



Approved
Karen Linfor, Secretary

St. Luke's Council Meeting Minutes
November 11, 2020
ZOOM Meeting

Present: Carolyn Andrews, Pastor Carl Hoppman, Paul Maki, Bob Behr, Jack Fenske for Clarence Korhonen, Cathy Davis, Shirley Prouty, Marlene Kiser, Christina Hisamoto, Linda Duffek, Karen Linfor, Laura Tice

Absent: Samantha Basquez

The November 11, 2020 ZOOM Council meeting was called to order by President Carolyn at 7:02pm.

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

October 20, 2020 Zoom Council Meeting Minutes: Motion to approve the Minutes as written was made by Shirley Prouty, seconded by Laura Tice. Motion carried/approved.

Overview of finances:

Treasurer's Report:

Bob Behr: Offerings down for the month of October from what we had originally projected, ~\$6,000. Expenses in line. Item 11 under Finance Board, \$500.00 Shepherd's Staff computer program, annual budgeted expense. Comparing income to expenses for the month, ~\$1,600 below for the year so far, \$2,000 for the month. Deducting the PPP loan, ~\$11,900 deficit between expenses and income.

Special Funds Report:

Financial Secretary: Giving is still a struggle, contributors for the year averaged 61 this year, compared to 75 last year. Very little activity; there was one check written to the gentleman who participated in a recent worship service webcast. Check is still outstanding as of the end of the month, however, check has cleared as of this meeting date. Key Club checks are still outstanding.

Property Board: Report on file. Jack reported that there are no action items.

Community Concerns: Action Requested:

Linda Duffek, chairperson, reported that Community Concerns would like to donate \$500 out of their Special Funds budget, to the Sierra Pacific Synod Lutheran Disaster Response team for those in Napa, CA who lost their business due to the recent fires. Motion by Laura Tice, seconded by Karen Linfor. Motion carried.

Worship & Music Board:

Shirley Prouty reported that the consensus of the Board is not to reopen St. Luke's Lutheran Church for in-person sanctuary worship, due to the ever-changing status associated with COVID-19. Marlene Kiser indicated that 50% of the responses to Pastor's survey indicated that they do not want to return to in-person worship under the circumstances. Indications are that members like the drive-through service, and Pastor's weekly webcasts.

Thank Offering: Shirley Prouty indicated that a mailing is scheduled to go out with return envelopes.

Christmas: Peggy Moser said that there are artificial trees available for the sanctuary that can be decorated; the manger scene and the Advent candles can be set-up, and interested families will be called on to participate in weekly lighting of the candles.

Pastor expressed his concern that going forward, video services are going to be very important. If someone doesn't volunteer, an option, although challenging, given our budget shortfall, would be to ask Rochelle Jaeger if she might be interested. It is his feeling that she would be happy to do so. Obviously, she would need to be paid. A firm commitment is required. Pastor is not making any recommendation, just indicating what he feels is an option, as time is of the essence. Rochelle is a great teacher, as well as a quick learner.

Jack Fenske posed the question regarding no in-person services until at least the first of the year; Pastor's answer was "correct," with Sacramento County reverting back to the purple tier, it would be extremely difficult to organize, with the potential amount of time we have, ~3 weeks.

WELCA: Nothing to report at this time.

Education and Youth: No report

Pastor's Report: Confirmation of Victor Basquez, Jr. upcoming. Our only indoor activity is a funeral scheduled for Thursday, 11/12/2020, for a small group. COVID -19 requirements will be adhered to during the service, which had been set-up before the restrictions took place. Back to more strict restrictions (purple category), so looking for worship ideas, i.e., Christmas carol singing outside, Advent candle lighting, etc.

2021 Budget:

Bob Behr: Reviewed two budget options; full time pastor and three-quarter time pastor. Full time reflects having an interim pastor for six months, and a new pastor full time for the last six months.

Projections: Income on the low side, Visions or the voting center, for Facility Usage. Envelope and loose cash offerings are down. In order to go forward with either of these budgets, we need a supplement coming from the Reserve Fund, or assistance from Special Funds. Expectation is a decrease in the budget for what we projected last year.

Expenses: Change in benevolence is that we've always taken 10% of our income (envelope and loose cash and VANCO giving) to Synod and ELCA for benevolence. A proposal was made to drop to 5%.

Executive Committee: Covers the salary for the Pastor, the interim and the new pastor, and associated benefits. Benefits were based on age, year, family makeup. Placeholders for the budget with the idea that to make this budget full time, Special Funds from each Board would be required to supplement what they have budgeted. Three-quarter time, the budget requested is reflected.

