



Approved  
Karen Linfor, Secretary

St. Luke's Council Meeting Minutes  
October 20, 2020  
ZOOM Meeting

Present: Carolyn Andrews, Pastor Carl Hoppman, Paul Maki, Bob Behr, Clarence Korhonen, Cathy Davis, Shirley Prouty, Marlene Kiser, Christina Hisamoto, Linda Duffek, Karen Linfor, Carole Vance for Evangelism.

Absent: Laura Tice, Samantha Basquez

The October 20, 2020 ZOOM Council meeting was called to order by President Carolyn at 7:00pm.

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

September 15, 2020 Zoom Council Meeting Minutes: Motion to approve the Minutes as written was made by Shirley, seconded by Linda. Motion carried/approved.

Overview of finances:

Treasurer's Report: Offerings were a little below what we had forecasted for September. Expenses in line. Income less expense ~ \$500.00 to the good; if we exclude the PPP loan, we're \$9,000.00 down. The good news is, loan forgiveness approval was granted on the PPP loan within the past week.

Special Funds: Everything is in line. Discussion continued regarding the checks that were issued to Key Clubs for help with the Crab Feed in March that have not been cashed. Paul stated that even though the checks are now stale-dated, the Finance Board decided to let checks go through. If the bank doesn't accept them, the Key Club can reach out to us. The board may reach out to the specific schools in early 2021 if the schools are back to in-person instruction.

Financial Secretary: In line with the Treasurer's Report. Keep praying that funds continue to come in and support our Mission Statement at St. Luke's.

Property Board: Report on file, no action items to discuss. Pastor expressed his thanks to the Property Board for their on-going support while the facility remained closed. Clarence indicated that there is a PB work day on November 7<sup>th</sup> for anyone who would like to help.

Community Concerns: Linda Duffek reported on Community Concerns activities: taking food to the homeless and delivering the requested baby sleepers to Chicks in Crisis. School supplies were delivered to Mack and Parkway schools on September 30<sup>th</sup>. A bin is available at the drive-through church location for those who can donate socks for Loaves & Fishes and Union Gospel Ministry.

Linda also delivered 55lbs of food donated by church members to the Elk Grove Food Bank in September.

Council Action Requested: Community Concerns members voted to donate \$250.00 each, to Chicks in Crisis, Elk Grove Food Bank, Union Gospel Mission, St. John's Women's Shelter, using the tithes from the fundraisers (Crab Feed and Fireworks Booth) in the Special Funds account. Karen made a motion to approve these donations, seconded by Christina seconded. Motion carried/approved.

Education and Youth: No report received. No representative in attendance.

Pastor's Report: Pastor reported that he has done three confirmations, and this Sunday he will do 4 baptisms and 2 confirmations.

Pastor also indicated that Christina and Rochelle are working hard on getting the Stewardship program started. Christina and Rochelle are looking for someone to help with this program, and Carole Vance volunteered. Christina doesn't have a date planned for sending pledge cards to the congregation at this time. Several helpers are needed to make the plan work.

Evangelism: Carole Vance is supporting Evangelism until a chairperson is identified. Carole stated that if anyone becomes aware of a member needing special attention, i.e., a get-well card, etc., please let her know.

W-ELCA: Marlene stated that a large supply of items originally identified for the Fall Festival, were given away to the community at large, and donations amounting to \$516.00 were received. At a board meeting, it was decided that the Thank offering program will go forward on November 22, whether it's through WebEx or in person. Linda Duffek and Triss Hoppman are chairing. Not sure about the Christmas party at this time. Some donations have been received for our 2021 benevolence program.

Constitution/Bylaws Review and Voting Members/Ballot:

Letter and ballot sent to congregants. Pastor suggested that an article should go into the *News & Views* stating that if the letter and ballot was not received, contact Bob.

Upcoming Transition: President Carolyn stated that she attached a copy of the Transition and Call Process Manual to Council in a recent email. Members can request a hardcopy. Carolyn will have requested copies printed and available for pick up at the church office. Carolyn also noted that the Bishop plans to join our Zoom Council meeting in November. Carolyn asked that members review the document and prepare any questions for discussion. The current manual covers up-to-date information for the transition process, which is vital since it has been over 25 years since St. Luke's has gone through this transition.

Re-Opening Task Force Recommendations: Shirley reviewed as follows:

Task Force met on September 21<sup>st</sup>. Sanitizing was the main topic. Michael Duffek has found a supplier for a product that will not harm the wooden pews. Mike and Linda offered to pay for the initial purchase at a cost of \$212.00.

Restrooms: The ADA restroom and the courtyard restrooms should have a sign stating only one person at a time.

Social Distancing: Shirley indicated that Amazon has the "feet" stickers for the floor (6ft apart). Clarence discussed roping off every other pew based on the 25% of occupancy rule.

Outdoor Service: Having an outdoor service for singing and responsive readings was discussed. It would be at 10:00am, with people bringing their own chairs. The youth band has offered us the use of their sound system.

Indoor Service: Two thermometers will be available for screening prior to entering the Narthex. Bulletins, offering plates and individual communion cups will be available in the Narthex. Shirley also stated that when we do re-enter the sanctuary for in-person worship, it will be necessary to leave the doors open to for air circulation.

Pastor pointed out that Screeners are necessary for each “station”, and these individuals must be dedicated to being there every time the sanctuary is in use for worship. He also stated that someone will need to be trained to operate the sound board, as Holly Hoppman is stepping down from that position at the end of the year (December 2020). Clarence suggested that each Board take responsibility for accommodating the various areas where volunteers are needed. Pastor indicated that this is a great idea.

Reopening Timeframe: Reopening depends on a number of things: The proposed November 8 date may not be feasible until everything is in place. Carolyn and Shirley will work together on an article for the *News & Views* regarding the need for dedicated volunteers.

2021 Budgets:

Paul has received budgets from: Property Board, Community Concerns, and Evangelism. Paul and Bob will work to get budgets plans from the boards who have not submitted.

Next Council Meeting: November 10 at 7:00pm; Transition Meeting, November 17 at 7:00 pm with the Synod Bishop.

There being no further business to discuss, the meeting was adjourned with prayer at 8:15pm.

Respectfully submitted,  
[karenalinfor@gmail.com](mailto:karenalinfor@gmail.com)  
Council Secretary 2020

Approved 11/10/2020  
Karen Linfor, Secretary