

St. Paul's Lutheran Church - Board of Directors Minutes

August 11, 2021

The Board of Directors met via Zoom Meeting.

The 2021 St. Paul's Board of Directors:

Pastor Teklu, Zac Huffman, Bernice Prescott, Cyndie Dixon, Rick Wood, Jen Houck
Diane Segelhorst, Carol Cook

Present: Pastor, Zac, Bernice, Cyndie, Diane and Jen

Zac called the meeting to order at 5:30pm. Pastor opened the meeting with prayer.

Approval of Minutes:

The minutes of the July 14, 2021 board meeting were approved as presented. They were posted by Patrice on the website.

The revised minutes of the June 23, 2021, board meeting were approved as presented. They were sent to Patrice to post on website.

Treasurer's Report:

The July, 2021 Treasurer's Report was sent digitally to the board by Charlotte Angeli.

July Budget Status: **95.53%** of goal, down from May 100.17%

- Offerings YTD: \$101,128.04; under goal: **(\$4,728.78)**
- Expenses YTD: \$102,116.96; under budget **\$4,916.19**
- Overall YTD: all income minus expenses **\$11,392.65**
- 2021 budget: \$183,485.16; \$3,528.56/wk needed to meet budget

The report was approved as presented.

Pastor's Report:

- Pastor recently returned from a two-week vacation.
- He recently visited three families. He also visited the sick and shut-in members of the congregation and communed Brian Spencer.
- The Prayer Team meets every Thursday or Friday.
- The Adult Bible Study continues to examine the Book of Acts. He would like more families to attend. The Book provides guidance for Church growth.
- Pastor continues his third sermon series, entitled, "Led by the Spirit". There will be two more sessions on Holy Spirit.
 - ✓ In September the sermon series theme will be, "Faith in Action" and in October, the theme will be "Experiencing Mercy". This study will be Lectionary based and the Book of Acts will serve as a resource.
- The next Ministry Staff Planning meeting is scheduled for August 18, 2021, at 7:00. At that meeting, the focus will be on 3Q & 4Q Strategic Plan activities.
- Confirmation Class resumes on Sept 2.

Open Items from Last Meeting:

- Hospitality Team
 - ✓ Diane and Cyndie reported on the progress of this group.
 - ✓ St. Paul's has subscribed to the "Mapping Center for Evangelism & Church Growth" which provides spreadsheets with names and addresses of families who have moved into our area.
 - Excel sheets have been examined for the latest sales date and it was determined to whom the letters would be sent.
 - ✓ The cover letter and St. Paul's brochure has been completed.
 - ✓ The first mailing was collated on August 11 and will be mailed on August 12.
 - ✓ Fifty brochures will be copied for the mailings.
 - ✓ It was suggested that brochures be handed to the congregation to distribute to the members' new neighbors as well.

Current Agenda Items:

- Reopening Ad-Hoc Planning Team.
 - ✓ Diane reported that she continues to follow the data. She stated that because of our older and more vulnerable population as well vulnerable children that cannot yet be vaccinated, a mask mandate was reinstated. Her committee is following CDC guidelines and would rather err on the side of caution than put our congregation at risk.
 - ✓ Zac has notified other groups that meet at the church regarding the mask mandate and reminded them of other protocols currently in place. Contact tracing will be reinstated if needed.
 - ✓ Pastor was asked to request that the church attendees not congregate in the Narthex after services.
 - ✓ Zac was asked by Dorothy Clark if the Quilt Sale could be held again in Oct. He gave tentative permission depending on COVID. The sellers and attendees must follow approved COVID protocols.

- Strategic Plan - Focus on 3rd & 4th quarter activities
 - ✓ Oasis – Erin Mitchell has joined the team. She has experience in organizing these events and will bring new ideas. The program is being modified to 1 time per month for 2-3 hours.
 - ✓ Children's music activities under the direction of Jane Felsentreger will begin in September.
 - ✓ Hospitality Team has been formed under the direction of Jerry and Marj Kane. *See report above.*

- ✓ Charlton and Michelle have approached Pastor and asked permission to form a Children's Choir. Charlton is meeting on Friday August 13 with Jane and Michelle to plan.
- Streaming Video & Audio
 - ✓ The target date for streaming of both services has been set for September 2021.
 - ✓ Pastor and Zac are meeting with Tech Team and will stress that the streaming of the first service is a priority and should be done ASAP.
 - ✓ Streaming will be necessary for homebound members if COVID gets worse.
 - ✓ SED technology grant form has been received and sent to the Tech Team on July 26, 2021.
 - Limited number of grants available
 - ✓ Previously, the BoD approved \$1500.00 for equipment purchase.
- Church Cleaning Service -
 - ✓ Zac and Charlotte will schedule a meeting w/members of Life Bridge by 8/13 as possible replacement for the current company, CoverAll.
 - ✓ Details regarding price and cleaning time will be determined
- Photo Directory –
 - ✓ Jen has completed the edits and they have been sent to Cindy and Patrice
 - ✓ Patrice will put on the website
 - ✓ It was decided that updates will take place when there is a 10% change in the membership.
 - ✓ Families with children will be encouraged to provide up to date photos.
- Zac asked the board to examine the following websites for purchase consideration and discussion at the next meeting:
 - ✓ Concordia Church360 Members: Web Based Church Management Software
 - <https://www.concordiatechnology.org/church360/members/features/complete-list>
 - \$500.00/year; \$199.00 start up
 - ✓ Web Based Church Management Software
 - IconCMO.com
 - \$385.00/year
- Church Mutual Insurance -

- ✓ The church has been notified of a rate increase, effective Aug 18, 2021. Our new premium will be \$4339.00 with a \$2500.00 deductible.
 - ✓ The BoD approved raising our deductible to \$5000.00 to reduce the annual premium to \$4127.00, saving \$212.00 per year.
 - ✓ Our policy includes a rider, “hired and non-owned” auto coverage for instances when congregation members are carrying other parishioners to/from church events. The Board decided to keep this rider at a cost of \$110.00 per year.
- Narthex Insulation
 - ✓ John S. is currently evaluating two proposals to upgrade the insulation in the Narthex. He is deciding between batt and spray foam. The cost will run between 12K - \$16K.
 - ✓ In the interest of time, Diane recommended that we get a quorum vote from the BoD so we can move ahead on a timely basis. Zac will follow up with an email requesting a vote on this issue from the board.
 - Next BoD meeting: Wednesday September 8, 2021, 5:30PM
 - Service Views 2021:

July Avg:		
	8:15 am	35 total (32 in person, no live stream, 3 audio)
	10:30 am	35 total (23 in person, 12 live stream, 0 audio)
July 4	8:15 am	35 total (33 in person, no live stream, 2 audio)
	10:30 am	32 total (24 in person, 8 live stream, 0 audio)
July 11	8:15 am	33 total (30 in person, no live stream, 3 audio)
	10:30 am	36 total (24 in person, 12 live stream, 0 audio)
July 18	8:15 am	41 total (38 in person, no live stream, 3 audio)
	10:30 am	39 total (22 in person, 17 live stream, 0 audio)
July 25	8:15 am	30 total (27 in person, no streaming, 3 audio)
	10:30 am	31 total (21 in person, 10 live stream, 0 audio)
Aug 1	8:15 am	47 total (42 in person, no streaming, 5 audio)
	10:30 am	27 total (13 in person, 14 streaming, 0 audio)
Aug 8	8:15 am	38 total (35 in person, no streaming, 3 audio)

10:30 am 36 total (21 in person, 15 streaming, 0 audio)

Respectfully submitted,

Cynthia L. Dixon

Secretary