

TRINITY LUTHERAN CHURCH
Church Council Minutes
October 20, 2020

MEMBERS PRESENT: Pastor Karri Anderson, Kim Anderson, Colleen Guilfoile, Terry Hogenson, Diane John, Cathy Johnson, David Johnson, Nancy Johnson, Craig Martin, Leroy Mitchell, Pastor Terry Nordheim, Katie Roche, and Jolene Wile.

MEMBERS ABSENT: Rachel Carlson, Jim Jordal, Nicole Smith

GUESTS: Russ Morris

1. CALL to ORDER via Zoom--at 7:00 P.M. by David Johnson, President
2. DEVOTIONS--David Johnson
3. APPROVAL of AGENDA--MM by Leroy Mitchell to approve the meeting agenda. MS by Katie Roche. MP.
4. APPROVAL OF SEPTEMBER 2020 COUNCIL MEETING MINUTES--MM by Diane John to approve the minutes. MS by Leroy Mitchell. MP.
5. SENIOR PASTOR REPORT/Pastor Terry:
 - The church is moving forward with planning congregational connections: ie., gift bags for shut-ins, packages for teachers related to worship, and luminaries for All Saints Day on November 1st. With winter coming up, people will struggle with the cold, covid-19, and not meeting in person.
 - Staff evaluations will be discussed in the next staff meeting.
 - David Groettum sent a thank you note for the video tribute, cards, and departing gifts. He had fifty amazing years as Trinity's Choir Director. Pastor Terry had an exit interview with David, and it was a good, positive conversation. David's message is that the music in church should keep its focus on the Lord.
6. ASSOCIATE PASTOR REPORT/Pastor Karri:
 - On November 1st, there will be a luminary path of lighted bags located outside, and people can come and participate from 6:00-7:00 P.M. Masks and social distancing will be observed, and a worship service will start at 6:15 P.M. People can put the name/names of someone special on a bag, and the bags need to be back to Trinity by October 30th. At the service, names will be read and a church bell will ring.
 - The MET team has been meeting regularly and working through questions on the Profile that goes to the synod. They need to do small group surveys and are working on how to get information from the congregation.
 - There is a Thursday night meeting in Taylors Falls with the synod concerning a Shared Ministry conversation. Then Pastor Karri and Pastor Terry will meet to talk about the updates on MET.
7. TREASURER REPORT/Diane John:
 - The Finance Committee has not had an October meeting yet.
 - The forms for the PPP loan forgiveness are being filled out.
 - The church continues to do well financially. The pledged and unpledged offerings are: Budget--\$357, 800/Actual--\$367,365. Expenses: Budget--\$404,447/ Actual--\$374,064.

- The CARES Act is still in force, and if non-profits, small businesses and other businesses do not use the allocated funds, the unused funds will go back. The idea is to use the allocated funds within the community. The consensus of the council is to apply as long as we are eligible to move forward. Diane will apply on behalf of Trinity. She will send information to the council when she gets it.
- The 2021 budget will be discussed at the next Finance Committee meeting. It will be a "guesstimation" because we did not have a "normal" year in 2020.
- At the 12/2019 meeting, the Finance Committee recommended that there be an external audit. This will be discussed at the next committee meeting.

8. OLD BUSINESS:

- Fall Annual Meeting Results/Discussion/Bldg. Renovation Task Force--there were fifty-seven congregants at the meeting, and there were fifty-seven positive votes for the BTF recommendations. Now planning can start within the five categories and how to use the funds available in each one. The church can move forward with the building renovations. Pastor Terry said the BTF did a good job, and he is grateful for the two BTF committees and the 100% consensus on recommendations. Now that we have access to those funds for building renovations, capital funds for the future, capital equipment funds, staff support funds, etc., do all requests for funds go back to the council for approval? ie, sound-board construction, technology updates?

We need to create a Building Renovation Task Force who can meet with an ELCA consultant. The consultant is at no cost to Trinity. We can have small group meetings, ask for congregational input, and inquire about needs. At the February Congregational Meeting, we can share information with the congregation and then formally approve a Building Committee. Committee members could come from the Building Renovation Task Force Committee.

MM by Leroy Mitchell for the Executive Committee to bring back a final version of the charge and names of people for the Task Force for the council to approve. The Task Force will meet until the council approves a Building Committee that will be formally approved by the congregation. MS by Colleen Guilfoile. MP.

There was discussion on how funds are approved for the different categories. The Finance Committee will not be involved, but will be aware of updates.

- Update on ReStart Committee Recommendations/Pastor Terry--Russ Morris said the ReStart Committee continues to meet. A letter from the committee is ready to go out to the congregation. Gary Peterson gave a Temple Talk at the last outdoor service and updated everyone on committee activity and procedures for possible indoor gatherings in church. That information will also be included in the letter to the congregation. Russ said that cases of covid-19 continue to increase in Minnesota, in our local high school, congregations, and in the county. Group gatherings indoors are a good opportunity to spread the disease.

The ReStart Committee recommends no indoor worship at this time, but there are ideas for setting up times and days for small groups of people to come into the worship space for reflection and prayer. This time for meditation and prayer will be for less than twenty people per day at scheduled times on Mondays, Wednesdays, and Fridays. The committee does not know when they will recommend indoor worship, and there will be no indoor Christmas service this year. The staff is looking for alternative ways to celebrate safely--for example, an outdoor celebration on All Saints Day.

