

**St. Luke's Lutheran Church  
Council Meeting**

Tuesday, February 21, 2017

Present: Paul Maki, David Saxby, Kelly Boyer, Peggy Moser, Faith Thomas, Carole Vance, Karen Linfor, Carl Hoppman, Holly Hoppman, Samantha Basquez, Laura Tice, Lauren Orcutt, Larry Dockter  
Absent: Carolyn Andrews

Larry Dockter read the St. Luke's Mission Statement.

**Call to Order:**

The meeting was called to order by President, Paul Maki at 7:00pm. Pastor Hoppman opened with prayer, remembering the various needs of the congregation.

**Approval of Minutes:**

Motion to approve the January, 2017 Minutes with minor adjustments: Evangelism Report was attached; it was reported that there was no written report. Motion to approve by Peggy Moser; seconded by Lauren Orcutt – Minutes approved.

President Maki reviewed the Treasurer's Report in Carolyn's absence. January was a good month! Giving supported our budget, and income in the amount of \$5,581.00 in the Facility Usage account. He also noted that the PG&E bill was a little out of whack comparing 2016 PG& E bill to so far in 2017, but is on track now. There is no gas leak; the cost is up due to higher prices. This gives us a surplus of about \$4800.00, due to Facility Usage income for the first month of 2017.  
Checkbook balance as of 8-31-2016: \$39,472.50

**Pastor's Report:** Written report on file

Pastor Hoppman reviewed the highlights of his recent activities:

- Memorial service for Lou Tice.  
Service for Mildred Franklin.  
Pastor stated that almost everyone he considers a "regular" has attended worship services this year. Giving thanks for this blessing!  
Exciting ideas for community outreach in the works. Lauren is working hard on this project.

- Lenten midweek worship begins March 1<sup>st</sup> with Ash Wednesday, and will be centered around Luther's Small Catechism. Pastor also stated that after the soup suppers each week, dramas will focus on each one of the 5 parts of the Small Catechism; Apostles' Creed, the Ten Commandments, Baptism of the Holy Spirit, Holy Communion, and the Lord's Prayer. Observance of the 500<sup>th</sup> anniversary of the Reformation takes place this year.

Pastor has suggested that applications for the position of church secretary should be submitted by the end of March, in the event Lauren does not return after the delivery of her baby. Description of duties and application will be discussed at the March Executive Committee meeting on March 2<sup>nd</sup>.

### **Meyer Fund:**

Holly Hoppman updated Council on the 2/2/17 committee meeting of the Meyer Fund committee:

Discussed general ideas that were started from the list. The big item, was the carpet. Asbestos abatement was the main topic of discussion with regard to replacing the carpet and tile. This would be a very costly project. Some other items that were discussed are:

Projection system for the sanctuary

Appliance updates

Choir loft windows (probably not going to do this one)

Benevolence in the amount of \$14,000.00 to St. John's Lutheran Church, or the Elk Grove Food Bank

Waiting to hear back from a couple others that Peggy is working on.

Other outreach opportunities include meals in the park once a month with a brief church service included, possibility of counselling service, mailing notification postcards to the community in advance of Easter and Christmas services, replacing the Carillon music system. Still taking suggestions.

Next meeting is March 2<sup>nd</sup>. (May be changed by Holly; in conflict with Executive Committee meeting.

"Whip it Flags" – discussed using other memorial funds for this if it is decided to go forward. Pastor indicated that he and Lauren are working to identify a memorial fund for this project. Lauren mentioned that the flags will go up in several locations along Center Parkway and Tangerine, and a banner for the side of the church, specifically for Easter, is also planned.

Lauren discussed the fact that some of these outreach projects will require assistance from various boards, Evangelism, Worship and Music, Youth and Community Concerns. She distributed the project list, and expanded on what each project would entail, i.e., Helping families connect with attorneys specializing in various laws: family law, tenant law and employment law, host some free presentations, and then attorneys could meet with interested parties for further information. She feels that this could be done on Sundays after the fellowship time, giving the congregation the opportunity to interact with the individuals attending and interested in these areas and welcome them to St. Luke's. Lauren stressed that the purpose of this outreach is to grow our membership.

Peggy mentioned that the Parkway Newsletter came out recently, and they are working with the city about putting a triage in this area for the homeless, and maybe this is something we can work on with them. Faith stated that she was approached and asked if St. Luke's would be willing to act as the host center for this project. Faith stressed that this is strictly for the homeless, not for others. Peggy pointed out that most of the homeless in our area are not in the system, because they have not applied for any assistance. This would be a good way to get them into the system in order for them to receive assistance in various ways.

Pastor also stated that the lunch in the park is a great way to disseminate news, letting people know about services and other events that are taking place at the church. We want the church to be welcoming to the community, not appear as an "institution".

Lauren had one more item: She is speaking with some legal experts to make sure we are following best practices and not jeopardizing anyone's liability. Lauren stated that she had previously asked someone to contact our insurance company about this plan. Holly was going to ask Bob Behr, and she said that she will.

