

Council Meeting Minutes

August 16, 2022

Approved Minutes

September 20, 2022

Marlene Kiser

Meeting Called to Order at 7:00PM by Carolyn Andrews

Opening Prayer was provided by Shirley Prouty.

Present: Carolyn Andrews; Kirsten Ireton; Marlene Kiser; Shirley Prouty; Carole Vance; Paul Maki; Cathy Davis; Linda Duffek; Laura Tice and Clarence Korhonen

Absent: Christina Hisamoto

Approval of Council Meeting Minutes:

The July 19, 2022, Council Meeting Minutes were accepted with no corrections needed. A motion to accept the minutes as presented was made by Kirsten Ireton; seconded by Carole Vance. Motion passed unanimously.

Board Reports:

Finance - Treasurer's/Special Funds/Financial Secretary – July Reports to Council.

- Treasurer report provided by Kirsten Ireton.
- Expenses were down – no permanent pastor wages or benefits.
- Income Year to Date (without reserve) was -\$384.79 off from Budget vs Actual.
- Reserve continues to be used to assist with the budget.
- Facility Usage showed small improvement which helped with overall numbers.
- Expenses for storm drainage and trash continue to be a challenge but is being worked on by the Property Board.
- No further questions were asked.

Property – August Report emailed to Council.

- Clarence Korhonen reported to council.
- Update on the New Storm Drainage - See report under Old Business: Storm Drainage Fees.
- Refuse Service - Update on contract with Republic Services.
 - a. Organic Waiver – On July 18, a 20-gallon/week waiver was obtained from the City for organic recycling. Thus, St. Luke's does not have to separate organic waste and maintain a bin for organic waste. The same also applies for dry recycling (paper, cardboard, etc.) because the total waste generated is less than two cubic yards/week.
 - b. Recent Refuse Services Fees – In July and August, Republic charged fees for the new recycling requirements. All of these fees have been removed but some credits will not be received until the next billings.
 - c. Expected Refuse Services Expense – It is estimated that the new charges for Refuse Services with Republic will be roughly \$525/month, which is costly. At the beginning of the year, these expenses were about \$400/month.

- d. Actions Under Consideration – When the billings from Republic are finalized, the PB will pursue the following:
- i. Obtain two quotes: one for two, 94-gallon bins once a week and another for one, two-cubic yard bin every other week. *St. Luke's currently has one three-cubic yard bin every other week.*
 - ii. Obtain quotes from other refuse haulers. *Note: The current contract with Republic expires on 4/24/2023. It is difficult to cancel a contract with Republic except on the contract anniversary date and correct procedures are followed.*
 - iii. Possibly, relocate the refuse bins for easier access for the refuse service vendor.
- Homeless Issue update: It was reported that there are still issues with the homeless and the Property Board feels that the ultimate solution is to construct an iron fence with an automatic gate across the south end of the Parking Lot. The estimated cost is \$20,000 to \$25,000. Funds currently are not adequate to support this cost so they are looking for someone who may be interested helping to pursue a grant for this project.
 - Parking Lot restriping – Property Board is getting a quote to have this done to the front parking lot area.
 - No further questions were asked.

Worship & Music – August Report emailed to Council

- Worship & Music Board met August 13th, 2022.
- Shirley Prouty provided an overview of the meeting.
- Reported how nice it was to have a Baptism in the church after 2 years.
- Questioned asked about pulpit supply for non-ordained pastors? Answer: This is a voluntary function for those helping in this capacity.

Community Concerns – No Meeting / Report was sent of Year to date (January to August) to Council.

- Linda Duffek reported: 130 backpacks were completed and delivered to Charles Mack Elementary School and Parkway Elementary School.
- Linda notified the Council that she will be on vacation August 20 thru September 11, 2022.
- No further questions were asked.

Education – No Meeting / Verbal Report at Council Meeting

- Laura Tice reported that she had talked to Peggy Moser and that Peggy would be starting back up with Sunday School for the young people on Sunday, September 25, 2022.

Youth – Currently no Board, No Report.

Evangelism – August Report emailed to Council

- Carole Vance provided an overview of the report.
- Sunday, August 28 after service Evangelism will be serving Root Beer/Orange Floats.
- 2nd Sunday of every month plans are to serve refreshments after the service.
- Thanks, provided to Dorothy Haney for providing to the Evangelism Board those who have not been attending service and/or are sick so notes and get-well cards can be sent to members.
- No further questions were asked.

WELCA – No W-ELCA Meeting Held in August

Presentation of Board Action Items for discussion/council approval:

Finance Board: Facility Usage Policy & Procedures w/Attachments.

- Paul Maki presented three forms: Facility Use (P&P-2022-1) for approval along with the Attachment 1 – Terms for the Facility Use Agreement, and Attachment 2 - Facility Use Application and Agreement*. * "The Facility User Application and Agreement" will be made into a .pdf file that can be completed electronically and submitted for usage for the facility.
- A short discussion of the form was led by Paul Maki, Linda Duffek and Kirsten Ireton.
- The motion to approve the Facility User (P&P-2022-1) file and its Attachments was made by Kirsten Ireton, and 2nd by Linda Duffek. Motion passed unanimously.

New Business:

Finance Board: 2023 Budget

- Budget to be completed by November 2022 for 2023.
- Requesting all boards to submit their Budget Reports for 2023 to the Finance Board. Budget Reports should include both what was used in 2022 and needs for 2023.
- Send completed report to both Paul Maki (Pmaki912@gmail.com) and Kirsten Ireton (kireton@surewest.net) by September 2022.
- Kirsten will be printing out for all board leaders their reports on what they have spent and was budgeted for 2022 to use in the preparations for their 2023 budget request.

Old Business

Call Process:

- Chet Madison reported on Sunday, August 13, 2022, at the church service that the Call Committee have been provided the name of a candidate by Pastor Manda from the Synod.
- The Committee will be starting the interview process.

Storm drainage fees:

- Clarence Korhonen reported on the update for the Storm drainage fees.
- A response was received from the City, dated August 10, stating that (1) the billing procedures and drainage factors are correct, (2) the areas of the parcels were **incorrect**, (3) the City will adjust the monthly billings and provide credit for three years, which is the maximum permitted and St. Luke's may appeal the reassessment findings within 15 days.
- The Property Board intends to appeal the reassessment as the assessment does not consider that a significant percentage of St. Luke's parcel is vacant, previous land, and a lesser drainage factor should be used for that portion. This was the original request that St. Luke's was requesting which was not addressed by the City.
- Clarence Korhonen is still working with a City representative on this concern since the new ruling was suppose to be able to handle the undeveloped land.
- A motion was made by Marlene Kiser to move forward with sending the appeal letter and was 2nd by Kirsten Ireton. Motion passed unanimously.

Meeting closed at 7:57PM with the Lord's Prayer

Respectfully Submitted,
Marlene Kiser
Council Secretary
marlenek@att.net