl and Elmer Memorial Recognition. David said that staffing and ministry are at the core of Trinity's ministry. It was reported that there was good consensus of the group. There were core values of mission and ministry as a starting point, and that point being, "what is the mission" and how are resources applied to that. It was noted that it is up to the council to make adjustments and then take the proposal to informational meetings held for the congregation. The congregation will then be asked to vote on the proposal.

#### **NEW BUSINESS:**

- A. Update Report on Reconciliation Activities--Executive Committee--David said that staff and Exec. had a thorough conversation with the staff involved and, at a later date, the committee members will elaborate on that and what is best for the Church community for healing.
- B. Creation Committee Start-Up Presentation--Cass Dennison--postponed. Community for Creation Care will have a mission and vision statement along with a concise presentation in April at the council meeting.
- C. Discussion/Having only one Sunday Worship on Annual Meeting Day--Tabled.
- D. Church Plan Concerning the Coronavirus-Discussion--Pastor Terry reiterated that the church is closed except to staff and, on occasion, council. He talked about creating a phone tree ministry for relationship building. It can bring about instrumental healing. We need to develop a guideline for those who are vulnerable--what are people's needs? Do they need prayer over the phone, food or medication delivered? He said a service group should be created to help meet those needs. We must continue to follow our mission statement of "connect, grow, and serve" even during our self-imposed isolation and during the time our church is temporarily closed.

Pastor Terry said that, at this time, the church will be closed until May 1st. That includes Sunday and Wednesday services, Bible studies, Sunday School, Confirmation, meetings, Circle, Spit and Shine, etc. So for now, the staff custodians will continue the deep cleaning as well as other jobs. The pastors, office staff, youth director, etc. will continue to work either at church or from home. They will continue to be available by phone and will return missed calls. Remaining staff will be on a case by case basis as needed. The question was asked on how the staff will get paid while restrictions are on--the Personnel Committee and Pastor Terry will determine that.

David shared some suggestions made to him for sharing ministry at this time, such as: grow the church's social media presence, have a church service on Sunday that is webcast live, join resources with other churches, consider a "drive in" service at an old drive-in movie theater. Relationships can be renewed and reconciled at this time.

There will be no committee meetings, but they can take place via phone, Skype, FaceTime, conference calls, etc. Pastor Terry talked about the current policy that funerals will need to be held in a limited way. At this time, a private, family only graveside service can be held. Then a celebration of life service can be held at a later date as well as for those who choose cremation. Baptisms will be affected as well. New member class will be on hold. Path to Home will be contacted, and there will be discussion on figuring out a way to help them with their needs--Trinity is committed to them.

Linda Rambow is working on ways to connect to the youth. Linda can create a group for kids to login, and for adults too, via social media. For those without social media, a DVD can be dropped off weekly with possibly two services on a disc.

David said the Church services are on the Website, Constant Contact, and Facebook, as well as a letter from Pastor Terry for adults, from Linda for youth, and from Avery for Sunday School.

- E. Other--Option to Donate Electronically--Gail Seaver and Matt Mitchell talked about using Vanco for the option to make offerings/giving electronically to Trinity. Vanco also has a mobile app., and Gail said Vanco is good to work with. It was said that the Stewardship Committee will look into it. Gail will work on communication for e-giving guidelines. MM by Craig Martin to move forward to create an electronic giving platform made available to the congregation specifically using Vanco product. MS by Kim Anderson, MP. A reminder was given that people can continue to mail offerings or use the drop box by the Fellowship Hall door located on the back of the church on the parking lot side.

David talked about offering a service contract to Matt Mitchell for a temporary, part time tech support position. The comment was made that he is working hard at supporting the staff and church's tech needs at this time. He also helps produce the church videos that are coming out online for the congregation to view. MM by Coleen Guilfoile to offer Matt a service contract and bring it to the Personnel Committee. MS by Nancy Johnson, MP.

*Submitted by Cathy Johnson, Secretary*