

# Minutes - Council Meeting

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**Attendees: Fred Walls, Paul Hoffmann, Jim Cox, Pastor Kelly Nieman-Anderson, Becki Hill, Mark Dybdahl**

## **Review and Approval of Agenda**

- Motion by Paul to approve the agenda, 2nd by Jim. All in favor, none against, no discussion; motion passes

## **Review and Approval of Minutes from May Meeting**

- Motion by Paul to approve minutes from all three May meetings, 2nd by Jim. All in favor, none against, no discussion; motion passes

## **Treasurer's Report**

- Treasurer's report read and discussed
- No progress on migration to QuickBooks, but chart of accounts is fully set up.
- Bill from P&R Cleaning still has not been received from sewage clean-up last January. Contacted them 2 weeks ago & they advised they would research the issue.
- Fred advised the left monitor in sanctuary is broken and needs replacement. Believes it is still under warranty and needs a receipt to replace it.
- Jim needs documentation to prove we spent money received from the PPP.
- Motion by Paul to approve the treasurer's report, 2nd by Becki. All in favor, none against, no discussion; motion passes
- Fred will post the Treasurer's report onto the church website

## **Pastor's Report**

- No new information that is not being covered under other topics

## **Old Business**

### 1. Call Process

- MSP 1st edition was submitted to the Synod office
- CTK can make updates even though it has been submitted.
- Latest version (6/5/20) reviewed.
- Jim makes a motion to approve the updated (6/5/20) MSP, 2nd by Paul. All in favor, none opposed.
- Fred makes a motion to hold congregational meeting on Sunday, July 12th at 10:15 immediately following service. 2nd by Paul. All in favor, none opposed.
- We need to officially express our intent to Living Hope.
- Fred & Paul volunteer to interview Pastor Kelly and provide a report to Andy Krueger and the team at Living Hope.

### 2. Safer-At-Home/Quarantine/Social Distancing Status

- Review from last meeting – lawn chair services through June, possibly move services inside in July or August.
- How do we handle lawn chair services in the event of bad weather?

- There is a wedding scheduled for July 25th with a paid deposit. We will still follow current state/local guidelines and recommendations regarding COVID-19 and the sanctuary will be cleaned immediately after the ceremony.
3. Giving tracking
    - Rachel was able to enter another batch from old system to new system and will print out 6 months' worth of giving at the end of June
    - Mail slot of Financial Secretary is still being used. Rachel will start checking this and pull out paperwork.
  4. Cost reduction status
    - Rachel has been attempting to contact the printer company, but they appear to be dodging her calls. She is still working on contacting them to see about cancelling our lease and purchasing a copier that is more appropriate for our needs.
    - Alarm system - Paul is unable to reach the alarm company people but will continue trying.
  5. Worship Planning Site (possible change to use Planning Center?)
    - Planning site was initially set up for the band
    - Site is free for up to 5 people to manage
    - Fred is still learning the system but feels it will work well and is a good solution for volunteering.
    - Invitations will be sent out this summer

## **New Business**

1. Prime Horizon
  - Some clients/employees will be inside the building
  - No clients for group homes will be attending at this time.
  - PH staff is requesting that CTK members keep their distance and allow them time to figure this out.
  - Be respectful of the space they are using, by not entering when they are open and leave the vulnerable population attending isolated.
  - PH hours are from 8:30 a.m. - 4:00 p.m. Monday - Friday.
  - If you need to be in that part of the building during PH hours, contact Bonnie Probelski, Pastor Kelly, or Rachel Moore to set something up.
2. Proposal for Cooperation with Living Hope Document
  - A proposal for cooperation with Living Hope was sent a week ago.
  - Fred scripted the document and will share it with Council and the Vision Committee
  - Paul will share this with Alex from Living Hope.
3. Council Status Update to Congregation
  - There will be a link on the church website to show what Council is doing.
  - Jim will be emailing Rachel to indicate what he wants done
4. 4 Church Meeting Update
  - Representatives from CTK, Living Hope, St. Paul's in Random Lake, and Parkside in Saukville met on 6/8/20. Paul Hoffmann and Mary Stevens attended to represent CTK.
  - There has been a lot of communication with these groups approximately 10 years ago
  - Looking to get more people involved in church services
  - All 4 churches are seeing declining numbers and an aging population
  - Purpose is to work together to share ideas and collaborate
  - This is NOT a merger, but working together (like with Lighthouse Ecumenical Youth Group)
  - Need to look outside the box - sharing music, live-streaming services
  - Group is planning to get together again - being guided by the Spirit, discussing what works. What is the vision?
  - Possibly sharing services throughout the year.

## **Trello Review**

1. Butterfly Garden - on hold
2. Church Parking Lot (resealing) - Rachel reached out, but has not received quotes
3. Parking Lot Lights
  - Paul has received some quotes.
  - Unable to locate any replacement bulbs inside the church - confirmed by Mark that we do not have any
  - Mark advised that they went through Focus on Energy with Franklin Energy 6-8 years ago when Ron Manns oversaw building/property.
  - Paul is familiar with FoE and will contact them.
4. Roof Replacement
  - Start date planned for June 15th - will take approximately 2 weeks
5. Flooring Replacement
  - Fred spoke with Ellen Smith and encouraged her to continue finding a cost-effective solution
6. Sanctuary Door
  - Rachel received a quote from Jim's Excavating, and it is within our budget
  - Becki made a motion to have Jim's Excavating make necessary improvements to the drainage system, 2nd by Paul. All in favor; none opposed. Motion passes.
  - Rachel will contact Jim's Excavating and set up a start date
7. Defibrillator
  - Defibrillator system is in and will be installed
  - The unit should only be used by a CPR-trained person
  - Michelle and staff from Prime Horizon should also be trained
  - Signage will be made and put up indicating location

**Next Meeting: Sunday, July 5, 2020 12:30 p.m.**