

St. Luke Lutheran Church of Sacramento, CA
Council Meeting Minutes
November 21, 2023

Approved Minutes
16 January 2024
Marlene Kiser

Meeting Called to Order at 6:03 PM by Chet Madison

Opening Prayer was provided by Term Pastor Carl Hoppman.

Present: Chet Madison; Kirsten Ireton; Term Pastor Carl Hoppman; Marlene Kiser; Cathy Davis; Laura Tice; Clarence Korhonen; Shirley Prouty; Carol Vance; Punky Dias; Paul Maki;

Absent: Faith Thomas; Peggy Moser; and Linda Duffek

Approval of Council Meeting Minutes:

A motion was made by Shirley Prouty to accept the October 17, 2023, Council Meeting Minutes without any needed corrections, and was seconded by Punky Dias. The motion passed unanimously by present council members.

Board Reports

Treasurer Report:

- Treasure Report with attached notes were greatly appreciated again by full Council Member.
- No further questions were asked of Kirsten Ireton.

Budget 2024 Recap – Prepared by the Finance Committee

- Chet Madison had requested an update to Bob Behr to account for a COLA of 3.2% to be added to the Term Pastor Salary for 2024. Copies of the updated Budget 2024 had been made by Kirsten Ireton and handed out to all attending Council Members.
- Thank you was given by Chet Madison and all Council Members for the hard work the Finance Committee (Bob Behr, Kirsten Ireton, Jack Fenske, Connie Reule, Carolyn Andrews and Paul Maki) had done the last 3 months in getting the 2024 Budget ready.
Questions:
 - Where in the Worship & Music Expenses was the cost of the yearly cost of "Sundays & Seasons" used by the office and pastor? Kirsten Ireton and Shirley Prouty indicated it is under 56-10-04 W&M Other Expenses.
 - Property Board: The request for the Handyman was not present in the budget. It was indicated that Jack Fenske had agreed to defer this position for now.
 - It is noted that an announcement of a Congregational Meeting needs to occur 2 consecutive Sunday before the Congregation Meeting on Sunday December 10, 2023, according to the St. Luke Lutheran Church of Sacramento, CA, Constitution.

- Motion to accept the Draft of the St. Luke Budget – 2024 for St. Luke Lutheran Church of Sacramento, CA, by the Church Council as presented was made by Marlene Kiser and seconded by Laura Tice. The motion passed unanimously by present council members.
- Next step is for the St. Luke Budget- 2024 to be presented to the congregation for approval at the Congregation Meeting on December 10, 2023.

Action Item:

Finance Board – P&P-2003-3: Counting & Depositing Money

- Kirsten Ireton reported that Jack Fenske had reviewed the P&P and updated it to be consistent with the other Finance Board policies and procedures.
- No questions were asked about the revisions.
- Motion made by Kirsten Ireton to approve the updated P&P-2003-03. The motion was seconded by Paul Maki. The motion passed unanimously by present council members.

Property Board:

Council Action Requested approval for \$6,000 needed for Building Permit needed for Parking Lot Fence.

- Clarence Korhonen reported on an update needed for the Parking Lot Fence. It was explained that Sacramento City now requires that the plans for the fence need to meet certain specific criteria and that they have to be submitted to them electronically. In addition, commercial properties, for which St. Luke is designated, increase the requirements. The Property Board does not have the personnel or equipment to prepare the required plans. However, Controlled Access (the selected contractor) will prepare the plans and acquire the permit, including related fees (the majority expense, for \$6,000).
- The Council Action Requested was:
 - (A) Approve the expenditure of \$6,000 to acquire the Building Permit for the fence and gates, as discussed above, and proceed with the installation of the fence that is funded by the Grant. The \$6,000 would be from the Property Board Special Fund. OR
 - (B) Do not approve the expenditure of \$6,000 as described, and do not proceed with the installation of the fence that is funded by the Grant.
- A discussion on the two actions occurred and a motion was made by Kirsten Ireton to go forward with (A) Approve the expenditure of \$6,000 to acquire the Building Permit for the fence and gates and proceed with the installation of the fence that is funded by the Grant. The \$6,000 would be from the Property Board Special Fund. The motion as seconded by Shirley Prouty. The motion passed with 10 approving the motions and 1 opposed with 11 voting council members present at the Council Meeting.

New Business:

Congregation Meeting – Sunday 10, 2023

- Carol Vance reported that the Evangelism Board is responsible for organizing the Potluck after church that Sunday.
 - W-ELCA will be decorating the tables.
 - Help is needed by all with clean-up after the event.
 - The Congregational Meeting will need slate of chairperson for those boards with Chairs terming out.
 - Board Chairperson's effected:
 1. Worship & Music: Carolyn Andrews has agreed to be the new Chairperson.
 2. Community Concern: Kathleen Arndt has agreed to the new Chairperson
 3. Evangelism: at this moment no one*
 4. Education: A discussion occurred about inactivity of the board during Covid-19 for the two years, therefore it was agreed by all council members that Laura Tice could continue as Chairperson for the next two years.
 5. Property Board: Kelly Boyer has agreed to be the new Chairperson.
 - Finance Board: at this moment no one*
- * Chat to reach out to a couple people to see if they would be willing to help.

Serving dinner to the unhoused – Cathy Davis & Linda Duffek

- Community Concerns signed up to serve dinner to the residents of the Elk Grove Winter Sanctuary sponsored by the Gathering Inn the 2nd Sunday of each month thru March 2024.
- Community Concerns is asking to see if other boards would like to help in this service project.
- Currently the facility houses 21 residents with the maximum capacity of 30 residents possible.
- A suggestion was made to also reach out to the whole congregation through the December News & Views, with an article about this service project.

Old Business

Call Committee Update:

- Chet Madison reported that the Call Committee meant this month to review new guidelines that have been provided to the church.
- No updates from Pastor Manda Truchinski had been received at the time of the meeting.
- MSP (Ministry Site Profile) needs to be updated for updates to Council President and budget items. Chet Madison is working with Jack Fenske who worked posting the original MSP to the Sierra Pacific Synod website. Added note - no Council Members had any objection for the needed minor updates to the MSP.

- Chet Madison indicated that probably will not be any real activity of the Call Committee until the first of the year due to the holidays coming up.
- Term Pastor Carl Hoppman indicated that Pastor Manda Truchinski responded to him in an email that 2 months (the first of the year) the Sierra Pacific Synod should be able to give them some updates.

Special Thankyous:

Term Pastor Carl Hoppman & Triss Hoppman:

Shirley Prouty thanked them for the gift of the Christmas Tree this year.

Soul Sisters & Justin Tice:

Chet Madison thanked both the Soul Sister's (hard work getting the office ready for painting and setting the office back up) and Justin Tice on the great paint job of the new office. Also was expressed thanks to Sarah Madison for heading this Refresh Office Project.

Closing Prayer by: Term Pastor Carl Hoppman

Meeting adjourned at: 7:25 PM

Respectfully Submitted,
Marlene Kiser
Council Secretary
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