

Council Meeting Minutes
July 18, 2023

Minutes Approved

15 August 2023

Marlene Kiser

Meeting Called to Order at 6:06 PM by Chet Madison

Opening Prayer was provided by Pastor Carl Hoppman.

Present: Chet Madison; Peggy Moser; Kirsten Ireton; Term Pastor Carl Hoppman; Marlene Kiser; Cathy Davis; Laura Tice (Zoom); Clarence Korhonen; Faith Thomas; Paul Maki; Shirley Prouty; Carol Vance

Absent: Linda Duffek; Punky Dias.

Guest: Jack Fenske

Approval of Council Meeting Minutes:

A motion was made by Peggy Moser to accept the June 20th, 2023, Council Meeting Minutes, and seconded by Shirley Prouty. Motion passed unanimously.

Board Reports

Treasurer Report:

- Chet Madison, Council President, requested that Kirsten Ireton provide a overview report.
- Kirsten Ireton reported – see notes sent to all council members with Treasurer Report on July 10, 2023.
 - 1.) Income was down for June of \$443.75.
 - 2.) Worship Supplies & Flower Expenses higher than budgeted as receipts from January – June was submitted. Worship supplies are within the \$1500.00 allocation for the year.
 - 3.) The annual flower allocation is \$500. Flower income should normally meet or exceed the expenses. The current income is \$355.00 Worship & Music should consider this when budgeting for next year’s funding needs.
 - 4.) Electricity & Natural Gas continue to be over budget.
 - 5.) Janitorial Supplies are over budget for the month but within the \$800 allocation for the year.
 - 6.) Facility Maintenance is over budget for the month but within the \$2100 allocation for the year.
 - 7.) The Computer/Software Support invoice came earlier than expected in the year but is within the overall annual budget of \$600.
- No further questions were asked of Kirsten Ireton on the Treasurer’s Reported.

Action Items:

1. Executive Committee P&P-2005-2 & P&P-2005-3:

- Peggy Moser reported both Policy & Procedures were reviewed with no changes needed.
- A motion was made to approve the changes made for P&P-2005-2 "Personnel Policies Procedures & Guidelines", and P&P-2005-3 "Prevention of Sexual Harassment" by Peggy Moser and seconded by Kirsten Ireton. Motion passed unanimously.

2. Property Board – Safety/Security Fence Approval Request:

- Clarence Korhonen restated the history of the request for the OES (California Office of Emergency Service) Grant as reported on the July 2023 Property Board Report:
 - a. On October 18, 2022, the Council approved a motion to request from OES for a \$26,000 grant to install security fencing along the south end of the Parking lot. Approval of the meeting was given by the council to proceed with the project request.
- Faith Thomas raised a question on the purposed gate opening times?
 - a. Discussion occurred around the safety & security for members/visitors at the facility.
 - b. Chet Madison expounded on the fact that the gate opening times and closure time will be determined from a safety & security point of view whatever is best for the church.
 - c. Term Pastor Carl Hoppman relayed to all that he has visited many congregations now as a Synod Pulpit Supply pastor and many churches now have move forward with developing some type of safety & security hardening for their facilities.
 - d. Jack Fenske also brought forward that the OES grant St. Luke attained is for what is called "hardening" for the facility. The money is to be used to build some type of fencing providing safety & security for members & visitors to our facilities.
 - e. Jack Fenske to provide a diagram on the purposed fencing & gate location in the August News & Views for all congregational members to review.
 - f. Clarence Korhonen & Jack Fenske indicated that they will be getting 3 different bids for the needed fencing/gating. OES has indicated that the lowest bid does not have to be taken which will allow St. Luke's to accept the best choice for us.
 - g. It was explained that the church will have to use their own funds originally to do the hardening being requested from the grant, followed by OES paying back the church when the bills are submitted for the work done. It was discussed that the money will come out of Property Boards Special Funds and if necessary other Special Funds.
- A motion was made by Carence Korhonen of the Property Board to proceed with the project and expend the \$30,000.00 in grant money with the understanding that there will be needed internal funding coming from Property Board Special Funds and if necessary other Special Funds until the OES grant money reimburses the completed work. Motion was 2nd by Kirsten Ireton. Motion passed unanimously.

3. St. Luke's Representatives to attend Synod/New Bishop Nominations

- Laura & Justin Tice to represent St. Luke's as Laypersons at the Synod Assembly.
- Term Pastor Carl Hoppman as Ministry for St. Luke's.

New Business

Call Committee:

- Chet Madison indicated and discussed that the Call Committee would be reactivated.
- Chet had talked to all but one individual, all members so far have agreed to participate as the Call Committee again.
- It was conveyed that the Call process will not be as intense as the first time, work previously done (questions for interviews previous used) can be used again.
- Chet Madison has been in contact with Pastor Manda Truchinski on next steps and did convey to her that the church does not want to be rushed in the Call process but are willing to work on all options available to them (TEEM – Theological Education for Emerging Ministries).
- Motion to reactivate Call Committee with previous participants-if they want to participate was made by Marlene Kiser, and 2nd by Kirsten Ireton. Motion passed unanimously.
- Term Pastor Carl Hoppman addressed his current project for St. Luke's before he leaves:
 - a. Putting the Lutheran Worship Service back in use. Started back with the service on July 16th using from the Evangelical Lutheran Worship Book – Holy Communion Setting 10.
 - b. Confirmation classes for Andy Weber & Jacob Kiser. Classes currently being given on Wednesday evenings (Potluck/Bible Class) July 19, 2023, thru August 30, 2023, for all interested in learning more about exploring who we are as Lutheran Christians. Confirmation to occur in September.
 - c. Update & complete Members Roster. Roster update already in process. Draft to be available July 30, 2023, to be placed in church narthex so members can review for 3 weeks. Last Sunday of August Updated Roaster to be available.

Old Business

1. St. Luke 100th Anniversary Committee

- Suggested that a signup sheet be placed in church narthex for those who would be interested in heading/being on committees for the Anniversary Celebration.

Church Overflow Door:

- Shirley Prouty requested that the church overflow door be locked before church starts.
- Shirley Prouty when at church will be sure door is locked at 10:15am.

Closing Prayer by: Term Pastor Carl Hoppman

Meeting adjourned at: 7:15PM

Respectfully Submitted,
Marlene Kiser
Council Secretary
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