

Minutes Approved

16 May 2023

Marlene Kiser

St. Luke's Council Meeting Minutes  
April 18, 2023

Meeting called to order at 6:10 pm by Council President, Chet Madison.

Opening Prayer: Pastor Brian Hiortdahl

Present: Pastor Brian Hiortdahl, Chet Madison, Clarence Korhonen, Jack Fenske, Peggy Moser, Punky Dias, Carole Vance, Faith Thomas, Linda Duffek, Cathy Davis, Karen Linfor (for Marlene Kiser). Absent: Paul Maki, Marlene Kiser, Shirley Prouty, Laura Tice, Kirsten Ireton

**Approval of March 21<sup>st</sup> Council Meeting Minutes:**

Motion to approve with no corrections made by Faith Thomas. Seconded by Linda Duffek. Motion passed unanimously. Chet pointed out that Marlene added an amendment to the January 17, 2023, Council Meeting Minutes regarding a Property Board Action Item: removal of the Italian Cypress that fell during the storm. This was declared an "emergency situation".

A note to the Property Board from Chet; all the light fixtures in the women's restroom except the light over the sink, need to be replaced with something other than pink.

**Board Reports:**

**Financial Report:** Jack Fenske provided the report in Paul Maki's absence:

March highpoints: Gas bill this month was \$830.00. No charge for water and storm drains charge in March, payment moved to April.

Per Kirsten, Pastor Hoppman did not accept a check for substituting during Pastor Brian's recent absence.

Income minus expenses for March, down approximately \$2,000. YTD up about \$2,900 to \$3,000.

**Treasurer's Report:** Chet asked for clarification on the Finance Board graphs.

The Finance Board has been developing graphs to provide the congregation a "picture" of St. Luke's financial situation. In the current *News & Views*, the Board posted a graph showing the YTD totals through February, for the Budget, Income, and Expenses. This graph also shows the portion of the Budget Income from Reserves and Fireworks (\$6,675), which must be reduced. A similar graph will be posted in the next *News & Views*.

**Financial Secretary's Report:**

Jack discussed the source of income with respect to contributions and noted that the mode of tithing has changed; some give monthly, others, quarterly, others weekly. YTD, we are \$1,800 over the adopted budget. He also stated that the number of contributors has increased anywhere from 50 to 55.

**Special Funds:** Regular transfers, \$2,000 from the Reserve/\$225 from Fireworks, cannot continue. In addition, the refrigerator went out, and was \$881.00 to repair. The repair funds came from the Property Board "Special Funds". Faith noted that even with repairs, the refrigerator is still not working right.

**Audits:** Connie audited the General funds, and Jack audited the Special funds accounts. The audits for 2022 have been completed.

**Soup Suppers:** In previous years, the money that was donated at the soup suppers, went to the individual boards who provided the soup. The WELCA soup supper funds went to WELCA. As donations became smaller, and became a record keeping nightmare, the total of soup supper funds in the amount of about \$400 was put into "Other Income", to avoid splitting out the funds into different groups.

Punky asked if this will affect what WELCA has received. The answer was no.

A motion was then made by Jack and seconded by Peggy to put the \$400 into Other Income. Motion carried.

**Property Board:**

Clarence noted that our members workday, April 1<sup>st</sup>, was very successful. He also pointed out that an abandoned car in the church parking lot was removed. Chairperson Clarence located a towing company who removed the car at a cost of \$150.00.

**Security Grant: Fencing**

A lengthy discussion ensued regarding the \$30,000.00 Security Grant from the California Office of Emergency Service (OES).

Clarence stated that the main issue keeping this grant from being finalized, is the name of our church. We call our church, "St. Luke's Lutheran Church of Sacramento, California" which is how it is recorded with the state. However, the ELCA has the name of our church as "St. Luke's American Lutheran Church". Clarence has been in contact with the ELCA to correct the name. Bob Behr has made several attempts to get this changed, and he has never received a response. The problem is with the OES, due to this inconsistency in one document, that we have not been able to get past at this time.

Clarence made a call to ELCA and spoke to an individual regarding this situation, and this person indicated that, yes, the website shows us as "St. Luke's Lutheran Church of Sacramento, Center Parkway". However, a document that was created in 1987 or 1988 (group ruling), establishes these names. We need a copy of that. The question then was, can't the ELCA issue a paper showing what we are called? We have not yet received this. Clarence indicated that we have tried a couple ways to get a reply via email, but no response. Call responses have returned back to our database, which indicates the wrong name.

