

## St. Luke's Lutheran Church Council Meeting Minutes

Tuesday, March 15, 2016

Present: Name	Title	Board	Absent
Paul Maki	President		
Carolyn Andrews	Treasurer		
David Saxby	Chairperson	Finance	
	Financial/Recording Secretary		Jack Fenske
Larry Dockter	Vice President		
Kelly Boyer	Chairperson	Property	
Karen Linfor	Secretary		
Carl Hoppman	Pastor		
Peggy Moser	Chairperson	Worship & Music	
Al Moser	Chairperson	Community Concerns	
	Chairperson	Youth	Kirsten Ireton
Holly Hoppman	President	WELCA	
Carole Vance	Chairperson	Evangelism	

### Call to Order:

The meeting was called to order by President, Paul Maki at 7:00pm. Pastor Carl opened with prayer, remembering the needs of several members of the congregation.

### Review and Approval of February 16, 2016 Minutes:

Approval of February, 2016 Council Minutes as written:

Motion: David Saxby

Seconded by: Peggy Moser

Motion carried.

### Pastor's Report: Written report on file

Pastor reviewed the highlights of his activities since the February Council meeting.

Baptism: James Williams

Several new members

Transfers from St. Paul's, Lodi

Pastor noted that just before our March council meeting convened, George Dorr, a new member, stopped by to introduce himself and meet council members.

Preparation for Lenten service and activities in process.

Attendance is up; soup suppers have been well attended. Average is about 50.

Assisted with Winter Sanctuary.

Assisted President Maki in coordinating servers for the crab feed event.

**Treasurer's Report:** Written report on file  
Carolyn reviewed the report.

Mortgage loan balance as of 2/5/16:     \$49,167.21  
Checkbook balance as of 2/29/16:     \$31,393.85

**Finance Board:** No written report on file  
David Saxby reviewed the results of the last Finance Board meeting, including the Financial Secretary's Report as follows:

**Financial Secretary's Report:** Written report submitted by Jack Fenske on file  
Congregants are encouraged to use pew envelopes for giving, and to be sure to legibly show their name on the envelope to minimize errors. The Financial Secretary has also encouraged **all** members to use numbered envelopes, as this speeds up the counting process on Sundays and makes record keeping much easier. Numbered envelopes are available by contacting Jack Fenske or David Saxby.

David will check with the bank to see who needs to sign a new signature card.

### **Committee Reports**

**Community Concerns:** No written report on file

A very successful Winter Sanctuary was held as planned on February 28<sup>th</sup>. WELCA provided dinner for our guests. 96+ were served, including the youth band and workers. Holly indicated that Macaroni Grill in Elk Grove donated 3 trays of the meat sauce. Youth Group assisted in the process by making sandwiches for lunch bags. Personal item bags were assembled by volunteers and given to those in attendance. A couple of the Children's Place signs were stolen; making new ones. Clothing has been laundered and is now fresh and ready to go.

**Education Board:** No written report on file

**Evangelism Board:** Written report on file

Carole Vance reported for Evangelism that Council Easter Sunday is March 27, 2016 (set-up on March 25<sup>th</sup>)

Dave Davis will chair the Easter breakfast this year; Eric Lindblade will co-chair.

Carole thanked Pastor Carl for putting together all the programs for the soup suppers, including some delightful (and meaningful) skits.

Diner groups have begun their activities.

New member tote bags have been prepared by Kelly Boyer.

### **Narthex remodeling:**

Lighting and new windows have been installed in the Narthex. The new cabinet has been built and a new table is being built by Jack Fenske and Jerry Carney. Jack Fenske has also assembled a new flower chart board. Pat Webb is getting together samples of the new board to be presented at the next meeting. Pastor Carl is planning to check on the stained glass for the new windows.

Website update: Training will be made available to those needing a refresher course in how to navigate the system. Lauren has asked that this take place after Easter due to

the busy season and time constraints. Anyone who wants to get in on this training should contact Lauren for the training schedule.

Reminder cards were sent out to families with children to remind them of the Easter breakfast, egg hunt and Sunday service.

**Property Board:** Written report on file

Kelly reported on projects completed and on-going within the Property Board as follows:  
General Budget: Reviewed – Refuse Service contract is somewhat over budget and will be watched.

Special Fund Account: Current balance is \$1,997.83, including Office/Schultz Hall addition.

**Projects Completed:**

**Roses:** Pruned (Thanks to Karen and Bruce Kiser, Brenda and Jim Sulzmann)

**Anniversary Display:** Installed along with lighting, moving bronze plaques and small writing desk. Pastor pointed out that the \$182.14 Anniversary Display cost should come from the Robert Allen Memorial fund.

**Security:** A hook was installed for the Alter Guild room exterior door to minimize the occurrence of this door being left unlocked. (Minimal cost).

**Schultz Hall:** a 4-foot step ladder was purchased at a cost of \$53.94 for easier access to the storage area above the Schultz Hall chair/table closet.

**Schultz Hall Addition (Urinal):** Plumber hired to replace a leaking urinal valve at a cost of \$135.00.

**Education Wing Spiders:** Black widow spiders were discovered in Room 1. The clothing was removed, washed and restocked. Bell Pest Control was called to service room 1 at a cost of \$185.00 (Linda Duffek graciously provided the funds for this service). They provided cost quotes for monthly pest control; this was deferred for the time being. Chairperson will prepare a *News & Views* article regarding the spider incident, including a thank you note to Linda Duffek for her generosity.

