

TRINITY LUTHERAN CHURCH  
CHURCH COUNCIL MEETING MINUTES  
November 17, 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, Jolene Wille.

MEMBERS ABSENT: Rachel Carlson, Jim Jordal, Nicole Smith.

GUESTS: Russ Morris.

1. CALL TO ORDER: Meeting via Zoom called to order at 7:00 P.M. by David Johnson, President.
2. DEVOTIONS: Jolene Wille.
3. APPROVAL OF AGENDA: MM by Diane John to approve the agenda. MS by Leroy Mitchell. MP.
4. APPROVAL OF OCTOBER 2020 COUNCIL MINUTES: An amendment made to the October 2020 minutes under OLD BUSINESS, Operation Christmas Child will delete " there are also funds in Witness and Outreach." MM by Diane John to approve the October 2020 council meeting minutes as amended. MS by Kim Anderson. MP.
5. SENIOR PASTOR'S REPORT--Pastor Terry Nordheim:
  - The live stream service at 9:30 on Sunday will include previously recorded organ music and Congregational singing.
  - Ideas for Christmas worship are being worked on. One idea is to hold a thirty-minute, outdoor Christmas service with lighted candles, Christmas carols, sharing the Christmas Story, and family recordings of a Call to Worship.
  - The sanctuary was opened as of November 2nd for quiet time, meditation, and prayer. The days and times are: Mondays, 6:30-8:30pm, Wednesdays, 12 noon-3:00pm, and Fridays, 9am-12 noon.
  - There are ongoing meetings with the synod about lay issues. For example, how to lead a Congregational Meeting via Zoom.
  - The church is moving forward with the computer system. Music Connections has been working on getting the sound board system downstairs. The main floor platform is built, and the cabinetry will be started in the next week or so. The plan is for the system to be up and running by December.
  - Pastor continues having phone conversations with congregants. People coming in for quiet time are greeted before and after their meditation time in the sanctuary. A member discussion group still meets weekly at 7:00 A.M.
  - Since our last mission trip to Guatemala, the country has suffered excessive amounts of rainfall leading to mudslides, washed out roads, hurricanes, and more rain. As a result, two hundred eighty-seven families have lost everything. For \$110.00 per family, food, solar lights, and other supplies could be provided.
  - There have been a number of people who have passed away since the ongoing pandemic started. Trinity is still not holding indoor funeral services at this time.

- Fifteen youth have been confirmed, and Linda has met several times with the new confirmation students. She has met with the youth workcamp, and they are set for a summer trip. Linda has been working on care packages, and volunteers have delivered them to senior citizens and teaching staff. Next, care packages will go to health care workers. The response has been very positive.
- One hundred dinners will be delivered on Thanksgiving by volunteers

6. ASSOCIATE PASTOR'S REPORT--Pastor Karri Anderson:

- The Luminary Service was well received, and about fifty people attended.
- MET teamwork continues, but they are struggling because of COVID-19--how do they get information from the congregation? It is difficult during the pandemic. Three possible ways of gathering information and sharing thoughts are meetings via Zoom, phone calls, and questionnaires.
- Meditations have been put together and made available for people coming in for mediation and prayer time in the sanctuary. The focus will be on a theme for each month.
- Pastor Karri has completed a "boundaries" workshop and is now certified. She also finished an "anti-racist" book study which she felt was very good. She would like to have a book study or presentation on racism when we can get together again. It's important.
- Pastors are working on plans for Lenten and Advent services.

7. TREASURER'S REPORT--Diane John:

- Trinity is doing well, financially. YTD offerings are \$4,573.43 ahead of budget. YTD budgeted expenses are \$450,860.60, and actual expenses are \$426,016.59. PPP is covering \$57,950.79 of the payroll expenses. Twyla has completed the application for PPP loan forgiveness.
- The Finance Committee has had discussions about the pros and cons of the Cares Act. It is complicated, and the committee has decided not to do it.
- Some members of the Finance Committee think that an external audit is not needed and would be expensive. The synod was called for audit references but had none. Some committee members are looking for names of auditors, and they are still in the process of looking for someone to perform an audit and what the cost would be.
- Diane wants to simplify and clarify information presented at the Annual Congregational Meeting. She is asking for specific information and budgets from each council committee: their mission statement, an outline of what they are about and what they do, where their funds come from, and what funds are available to them. Council liaisons would present this request to their particular committee and bring the information back to the council. Clarification and transparency of information and procedures are important to share with the congregation.

MM by Diane John for council committee liaisons to go back to their committees to establish a mission statement, clarify their responsibilities and purpose, define their operating budget and where their funds come from, and how many people are on each committee. MS by Colleen Guilfoile. MP.

8. OLD BUSINESS:

- Building Renovation Task Force Update--A Charge has been created and sent out to the council. Pastor Terry has laid out about eight or nine points in a draft, and Gail Seaver added to and compiled the letter that was sent out. Past reports have been looked at for history and perspective along with current changes and the need to help answer, "how did we get to where we are today"? For example, today we need air purification throughout the building, bathrooms need to meet today's handicap standards, and additional attention needs to be paid to energy efficiency. The Task Force wants the congregation to have an active role in forming the Building Committee that will actually see the renovation through to completion.

ELCA consultants are free of charge to Trinity. They can help with hiring an architect and looking at various options. Information can be presented to the congregation via a Zoom meeting or at coffee meetings. The purpose would be to explain the rationale behind what and why we are doing what we are doing and to present a Master Plan.

The congregation has endorsed designating Bequest dollars for the project. The question was asked, "then why the redundancy" with more meetings and votes to approve? The congregation has not, as yet, formally endorsed the actual building renovation. We need a formal Congregational meeting to accomplish that and to approve a formal Building Committee that would oversee the project.