For the Office Secretary and Organist/Choir Director, proposed a 1-1/2% salary increase.

The Finance Board is waiting for information from Guide One, our insurance company. Bob said he received an invoice this past Saturday, with a large increase, ~\$1500. Bob contacted the insurance company and is waiting for a resolution.

Telephone and Internet: The office has two phone lines, one is for a fax machine. The fax line was dropped. Bob stated that the church has been able to take advantage of a promotion that lowered telephone and internet expenses compared to 2020 by ~\$1,000. The computer support service increased due to the addition scheduled next year (May) to renew website domain, etc.

Property Board submitted a budget with cuts to be more efficient moving forward.

Full-time budget: \$225,000, which is less than what we had budgeted for this year, but income is down more than that with the deficit, and some funds were taken from the Reserve (~60%), as well as the Fireworks Booth fund, used to balance the budget for the full-time pastor.

Three-Quarter time: The budget isn't as much, (approximately \$206,000), cutting back on the salaries, able to reduce the amount needed from the Reserve Fund, plus a portion of the Fireworks Booth money that went to the Property Board.

Bob indicated that the feeling of the Finance Board, is that the full-time budget is not "good, "due to so much of the Reserve being used for 2021 and not being able to sustain the supplement alternative. Things we have counted on, i.e., the Fireworks Booth money that went into Special Funds. The three-quarter budget appears to be more doable, with less supplemented with reserves. A full-time interim pastor may not be necessary, and hopefully, when we talk with the Bishop on the 17th of November, we can get some clarification for the interim pastor. The need is to be proactive, going into, and following 2021. Bob feels the notes are self-explanatory, but welcomes any emails or calls to assist in understanding both budget formats.

Pastor Carl commented that he agrees on the idea that having a three-quarter time interim pastor is a good one if the Bishop approves, and it's "workable", however, he feels it may be a deterrent to try to call a pastor three-quarter time because there's going to be a lot of work to do. Bob pointed out that there's a document on the Synod website with information on part-time ministry that can be downloaded, or Bob will send a copy to anyone who wants one. There are different models for how to proceed with these issues, meeting the demands of the congregation, etc. Pastor stressed the fact that the congregation should be advised as to what the Council is considering, with regard to a three-quarter time interim/or full-time pastor. He pointed out one of the main challenges is with regard to whether or not the pastor (either full or ¾ time) has another job.

Paul Maki pointed out that the Finance Board has looked in-depth as to what it will take to have a balanced budget. He has looked at possibilities to supplement our income, areas that we could rent or lease. In the hope that a COVID-19 vaccine becomes available and we are able to turn the curve, we do have other outlets to look at to support our church, but a proposed budget needed to be presented to Council tonight on where we stand.

Jack Fenske stated that there are other expenses that are not reflected in the budget, i.e., pastoral moving expenses, travel expenses. The proposed pastor, whether full or three-quarter time, will certainly want to look at the budget, which may be a deterrent, as well as not being able to balance the budget without using up to ~60% of the Reserve.

Annual Congregational Meeting: Regarding the difficulty of having an in-person congregational meeting for ratification of our Constitution and Bylaws, approving the 2021 budget and electing new council members, (Council Secretary, hopefully an Evangelism Board Chairperson, Youth Board Chairperson), President Carolyn stated that we need to come up with an acceptable solution.

Christina Hisamoto stated that Zoom has a conference call line that we might be able to use for this purpose. It was suggested that a copy of the proposed Budget be sent out to voting members, along with a Ballot and whatever else is needed, and to set-up several conference call possibilities at different times to provide any discussion and answer questions from the congregation.

The possibility of a budget that is "subject to revision" for this meeting was discussed as a caveat. Marlene Kiser suggested that budget and voting information be given to those who use the drive-through church each week in advance of the deadline for voting.

Stewardship: Christina Hisamoto stated that pledge cards/envelopes have gone out to members for 2021 budget planning. Kudos to Rochelle Jaeger, who had everything ready for the cards and envelopes to be sent out.

Council Positions to Fill for 2021: Secretary (Faith Harper has consented to accept this position if voted in at the Congregational meeting), Amber Mansfield has consented to Chair SLY (St. Luke's Youth). A candidate for an Evangelism board chairperson has not been identified.

Reminder: Meeting with the Bishop is Tuesday, November 17th, at 7:00pm via Zoom. Please be on time.

There being no further business to discuss, the meeting was adjourned with prayer at 8:10pm.

Respectfully submitted,
karenalinfo@gmail.com
Council Secretary 2020

Approved
Karen Linfor, Secretary