**On-Going Projects:**

**Office Restroom:** Council approved the refurbishing of the office restroom at the February meeting. The cost for this work was \$900.00. Additional work will be deferred until after the Narthex refurbishing is completed.

**Narthex Improvements:** Windows installed, stucco work completed, sheet rock finishing should be completed and carpentry work is finished. The room is ready for painting. Thank you to Connell Construction for their assistance with this project!

**Furniture:** The cabinet and flower chart are completed. A coat rack has been purchased. White boards have not been purchased; cost of table too expensive; Carney and Fenske will complete.

**Painting & Staining:** Exterior scheduled to be painted during the work day.

Office & Schultz Hall Carpet: On hold.

**All members work day:** March 12 and October 22<sup>nd</sup>.

**Multi-Purpose Shed, Roof:** Extensive problems with shed; gutter recently fell off.

Council action requested: **Motion** by Kelly Boyer to *“Approve the re-roofing of the multi-purpose shed roof at an expenditure of approximately \$1,000.00 from Property Board special funds”*. **Seconded** by Peggy Moser – motion carried

**Major projects:** Pastor suggested replacing “A” with “B”.

“A”: Improve Multi-Purpose room acoustics (\$6,000).

“B”: Replace carpet in Sanctuary and carpet the Overflow room (\$12,000.00)

Future major projects were discussed at the Property Board meeting.

Kelly indicated that Kathleen, Vanguard Insurance is requesting feedback as to how they are doing with regard to their janitorial contract. Some board members mentioned areas that are not being cared for, i.e., trash and floors...specifically under the pews. There is a contract that is very specific about the duties that are expected and should be reviewed whenever a question is raised about our janitorial service, etc. Pastor noted that the Log book be reviewed for time of arrival of janitorial providers and that the Property Board should talk about the time designation going forward to further define janitorial responsibilities that are called out within their contract. Kelly will call Vanguard and discuss further. There is a very narrow and specific time window as it relates to cleaning service times and dates.

**Youth Board:** Written Report on File:

No meeting was held.

Activities: Laser Tag on Sunday, April 13 with 4 youth, plus Pastor & Kirsten. We only played 1 game but we did manage to come in first!

We are starting to plan our Mt. Cross Youth Retreat. It will be Apr 29-May 1. A commitment of \$25 will be required and the rest of the money will come from the individual youth accounts. It will be a fun time of sharing and team-building for our group. Kirsten will be encouraging parents to chaperone the trip.

Service: Most of the youth group helped out at the crab feed with selling sodas and desserts. They enjoyed helping and spending time together.

Next up: Easter – we REALLY could use a lot of candy and plastic eggs. For some reason the donations are low this year. We need all the candy and eggs by Saturday, April 26 at 10:30am. Our plan for rain (have it and you won't need it): 3 and under will

be in the MP Room and over 3 will be in the Sunday school wing. We do have an Easter bunny this year!

Next Meeting – Sunday, April 3 at 12:45pm

**WELCA:** No Written Report on file

Approximately 20 attendees at the March meeting.

Discussed planning for the upcoming lamb dinner. More help is needed setting up, etc.

Next meeting is April 9<sup>th</sup>.

**Worship & Music:** Written report on file

Peggy reported on the March meeting:

Easter lily sales: 2/28 – 3/13 (Janette Payne will coordinate with the office and get a list of the donors to Lauren by 3/16. Pat Webb pre-ordered 50 plants.

Clean-up day scheduled for 3/19; palms will also be set up that day.

A *News & Views* request for more Alter Care people will be prepared by Triss Hoppman.

Children's choir planning to sing for Palm Sunday and possibly Easter Sunday.

Ben and Karen looking for a Lighthouse bank to be used during the children's time to encourage them to bring an offering – this proved unfruitful. The project has been turned over to Christian Education for possible follow-up.

Pastor and Triss looking for a new vertical file after Easter for music storage purposes.

Holy Week discussed in detail. The Schubert liturgy setting will be used for Maundy Thursday and reverting to the more contemporary setting after Easter.

New flower chart under construction.

May 15: Confirmation Day

May 22: Graduation Day recognition

April 3<sup>rd</sup>: Pastor will explain order of liturgy in his sermon.

The last Sunday the choir will sing is May 29<sup>th</sup>; last rehearsal is May 25<sup>th</sup>.

**Note:** Brooke will check with the choir to see if they want to end a week earlier due to so many people being gone.

Alter care: New members: David Saxby, Ben Briel, Steven Lee and Joe Payne. Triss is looking for about 6 more to help. Training will be held on May 14<sup>th</sup>. Brunch will be served at the training class.

Pastor will be on vacation May 29 – June 12.

**Old Business: CR-2016-1: Allocation & Expenditures of Fund Raiser Net Incomes (Crab Feed, Firework Booth, Luau Dinner)**

President Maki asked for volunteers to work with him regarding in-depth review of CR-2016-1 before final approval and vote. The committee, consisting of Kelly Boyer, Holly Hoppman and Peggy Moser will review and report to Council at the April meeting (he is requesting no more than a 60-90 day turnaround). Council action: Tabled.

Note: Holly indicated that about 215 people attended the recent crab feed, and that 600lbs of crab was served. The cost of the crab was approximately \$6.79/lb. Net proceed of crab feed was \$8,407.14. Holly noted that the Crab feed was very successful this year; there was an increase in spending per person, i.e., raffle and 50/50, soda and dessert sales. Wrap-up meeting is planned for April 3<sup>rd</sup>.

**New Business:** None

Council Meeting adjourned at 7:55pm with the Lord's Prayer.

Respectfully submitted,

*Karen*

Karen Linfor

Council Secretary

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