Notices regarding the proposed lunches in the park and other community events would be sent out via flyers and/or postcards, and speak with the Family Resource Center. Lauren has already spoken with them, and they are excited to help out with spreading the word. Faith suggested also putting an article in the Pena Newsletter.

Carole Vance said she will send a note to the Evangelism Board and let them know about this plan.

**Finance Board/Special Funds Report:** Report on file

David Saxby reported.

Number of contributions up ☺

Despite stormy weather, offerings met the Budget!

Annual statements for 2016 were distributed. If you have not received yours, please contact Jack Fenske.

Reminder: Please remember to use numbered envelopes. If you do not have one, contact Jack in person or drop a note in the offering.

When using pew envelopes, please write legibly.

Holly asked why there is still approximately \$2700 in the Narthex remodel account. Pastor explained that all of the memorial funds earmarked were not used. Further questions need to be addressed to Ron Webb as to the disposition of these funds. Dave will discuss with Ron.

**Committee Reports:**

**Community Concerns:** Written Report Submitted

Faith Thomas, Chairperson, reported

Preparing for annual Winter Sanctuary on March 26<sup>th</sup>. There is a meeting to discuss after worship service on Sunday. WELCA is preparing food and gathering items for “goodie” bags to hand out. Assembling of these items will be done at the March WELCA meeting. Youth is preparing brown bag lunches as our guests depart. Youth Band is going to play. There will also be a movie – to be selected by Pastor.

**Children’s Clothing Place:**

This has slowed down a little bit. Faith indicated that she purchased quite a few pairs of shoes that were on sale. Flyers are going out again regarding this project.

**Share-a-Sole Project:** The church will participate again. Peggy said that it would be nice if we could get an advanced list of folks that need shoes and purchase them, to get a little ahead. This is a Community Concerns discussion at their Board meeting.

**Super Bowl Soup Donation:** Dave reported that there was 175lbs of soup donated for the Elk Grove Food Bank.

**Evangelism Board:** Written report on file

Carole Vance reviewed the report as follows:

Diner's Club groups up and running

Miss-You and Get Well cards sent.

Lenten soup suppers- begins March 1<sup>st</sup>. Carol has a sign-up sheet for each week of the soup suppers. She has suggested the following groups combine:

March 1<sup>st</sup>: WELCA: March 1, Ash Wednesday

March 8<sup>th</sup>: Evangelism and Community Concerns

March 15<sup>th</sup>: Property, Finance, Youth, Education

March 22<sup>nd</sup>: Choir and Worship & Music

March 29<sup>th</sup>: Council

April 5<sup>th</sup>: Congregation

David Davis has agreed to once again chair the Easter Breakfast (April 16<sup>th</sup>). Pat Webb has purchased Easter material for table runners.

"Miss You" cards sent to members to have been absent for several Sundays. Carol Carney volunteered to send "Welcome to our Church" cards to new members.

Working on updating Evangelism Board website with information on the Lenten soup suppers and worship services.

Laura Tice volunteered to assist with handing out the jars of beans to the visitors.

**Special Property Board Request:**

Kelly spoke with President Maki regarding extending the facility use to an AA Unity Group from Kaiser Hospital who want to hold a study group on the "Big Book" on Saturdays from 2-3:30pm. They would procure their own insurance, etc. The group would be entitled "The Center Parkway Big Book Study." The Big Book represents the AA 12 Step solution study. They would use the Multi-purpose room, they would not use the kitchen or any other part of the facility.

The group would use donations by individual groups to fund this usage. Pastor also pointed out that part of recovery, it is significant that they make donations for use of the facility, although we do not ask for any specific "rental" fee.

Holly Hoppman made a motion to approve this request, Peggy Moser seconded. Motion carried.

**Property Board: Written Report Submitted**

Kelly's extensive report covered the various projects and actions:

**A Listing of all Projects Completed** is available.

Kelly discussed new projects as follows:

The Property Board discussed the following four projects and recommends proceeding as described. All four projects will be funded by the Property Board Special Funds:

- a. **Walkway Joints:** Some of the existing concrete walkway joints are excessively wide and are hazardous, especially to those wearing high heels. A proposal for \$1,086.00 has been obtained from JMB Materials, Inc., to caulk the joints for the east walkway, between the Sanctuary and the Courtyard.
- b. **Trash Bin Trim:** Some time ago, a fire occurred in the trash bin and burned much of the wood trim that caps the enclosure. The Board received a proposal for \$1,330.00 from Starr Masonry to replace the wood trim with brick trim. Kelly expanded on the design of this cap.
- c. **Parking Lot/Sidewalk Joint:** The joint between the parking lot and the Sanctuary sidewalk (south 76 degrees) is poor, and fosters weeds and creates a tripping hazard. Several years ago, the same joint between the Sanctuary and the Courtyard was corrected. The Board has received two bids - \$2,900.00 and \$2,100.00. The latter bid is from the same contractor, Rod Marks Concrete, who corrected the northerly joint. The Board recommends accepting the lower bid.
- d. **Seal Coating Parking Lot:** Kelly indicated that this item will be placed on hold pending improvement in weather. But approval is requested in advance. **President Maki suggested waiting until drainage process is completed.**

Property Board is requesting Council approval on projects A, B, and C. David Saxby made a motion to approve, Peggy Moser seconded. Motion carried.

