

St. Luke Lutheran Church of Sacramento, CA
Council Meeting Minutes

March 18, 2025

Approved Minutes

15 April 2025

Marlene Kiser

Meeting Called to Order at 6:05 PM by Chet Madison

Present: Chet Madison; Peggy Moser; Pastor Rob Williamson; Marlene Kiser; Cathy Davis; Carolyn Andrews; Laura Tice; Kelly Boyer and Bob Behr

Absent: Kirsten Ireton; Punky Dias; Faith Thomas; and Kathleen Arndt

Opening Prayer was provided by Pastor Rob Williamson.

Monthly Lecto Divina Process: Led by Pastor Rob Williams.

- Luke 10:1-12 (Jesus Sends the Seventy – from the Living Word of God translation) was read.
- Council members reflected on the passage.
- Each member shared their observations and questions about the passage.

Approval of Council Meeting Minutes:

Peggy Moser moved to accept February 18th, 2025, Council Meeting Minutes, seconded by Laura Tice. The motion passed unanimously.

Board Reports

Treasurer Report:

- Chet Madison invited questions on the February 2025 Treasurer's Report in Kirsten Ireton's absence; none were asked.

Audit of the 2024 Special Funds Account:

- Bob Behr provided the council with a report on the outcome of the 2024 Special Fund Audit. There were minor discussions with the finance board; however, no further actions are needed at this time.

Clarification on Board Reports/non submission:

- The documentation of the submission of board meeting minutes within the Council Meeting Minutes was discussed.
- There was also consideration regarding the placement of all monthly submitted board meeting minutes in a central, accessible location. One proposal suggested storing the board meeting minutes on the church's office computer. Further discussions are scheduled to continue.

Board Minutes Received & Send (Minutes) / Meeting took place (Meeting):

- Finance Board: Minutes/Meeting
 - Treasurer Report – Sent to Council Members
 - Finance Secretary – Sent to Council Members
 - Special Funds Report – Sent to Council Members
- Community Concern: Minutes/Meeting
- Evangelism: Minutes/Meeting
- Worship & Music: Minutes/Meeting
- Property Board: Minutes/No Meeting
- Youth: No Minutes/ No Meeting
- Education: No Minutes/ No Meeting

Action Items:**Approve P&P-2025-2, Property Board Responsibilities & Duties:**

- Peggy Moser made the motion to approve the new P&P-2025-2, Property Board Responsibilities & Duties as written, seconded by Carolyn Andrews. The motion passed unanimously.

Damaged Decorative Concrete Wall:

- The Property Board has reviewed two proposals for replacing the wall with iron fencing. The quotes received are as follows:
 - Linmoore Fencing: \$2,950.00
 - Controlled Access (Ornamental Iron Outlet): \$4,787.00
- The Property Board recommends contracting Linmoore Fencing, utilizing funds from the insurance settlement.
- Peggy Moser motioned to approve the contract award to Linmoore Fencing, using the insurance settlement funds, and Cathy Davis seconded the motion. The motion was passed unanimously.

Church HR Network (HR360) – Human Resources Support Monthly fee \$75.00 and handbook \$1500.00:

- The council discussed hiring an HR company to assist in managing St. Luke employees. They also considered how the current church budget could support hiring this new HR company. Bob Behr explained to the council how this could be managed.
- As part of the discussion on the handbook, it was mentioned that Church HR Network would work with St. Luke to determine the needs for the handbook. Pastor Rob Williamson indicated he would contact a few churches he has interacted with that have handbooks and see if we could obtain copies of what they are using.
- The Church HR Network proposal letter dated March 12, 2025, estimated the cost at \$1500.00, valid for 30 days. It was decided that on Sunday, April 6th, 2025, a special Council Meeting would be held to address moving forward with using the assistance of Church HR Network in managing St. Luke employees.
- No action taken during the March 18th, 2025, Council Meeting.

Struggles with the budget:

- Bob Behr and Chet Madison held a discussion about budget issues that have been observed over the past two months, focusing on the decline in member contributions. Bob Behr presented a report providing details on the number of contributors and the amount of contributions through the month of February over the past five years. The statistics were as follows:
- Contributors:
 - 2020: 73 (pre-pandemic)
 - 2021: 49
 - 2022: 50
 - 2023: 55
 - 2024: 58
 - 2025: 58
- Contributions:
 - 2020: \$32,103
 - 2021: \$25,577
 - 2022: \$26,196
 - 2023: \$29,301
 - 2024: \$27,818
 - 2025: \$25,313
- The data shows a general decrease in contributions starting in 2023.
- Chet Madison urged Council Members to consider strategies for improving these figures within the church.
- Council Members discussed why donations may be lower, suggesting concerns about the economy, higher living costs, and recent church events affecting contributions.

New Business:

Other Provisions to Call:

- Chet Madison stated that the Executive Board had discussed the importance of not losing sight of the "Other Provisions to Call" included in the Call documents. The Executive Board resolved to direct more focus on this matter following the Church's 100th Anniversary Celebration in June.
- Pastor Rob Williamson proposed the idea of organizing a Council Retreat to address the "Other Provisions," which include special emphases by the pastor and special encouragement by the congregation. The retreat was suggested to occur after the Anniversary Celebration.
- Step 2 of the "Other Provisions," Item (f): Establish a Mutual Ministry Committee, in accordance with the church's constitution and bylaws, to foster and facilitate communication and cooperation, was discussed as needing attention. Bob Behr noted that the Constitution and Bylaws permit the Executive Committee to act in this capacity until such a committee is formally established.

P&P review for year 2025:

- Boards are reminded to review their Policies and Procedures (P&P) for necessary updates. Once all P&Ps have been reviewed or updated, the completion of this documentation will be recorded in that month's Council Meeting Minutes.

Lenten Soup Supper Donations – Executive Board Recommendations:

- Chet Madison stated that the freewill collection from the Soup Supper for the boards will be deposited in the church's General Fund.

Community Synod Event – March 23, 2025:

- The Community Synod Event will take place at St. Luke's in Education Room 5 on Sunday, March 23, 2025, from 2:00 PM to 4:00 PM. Seating for approximately 25 attendees has been arranged by Peggy Moser. Pastor Amy Kinsley will facilitate the event.

Old Business**100th Anniversary Update:**

- The General 100th Anniversary Meeting took place on Sunday, March 16, 2025, following the church service. All committees were present to report on their current status.
- Cathy Davis announced that there will be a make-up day for Pictorial Directory pictures on Sunday, March 23, 2025, after the church service.
- The Community BBQ is scheduled for Saturday, May 31, 2025, from 11:00 AM to 2:00 PM. Organizations that receive benevolence from the church will be invited to attend or provide informational leaflets.

Additional Information:

Pastor Rob Williamson:

- Pastor Rob Williamson provided an update on the incident that took place on the church campus on Friday, March 14, 2025. Due to the nature of the incident involving members of the NA (Narcotics Anonymous) Group that holds meetings on the church campus, NA will not be using the campus for their meetings for a month.
- Pastor Rob Williamson stated that on Tuesday, March 25, and Tuesday, April 1, he would be available to offer counseling sessions at the church for NA members who request them.
- Chet Madison mentioned that he met with Mike Duffek and parents from the Sacramento Youth Band on Sunday evening, March 16, 2025, to discuss their concerns related to the incident.

Closing Prayer by: Pastor Rob Williamson

Meeting adjourned at: 7:35 PM

Respectfully Submitted,
Marlene Kiser
Council Secretary
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