David felt that a February Congregational Meeting is unlikely, and Craig thinks the job of presenting and approving building renovation plans is too big to accomplish via a Zoom meeting but needs to be done in person. Meanwhile, David said we need to educate the congregation and get their feedback.

There was discussion on what we can accomplish on the project now. There are things that could be started, and Pastor Terry's hope is to meet for a Congregational Budget Meeting in February to elect council members and approve the Building Committee. There is \$460,000. towards the building renovation project, and church members can give the council the authority to move ahead. The question was asked if a goal is to recruit new people for the Capital Improvement Task Force and to keep the members who are willing to stay on, then "why do we keep revising what we already know"? We have an architect's plan for the bathrooms and all the numbers from 2019. David said we now need an air purification system so the basement can be used, and we can bring in an ELCA consultant to update what we have.

Jolene feels we do not need to go over information from 2011 and why would going over that information be helpful? Leroy suggested bringing in an architect now and walk through the building with members from the Capital Improvement Task Force, if possible, in order to start the process.

David said to wait to look for new people for the Capital Improvement Task Force until we get the okay tonight from those who want to continue on the Task Force. Jolene,

Craig, and Leroy will continue and agreed to look at the purification system and how to do it. At some point, the Capital Improvement Task Force will pass the baton to the Building Committee.

In lieu of the motion in last month's meeting, it was decided that Capital Improvement Task Force members, Craig Martin, Jolene Wille, and Leroy Mitchell along with Pastor Terry, will meet in person and deal with the air purification system and discuss other issues they are able to address in order to move forward. The idea and need for a Building Renovation Task Force (which was discussed earlier) was dropped as it was considered redundant to the Capital Improvement Task Force in place.

- ReStart Committee Update--Russ Morris--the numbers of covid-19 cases are on the rise in Chisago County. Trinity needs to focus on doing "no harm". The committee thinks that the Building Task Force members, (now the Capital Improvement Task Force) as a very small group, should be able to come into church, meet, socially distance, wear masks, and limit their time. That will allow them to move forward on the building project. Air purifiers have been installed in staff offices. Opening the sanctuary on a limited basis for meditation and prayer is a good thing.

The ReStart Committee works for the council, and the council can "fire" the committee any time it wants to. The ReStart Committee is there only to advise, and their purpose is to develop safety protocol, not to decide if and where people can meet.

A few months ago, there were only twenty to thirty cases of COVID-19 in Chisago County. Now there are about six hundred cases per week. Weddings and funerals are the biggest spreaders. So far, there have been 3,998 cases and four deaths in Chisago County. The times are not good now. The committee will meet next in early December. Pastor Terry has talked to other churches in the area, and those that were open for indoor worship have discontinued indoor worship for now. They are going back to online worship, due to new COVID-19 cases within their congregations.

- Staff Performance Review Update--Kim Anderson--the Executive Council is the Personnel Committee. The committee wanted to finish all ten staff performance reviews by Thanksgiving. They asked for feedback and summarized the staff assessments, but it looks like the reviews will not be finished by then. They will be finished by the end of the year.
- Music Task Force Update--Kim Anderson--Kim is on the Music Task Force, and their first charge was to get feedback from the staff and people involved in the history of music at Trinity. There were about fifteen people on a Zoom call, and the Task Force received good feedback on the history of music at Trinity, good background on Trinity's music, and what is happening today. The second charge was to understand what other local churches are doing musically, so other churches were contacted, and they shared a variety of perspectives. The Music Task Force is well informed about music, and they share a variety of perspectives and opinions which all contribute to their passion and commitment for the music at Trinity. The third charge for the Task Force is to get

feedback from the congregation. They will be sending out a survey with questions to the congregation in a week or so. The results should be out by mid-December.

- Fall Stewardship Update--Pastor Terry Nordheim/David Johnson--Gail Seaver has produced five videos for stewardship and prepared a letter that is going out to the congregation by December 1st. The pledges are important for budget purposes. So far, there are sixty-three pledges for \$126,289.00. Commitment Sunday is coming up, and the hope is to catch up to where we were with pledges this time last year.
- Shared Ministry Update--Pastor Terry Nordheim/David Johnson--Taylors Falls seems to be interested in a shared ministry. It is the council's job to continue to see if a shared ministry meshes with our attempt to call an Associate Pastor. Pastor Terry discussed a Shared Ministry Asset Mapping Tool. It has categories for discussion about what gifts our church, staff, and congregants have to share with one another and to the greater community. What is our purpose, our passions, our values? Pastor Terry will send out questions to the council for feedback on the asset map. How might a Shared Ministry with Taylors Falls enhance our church experience?

#### NEW BUSINESS:

- Snow Plowing--Leroy Mitchell asked if we need to continue to plow the two parking lots we are not using now? We would save money by not plowing them, but we are still required to shovel or clear the sidewalks in front of them. Also, would we have insurance liabilities if they were not plowed? Leroy will check into the cost savings and any liabilities if the lots are not plowed.
- Begin Discussion on Policies and Procedures Governing the Authorization and Disbursements of Bequest Funds--David asked if it is okay with the council to discuss this with Gail Seaver and bring it to next month's Council meeting? We will start with that.
- Reminders: Next Month's Meeting Devotions, etc.? Pastor Karri volunteered. There will be no Christmas party for council and staff. The council still wants to show their appreciation for the staff, so one idea is giving them a gift card, or we would welcome any ideas or recommendations. The next meeting is on December 15, 2020 at 7:00 P.M.
- Adjourn/ Closing Prayer--Pastor Terry Nordheim

MM by Colleen Guilfoile to adjourn. MS by Katie Roche. MP. Adjourned at 9:06 P.M.

Submitted by Cathy Johnson, Secretary