

Christ the King Lutheran Church

# Minutes - Council Meeting

May 3, 2020 12:30 p.m.

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**Meeting called to order at 12:33 p.m.**

**Attendees:** Fred Walls, Paul Hoffmann, Jim Cox, Becki Hill, Pastor Kelly Nieman Anderson, Rachel Moore

## Opening Prayer

**Review and Approval of Agenda:** Motion by Paul to approve the agenda; 2nd by Becki. All vote in favor; none opposed. Motion passes.

**Review and Approval of Minutes from April Meeting:** Motion by Pastor Kelly to approve the minutes from last meeting; 2nd by Paul. All vote in favor; none opposed. Motion passes.

## Treasurer's Report:

- Jim will look to develop a YTD month to month donation / tithe comparison to see where we are at.
- Jim had a question regarding the ELCA Mission Investment Fund, stating he will put something together as we are not getting a good return on the account. Fred made a motion that the Mission Investment Fund be used for the roof expense/pay back the mortgage. Paul 2nd, all vote in favor; none opposed. Motion passes.
- Becki makes a motion to approve the Treasurer's Report; 2nd by Pastor Kelly. All in favor; none opposed. Motion passes.

**Pastor's Report:** Nothing new to report that isn't already on the agenda.

## Old Business

1. Update on call process
  - The MET process has been ratified. We are waiting to hear back from Living Hope & Pastor Kristen from Synod.
  - The primary goal is getting both congregations (CTK & LH) working together. We need to have a conversation with Living Hope & have Synod involved.
  - Paul will get in contact with Living Hope so that we have one representative from each church to make sure the process is completely transparent.

2. Safer-At-Home/Quarantine/Social Distancing Status
  - State has extended the Safer-at-Home order to the end of May.
  - Badger Bounce Back plan is dependent on 14 consecutive days of a decrease in the number of COVID-19 cases reported.
  - Discussion regarding what re-opening CTK will look like. There is no set date. Council will have an informal meeting on May 26th to discuss this further.
  
3. Church Office Administrator Rachel Moore “working remotely” status
  - Rachel has been in constant contact with Pastor Kelly via texting and phone calls when she has a question. Voicemails and emails are checked daily as well. She is making sure there are as few bills as possible and is currently averaging approximately 5 hours a week.
  
4. Financial Secretary / giving tracking
  - Kathy Furlotte has resigned as the Financial Secretary. Rachel will be taking over those duties and working closely with Jim. Jim will process the bills and send a report to Rachel.
  - Pastor Kelly will pull a final report of giving from Shepherd’s Staff so that it can be put into the new system.
  
5. Cost reduction status
  - Paul has been researching the fire alarm system in the building. He has been in contact with both the City Fire Chief and our insurance company. There is no legal requirement by law to have a central station monitored alarm. Paul will continue researching what we have and what options we have for alarm monitoring.
  - Copy machine - can we get out of our lease and purchase a copier? Rachel will look into this.
  - Prime Horizon - Jim talked to Shawn. They are hoping to be back in the building for June. The plan was for Jim & Shawn to sync back up at the end of April. Jim will reach back out to Shawn.
  - Online sign up for lawn care is needed. Rachel will send out an email to the congregation requesting volunteers to sign up.
  
6. Worship Planning Site (possible change to use Planning Center?). The program is very easy to use. Fred will look into an easier way to get this on the church website, as it currently requires a login.

## **New Business**

1. What is the goal of the "Sower" publication?
  - No longer exists, unless someone wants to pick up and continue it.
  - Rachel had taken it over from Jerry Wiskow, but very few articles were being turned in to put something together.
  - Rachel sends an email every 1-2 weeks with all information of what is going on, as well as the monthly mailer she has been sending with information & prayer calendar.
  
2. Discuss Pastor Kristin's meeting minutes from February Meeting w/ Council & Vision Committee
  - Brief discussion regarding this item, but tabled until the next council meeting.
  
3. PPP Loan Status
  - 1st Bank Financial in Grafton is working with a commercial lender.
  - Jim received an email from them on Friday requesting more information from us. That has been done and sent to them, just waiting to hear back.
  - The loan is for \$9,000 and is considered a "forgivable loan".
  - FAQ will be sent to council for review & Jim will advise once he hears back from the bank.

## **Trello Review**

1. Butterfly Garden: on hold for now.
2. The church parking lot is in dire need of maintenance/resurfacing and will not last another year. Rachel will get some quotes and report back.
3. Parking lot lights: Paul will look into lighting options for the lot.
4. Roof replacement - Lee called 2-3 weeks ago and is keeping us on the schedule; hopefully starting early May. He will call before starting in case he needs access to the building.
5. Flooring replacement - on hold for now.
6. Sanctuary door - on hold for now. Jim will check on this the next time we get a heavy rainfall.
7. Defibrillator - We received a grant from B3 for \$250.00, plus another \$100.00 donated. There is another congregation member who wishes to donate to having this installed. Paul was able to secure one for a great price and we should have it in a couple of weeks.

## **Closing Prayer**

**Next Meeting: June 8th 7:00 p.m.**