



Approved  
Karen Linfor, Secretary

St. Luke's Council Meeting Minutes  
(Updated 8-31-2020)  
August 18, 2020 - ZOOM Meeting

Present: Carolyn Andrews, Pastor Carl Hoppman, Paul Maki, Bob Behr, Clarence Korhonen, Cathy Davis, Shirley Prouty, Karen Linfor

Absent: Laura Tice, Christina Hisamoto, Marlene Kiser, Samantha Basquez, Linda Duffek,  
There was no representative from Evangelism.

The August 18, 2020 ZOOM Council meeting was called to order by President Carolyn at 7:05pm.

Pastor Carl opened the meeting with prayer, remembering those who are ill or in need.

July 21, 2020 Zoom Council Meeting Minutes: Motion to approve the Minutes as written was made by Shirley, seconded by Clarence. Motion carried/approved.

Overview of finances:

Treasurer's Report: Nothing out of the ordinary, giving was up, offerings were good. Expenses were in line and we are \$4800 (income – expenses) to the good.

Special Funds: In line – very little activity. The Form 1000 to pay taxes from the Fireworks booth sales to the Franchise Tax Board is ready for Connie to make distribution.

Financial Secretary: In line

Pastor's Report: Activities are on-going, vacation Thursday, August 27 – Thursday, September 10. Pastor Zoesch will be available for the drive-through prayer Sundays, and the webcast services will continue to be prerecorded. Bible study classes on hold until Pastor is back from vacation.

Pastor noted that St. Luke's will again be a voting center starting at the end of October, for 11 days.

Property Board: No Council action required, but Jack Fenske did send some notes. Report is on file.

Task Force Recommendations: Shirley reported as follows:

Cleaning remains the most prevalent issue with regard to reopening the sanctuary for in-person worship. Shirley stated that Jack Fenske, met with a cleaning company (Vanguard), regarding the possibility of "fogging" to remove viruses and bacteria. The cost seems to be prohibitive, at \$500-\$600/month. Shirley also reported that the CDC has an extensive list of products that will kill viruses, including COVID 19, but the availability of these products is a concern. Michael

Duffek is working with Shirley to locate cleaning products and he will try to get more information on products that are safe for our pews, their availability and cost. Michael also strongly suggested we use the sound system of his youth band, to see if it will work for our music.

Paul asked about Good Shepherd Catholic Church, and Shirley stated that they are worshipping outside in the basketball court. They have social distancing chairs arranged by 2, 4, etc., family seating.

Ron & Pat Webb located 2 x 3 plastic Protective shields for the sound board operator at Staples. Clarence is working with Shirley regarding this item.

Pastor has reached out to the Bishop regarding the timing of re-opening, but has not received an answer or response as of this time. Nothing from the state or county.

Shirley also pointed out that it is recommended that congregants should come in one door, and leave the sanctuary from another door, row by row, going directly to their cars, not stopping to socialize. Shirley also stated that some members of the Soul Sisters group are making masks that can be worn, taken home, washed and reused. Disposable masks will also be available. Shirley will schedule another team meeting when appropriate.

#### SBA/PPP Loan

Bob reviewed the status of the SBA/PPP loan as follows:

No additional information. Apparently, the bank is going through its procedural steps regarding the SBA loan requirements. Bob will keep Council informed. He indicated that the bank can take up to 30 days to review the loan request. President Carolyn and the Council thanked Bob for his work on the PPP loan project, keeping up with all the requirements and documentation.

CR/P&P: Status of replacing Continuing Resolutions with Policies and Procedures. All reformatted documents have been distributed to the Boards or Committees who have oversight on each CR/P&P. President Carolyn requested boards and committees review and finalize the documents as P&P's by October 1 such that they are ready upon congregation approval of the revised constitution/bylaws later this year. Community Concerns is reviewing and will meet the deadline. Paul indicated that the Finance Board may meet on Tuesday, August 25 to review. The Executive Committee also has a few P&P's to review before the October 1 deadline.

#### Around the Room

Council: Board Chairpersons: Our Roster needs to be updated. If you are not planning to continue serving on Council, please notify President Carolyn, and if you know of someone who might be willing to fill your vacancy, please let her know.

Cathy Davis stated that the Community Concerns *God's Work, Our Hands* team is planning to assemble sandwiches on Sunday, September 12, and package those along with socks and distribute to the homeless in the neighborhood on September 13th.

There being no further business to discuss, the meeting was adjourned with prayer at 7:45pm.

Respectfully submitted,  
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Council Secretary 2020

Approved  
Karen Linfor, Secretary