We are now requesting that documentation, and once we have that, the intent is to get everything back to where it belongs and give us consistency. There is a deadline of 2025 to execute the grant. Clarence has asked our office Secretary, Alison, to send a note and try to get clarification.

It was suggested that Pastor Brian might know a way to help with this from his contacts in Chicago. He said he would reach out.

Chet suggested that a congregation meeting might be necessary to have a vote and see what we want to name ourselves. This might be a way to speed up the process, and probably easier than trying to have the State of California help us. However, it was decided to "wait and see". A two-week notice to the congregation for a meeting is required. A meeting on May 7<sup>th</sup> might be possible.

**Pastor's Report:**

Pastor stated that Performance Reviews are due in the Fall for all staff, including him. The Executive Committee is assisting with this. Jack stated there is a form for this in our files. Updating harassment training will be included, to catch up post-COVID. This is a state requirement.

Regarding the grant, Pastor recommends that we ask our local security guards/police, to do an audit of our facility security. Chet also pointed out that those patrolling our area are police and sheriff departments.

**Worship & Music:**

Peggy said per Shirley's report from Jack, the money received for the purchase of Easter lilies this year shows a difference of \$10.00 from last year.

**Community Concerns:**

Chet thanked Linda for her hard work. Linda stated that she is attempting to get rental funds from everyone who utilizes our facility. She indicated that the Sacramento Youth Band paid to use our facility for the first time in approximately 15 years. The Girl Scouts didn't want to pay rent, however, they finally agreed to \$40/month. They currently use the multi-purpose room. If they use Schultz Hall for larger meetings, they will be charged. NA/AA rent increased to \$100.00/month.

The Tabernacle of Prayer & Praise meets in the Multipurpose room on Sundays. This group is now giving us \$50, however, they plan to increase to \$100.00. Their plan is to grow, so they will eventually be looking for a larger space. The groups who use our facility need to be aware of our cost for electricity, air, heat, etc.

Pastor Brian suggested that we can increase rent, however we might also try a "special appeal" to our renters by saying anything extra they can pay, out of the goodness of their grateful hearts, helps. Cathy Davis is assisting Linda in this endeavor. Linda pointed out that the Visions group will be using the facility on 4/24 for their testing. She further stated that the small kitchen in the back will be used to store their computers and supplies.

Jack also thanked Linda for her help in this area and said that Linda is going to help with the Finance Board Policies & Procedures (P & P).

**Education:** No report – no summer plans.

**Youth:** We have no youth group. Chet state we need to concentrate on recruiting youth.

**Evangelism:** No formal meeting. Carole said this board provided assistance with soup suppers 3/1; 3/3: and 3/29/2023. They helped set up and clean up the hall for the soup suppers. They provided new member bags and welcome cards, coffee, and cookies after worship service. They also provided Greeters, further stating that more greeters are needed.

**WELCA:** Great meeting on 4-15. BUNCO is June 3, and tickets are available. Pasta dinner will be served.

**Action Items:**

The Finance Board is working to get all the Policies & Procedures (P&P's) put together.

P&P-2000-1 Special Funds – Approved

P&P-2000-4 Financial Secretary Records – Approved

P&P-2005-1 "Expenditures", has been increased from \$400 to \$1,000. Approved

P&P-2016-1 Fund Raiser Net Incomes, Allocations & Expenditures – Approved

A motion was made by Jack to accept these P&P reports, seconded by Peggy. Motion carried.

Chet also pointed out that the Executive Board has some P&P's that Jack and Peggy are working with Chet on.

**New Business:**

Pastor's Housing – Reallocation Compensation Package: Pastor Brian is requesting more housing compensation, \$64,800, less salary (remainder). This reallocation does not affect the bottom line. Ministers can claim up to 100% of compensation as housing allowance and can be done mid-year.

A motion was made by Clarence to reallocate effective May 1, 2023, as described, seconded by Punky. Motion carried. Kirsten will make the adjustment.

**Old Business:**

A reminder by Chet to get Council Reports in ASAP, and please, everyone checks your mailboxes each Sunday after church.

The meeting adjourned at 7:25PM with the Lord's Prayer.

Respectfully submitted,

/ss Karen A. Linfor

4/24/23 9:41 AM