Pastor Terry acknowledged the wisdom and guidance of the ReStart Committee. They are working hard to find ways for connection and pastoral care and to do smaller activities outside.

- Update Music Task Force/Motion for Approval of TF Members..Kim A.--Kim sent out a Task Force hand-out, a review of needs, history of Trinity's music, steps for hiring, and key criteria. The Task Force is made up from a good cross-section of members--Dan Calhoun, Guy Aki, Jenny Dressel, Mary Haggland, Renee Christensen, Pastor Terry, and Kim Anderson. The new position for Music Director will be posted in January.

MM by Katie Roche to approve the Task Force members. MS by Leroy Mitchell. MP.

- Operation Christmas Child Request to Collect Offering for Postage...Colleen Guilfoile--the question was asked how to collect monies for postage to send out Christmas boxes. There are about two-hundred-fifty boxes to mail out at about \$9.00 per box. A Second Sunday offering is a possibility, and there are also funds in Witness and Outreach.

MM by Jolene to take the first week of November to let people know we need money donated for Christmas box postage. MS by Leroy Mitchell. MP.

- Fall Stewardship Campaign Update (inform)...Pastor Terry and David Johnson--Gail Seaver made videos about generosity of giving..developing a culture of generosity. November 22--Commitment Sunday videos. The committee will meet two times a month with the synod to help guide them through stewardship. There was a suggestion by the Stewardship Committee that the Executive Committee authorize Diane to help Twyla tabulate and cross check the pledge cards. The Executive Committee will deal with that if it arises.
- Shared Ministry (inform)--there will be a synod staff meeting along with five members of Trinity--Denise Calhoun, Christian Schmidt, Pastor Terry, Pastor Karri, and David Johnson, and six members of the Lutheran Church in Taylors Falls. The meeting will be via Zoom. Both churches are open to a shared term call, and the cost of the Associate Pastor would be shared. We may have a Luther Seminary student come in to Trinit The Met team's work on the Associate Pastor search and the information gathered will be shared with the council and congregation. How does Shared Ministry fit in with the MET Team? How will it be presented to the congregation? The team needs clarity on that and on what their charge is. Pastor Karri will go to the next meeting with Taylors Falls to

help clarify the Shared Ministry piece since it was not part of the MET team's original charge. They will work through it together.

- Sound Board Construction Update--Pastor Terry said the costs as of 10/20/20 are \$15,315.88. That includes \$8,457 for technology upgrades, \$5,455.03 for new computers, and \$1,403.85 for outdoor worship. In addition, there will be future costs of \$3,150 for additional T.V.s around the church to expand services, funeral services, etc. \$10,000 is available from the Endowment Committee, and there was a donation of \$3,000 towards the project. That total of \$13,000 is available towards expenses, and the funds needed that are not covered come to about \$5,500. There are two possibilities for funding the remaining balance: 1) go back to Endowment Funds 2) The Bequest dollars from the 4% Capital Equipment and Maintenance.
- Air Purification Plan and Costs Discussion--Leroy Mitchell gave a breakdown of costs for portable purification units for the staff offices, the Narthex, and the Sanctuary. The total, including some filters, would be about \$3,000. In addition to the funds available from the Endowment Committee, the funds still needed for the air purification units and the soundboard project and T.V.s total about \$8,500.

MM by Leroy Mitchell to use \$3,000 for air purification and \$5,500 for the soundboard projects from the Bequest Task Force Funds under the 4% Building and Capital needs. MS by Terry Hogenson. Not passed.

There was further discussion, and Diane John reminded everyone that there are annuity funds available for building needs. The remaining funds available as of September 30, 2020 are about \$24,363. A new motion was made:

MM by Leroy Mitchell to use \$3,000 for air purification and \$5,500 for the soundboard projects from Annuity Funds if available, and if not, the back-up would be the BTF Capital Equipment Building Maintenance Funds. MS by Terry Hogenson. MP.

9. NEW BUSINESS:

- Performance Appraisals for All Staff Members--Kim Anderson/Inform--The Executive Committee, which is the Personnel Committee, will solicit feedback on personnel and get forms filled out and finished by Thanksgiving. Kim wants the process to be transparent and with no surprises.
- External Audit Discussion/Possible Action--Diane John--After the death of Ron Holt, financial papers were not available for the Finance Committee. In 2019, the committee recommended an external audit for the church, but that hasn't happened. Pastor Terry--the Executive Committee wants the council to approve an audit now because of the building renovations coming up.

MM by Jolene Wile to have the Finance Committee get an external audit for the church. MS by Katie Roche. MP.

Craig Martin asked about the time frame, and David said that the audit would be presented to the congregation at the Annual Congregational Meeting in February.

- Five Year Plan Discussion/Pastor Terry--in our mission statement of "Connect, Grow, Serve", we connect with Jesus through: Worship, Education, Out-reach, In-reach, and Leadership. Vision 2026 is Trinity's 125th anniversary year..."remember, rejoice, and renew" for a healthy, happy ministry. Staffing and the music ministry are critical over the next five years, and the building renovation process will take place in 2021-2022.

10. REMINDERS: DEVOTIONS NEXT COUNCIL MEETING. VOLUNTEERS?

- Jolene Wile will do devotions for November.

11. ADJOURN/CLOSING PRAYERS..PASTOR KARRI

- MM by Diane John to adjourn. MS by Leroy Mitchell. MP.

Minutes Submitted by Cathy Johnson, Secretary