

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

May 18, 2020 (via audio conference and Zoom)

2020 St. Paul's Board of Directors:

Present: Zac Huffman, Tom Cook, Bernice Prescott, Cyndie Dixon, Rick Wood, Jen Houck, Diane Segelhorst, Pastor Dave

Not present: Rick Wood

The meeting was called to order at 5:48 pm.

The opening prayer was offered by Pastor Dave, asking God to clear our hearts to receive His message of what it means to remain faithful, and to guide and direct us in this time and make us His instruments at St. Paul's.

The minutes of the May 11, 2020 BoD meeting were approved by voice vote.

Treasurer's Report - April 2020

- April Budget Status: income at 77.69% of goal, up from 75.33% in March
- Offerings YTD: \$52,165.13; under goal: **(\$14,981.35)**
- Expenses YTD: \$104,719.13; over budget **(\$23,857.45)**, due to property and project expenditures
- Overall YTD: (all income minus expenses) **(\$44,913.80)**
- 2020 Budget: \$205,389.24; decrease of \$1,363.54 over 2019
- Use of electronic giving is increasing

Open Items from Last Meeting:

1. The lower level flooring has been completed. Several members of the BoD have looked at it and are satisfied. Most items have been returned to their places, and curtains are on order for the bathrooms and kitchen.
2. The exterior sign panels have been completed and are operational. Several persons need to be trained to post messages, as at present only Rick Wood can do so.
3. Rick Wood continues to work on the live streaming functionality. He was not available to provide an update at this meeting.

Current Agenda Items:

1. Review of pending May 20, 2020 constitution amendment procedures. Electronic voting instructions were emailed to voting members on May 18; responses are being received in good number; Zac will call those members with no email service to gather their votes.
2. Review of pending pastoral call procedures. The 2nd congregational meeting was held via Zoom on Thursday, May 14, 2020. Ballots will be emailed to voting

members on May 21 and hand-delivered to those without email service. The call service will be held via Zoom at 7:00 p.m. on Friday, May 22, led by Pastor David Maack at the church. It will include opening and closing music, prayers, readings and the recommendation of the call committee.

Voting members will return their signed ballots to the church on Saturday, May 23. The proposed time window was 9:00 a.m. to 3:00 p.m. Upon discussion, it was decided those hours can be reduced to 9:00 a.m. to 1:00 p.m. BoD members offered to sit at the church to collect ballots and/or pick up ballots from members as needed. The schedule at the church will be:

9:00 – 10:00 a.m.	Bernice Prescott
10:00 – 11:00 a.m.	Jen Houck
11:00 – 12:00 p.m.	Cyndie Dixon
12:00 p.m. – 1:00 p.m.	Zac Huffman

The ballots will be delivered to Pr. Maack for counting. BoD discussed how the decision would be announced to the congregation and decided it could be done via a Zoom meeting or email before the Sunday morning communion service, with notification afterwards to persons without email service.

3. Materials for the June newsletter should be submitted to Cyndie Dixon by Wednesday, May 20.
4. The zoom.us Pro edition has been established, as previously approved.
5. The draft Compassion Aid policy previously provided to the BoD was reviewed. Concerns expressed that eligibility based on “disasters” may be too limiting, as other situations, such as domestic abuse, could put a person in immediate need, although we do need to have parameters. Concern expressed that the \$100 limit may be too rigid and perhaps could be a standard ceiling with flexibility as needed. Concurrence expressed that we will not cover expenses already provided for by the CCCC, which include rent, utilities and prescriptions. Concurrence expressed that we will address one-time needs and not provide funds on an on-going basis. Noted that we must establish the source of the funds and what our limit will be, by adding a category to the annual budget. Discussed to also provide an opportunity for members to give donations to provide additional aid. Discussed if the assistance should be limited to immediate family members of congregants or others in our geographic area who are not related. Based on the discussions, Diane Segelhorst will modify the draft for the BoD.
6. BoD began discussion of the planning requirements to reopen St. Paul’s for normal activities for the congregation and other groups. Anne Arundel County as of May 15 is still requiring religious facilities to remain closed for more than ten persons at one time. It was noted that there are a variety of resources, including SED material, available to assist congregations moving forward, and that the district is holding periodic conference calls on the subject. It was also noted that our ability to livestream services will be essential to serve those members who for health concerns cannot or will not come back as soon as on-site services resume. It was recommended that we establish a group to begin identifying and reviewing issues that need to be addressed by St. Paul’s in preparation for re-

opening, both for planning purposes and to advise the congregation of the needed steps and progress toward reaching them as we move forward. Zac Huffman will initiate the process and survey the committees for participation.

7. The Outreach Committee is planning an additional community food drive, with recipient(s) to be determined. These may include families identified from Crofton Middle School and LifeBridge. The activity will not conflict with any efforts that will resume when the CCCC food pantry re-opens. The proposed schedule is:
 - June 13, 2020: donations brought to St. Paul's from 10:00 a.m. to - 12:00 p.m. and sorted and stored in the Fellowship Hall
 - June 14, 2020: food to be delivered to recipientsThe BoD agreed by consensus to approve this outreach activity.
8. Service Views:

- March 29: 118	April 9: Maundy Thursday - 40	April 19: 52
- April 1: 29	April 10: Good Friday - 37	April 26: 43, 44
- April 5: 104	April 12: Easter - 42	May 3: 38
- May 10: 28	May 17: 36	
9. Pastor Dave reported that he is providing communion by telephone for those shut-ins who want it; others can also receive sermon summaries by phone. He also reported that Michele Angeli is recording contemporary music selections and Charlton Henry is recording hymns; these will be posted on the website.

The meeting was adjourned at 6:35 p.m. with the Lord's Prayer.

Respectfully submitted,
Bernice Prescott, Secretary