**Parking Lot Storm Drain:** APS Environmental was employed to clean the parking lot rain line between the parking lot and Tangerine Avenue, because the parking lot was flooded. The drain line functioned satisfactorily until the week of February 5<sup>th</sup>, when the parking lot flooded again. To resolve, series of actions occurred: a pump was used to re-clean the pipe and APS was employed to run a camera into the pipe. The camera could only reach 57' in the 10" pipe from the parking lot inlet grate, due to numerous roots. The drain line must be uncovered and the pipe replaced. One tree may be lost in order to accomplish the needed result.

APS services are estimated to cost between \$2,000.00 and \$3,000.00. Estimated cost to clear the drain line and replace the pipe and remove the tree is estimated at \$2,500.00 to \$6,000.00. A proposal to complete the work has been requested from APS Environmental. Nothing can happen until summer and things get dried out.

Property Assistant: The Property Board requests Council direction on the previously submitted Property Assistant proposal. Please provide feedback on the following two questions:

- a. Does the Council support the Property Assistant proposal?
- b. If supported, what is the feasible maximum monthly payment for a Property Assistant, i.e., what can St. Luke's afford?

**All Members Work Day:** Correction: Scheduled for April 8<sup>th</sup> (Not the 18<sup>th</sup>) and October 21<sup>st</sup>.

President Maki suggested a luncheon on this work day.

Holly offered to serve lunch to everyone who shows up to work, then finish up work projects.

Baby changing table: Need to be mounted. Kelly will follow-up with regard to getting this done.

**Worship & Music:** Written Report Submitted

Peggy reported for Worship & Music as follows:

Lent begins March 1<sup>st</sup>.

WELCA will be the first group to provide the soup, dessert, etc.

Pastor will order more Lenten coin folders.

Lenten devotions "Free Indeed" are available based on Luther's Small Catechism.

Attendance has been down and we asked Pastor to share names of members that we can call and/or send a "thinking of you" card to.

February is Black History month. This year, Pastor will recognize Fredrick Douglass, an African-American reformer, abolitionist, writer and statesman.

Brooke has found someone to refurbish the piano, removing the scratches.

Peggy has repaired the piano cover.

Triss needs assistance putting labels on music library files. Karen Linfor and Mary Harris offered to help. Discussed purchasing boxes to sort and store music books. Triss will get a count and pricing.

Karen reviewed the items on the Meyer Fund "wish list" based on the meeting she attended as representative of Worship & Music.

Ben discussed some Property Board concerns in overflow room and sanctuary flooring.

**Youth:** Written Report Submitted

New Board co-chairs, Samantha Basquez and Laura Tice reported that 3 members have been recruited. Isabella will help with the crab feed.

Next assignment: Re-do youth loft area and post rules for use.

Make a poster about yourself that will be posted around the loft area.

Minimum age should be 6<sup>th</sup> grade.

Pastor suggested contacting Jennifer Connell and asking her to assist with food, as she has done in the past.

Sign-up sheet for desserts for crab feed available in the Narthex.

**Education:** Written Report Submitted

Incoming Board Chairperson, Lauren Orcutt

Lauren stated that she is still working on getting members for this board.

She has reached out to the Sunday School teachers and youth interested in helping with Sunday School, and has put articles in the *News & Views* in an attempt to generate interest.

Unfortunately, due to illness, Debi Lentsch will not be able to teach on the 5<sup>th</sup> Sunday. Lauren has taken the lead in Debi's place.

Lauren has reached out to Amber Mansfield, Angie Martinez, and Morgan Furry to thank them for their interest and discuss ways they can participate.

Angie and Amber have already filled-in as last-minute substitutes several times, and this is greatly appreciated.

Summer Bible Study: Pastor Carl will begin planning the summer Bible study in March, with input and support from the Board of Education. The summer Bible study will probably be related to Martin Luther, in honor of the 500<sup>th</sup> anniversary of the Reformation this year.

Lauren discussed that the Board of Education has helped with Passover lessons/preparation in previous years. She stated that the Board may begin helping with that event again, but not this year.

Laura Tice volunteered to serve on Education Board.

**WELCA:** No Written Report Submitted

Holly reported for WELCA

General meeting held on February 11<sup>th</sup>.

There is a meeting on Sunday, 2/26 after worship service to discuss Winter Sanctuary.

Baby shower held on 2/19.



Upcoming service project: Gather items for Kiwanis Family House.  
Lamb dinner April 13<sup>th</sup>.  
Peggy noted that Amber and Angie attended WELCA. We hope they will  
come back often!

Meeting adjourned at 8:15pm with the Lord's Prayer.

Respectfully submitted,

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