



Council Minutes June 18th, 2020

IN ATTENDANCE:

*Pastor Paul Bulgerin	*Jodi Doro (Secretary)	Wendy Freeland (Fellowship)
*Pastor Heidi Borkenhagen	*Lynda Lalley (Treasurer)	Sarah Brogni (Property)
*Mark Barber (President)	*Rachel Langer (Outreach)	Lisa Bernd (Director of Involvement)
James Newell (President Elect)	Melissa Schmidt (Christian Care)	*Jen Jacobson (Christian Education)
Mike Moran (Past President)	*Kelly Olson (Worship)	

(*) present at meeting

The meeting began at 7:14 P.M. with President Mark Barber presiding.

Opening Prayer Pastor Heidi

✓ Approval of the May 2020 minutes - Pastor Paul motion to approve meeting minutes, 2nd by Lynda; all approved

New Business

Personnel Committee Update

So far volunteers are: Sandy Luetzgen, Dave Polka, Steve Bachman, and believe Mike Moran (past president always rolls into this). Also reached out to Alissa Burgos.

We need to vote on these people so we can get the committee going.

Staggering terms currently 3 years; start with a few on 3 year term and some on 1 year. We might also look to change to a 2 year term if smaller committee and easier to get commitment then; however positions could be renewed. Additionally it needs to be determined who will lead the committee. Point forward, new committee members would also be part of nominating committee's duties. This is NOT voted by church but appointed by Council members. Pastor Paul will draft up a letter sending to council first, and then will send to those to be appointed. Motion by Lynda to approve moving forward with reaching out to individuals to be on committee, 2nd by Pastor Paul.

Non-rostered staff compensation through balance of "non-normal" time period.

Pastor Paul asked those to submit their thoughts as to their summer hours – will be discussed at Exec Meeting; all are doing something a little differently.

Next Council Meeting – typically take off month of July, email will go out to group week of July 13th (week prior) to see if we do need to meet. Tentative date July 23rd at 7PM

Pastors and DI Reports

PASTOR PAUL'S REPORT:

Outdoors Worship: Our first in-person worship in over three months was held on Sunday, June 14. The weather cooperated and we had a good turnout. A video was made and sent to the congregation in advance explaining the health and safety precautions we were asking people to take. Everyone who attended the service wore a mask, which was very good to see.

The service was video recorded, thanks to Bryan Harms, and sent to the congregation by email later on Sunday. It was also streamed on Facebook.

Video equipment is being purchased to allow us to make quality recordings of future services. The staff and Worship Planning Team will evaluate this first service and make necessary changes to improve future outdoors worships. We plan to have two outdoors worship services per month during the summer.

"Holy Experiment" Worship: We are continuing these on the Sundays when we do not have an outdoors worship. The quality of the services continues to improve each week thanks to all the talented people working on them.



Council Minutes June 18th, 2020

Indoors Worship: The funeral service for Bob Grade was held in the worship center on June 13. About thirty people attended and it was an opportunity to think about all the considerations we would need to take were we to start worshiping inside again. Everyone wore masks and did social distancing but this service showed that we are not yet at the point of having regular indoor worship. There are so many things to deal with.

Holy Communion: We celebrated communion at the June 14 service using pre-packaged communion packets. The pastors are sharing communion with members who are making appointments to come in on Wednesday afternoons. They are also starting to contact some of our shut-ins and people who are staying home during the pandemic to set up communion visits at people's homes. These have not yet begun.

Contingency Fund Committee: I met online with this group on June 10 to discuss the contingency fund, the PPP loan and to share my thoughts on future church finances and stewardship as we prepare for the pastoral transitions which will be coming in the next year.

Stewardship Planning: I will begin work developing a theme and program for our fall 2020 stewardship program. This will be done with the help of our stewardship planning team which was put together last year and worked on the fall 2019 program.

Confirmation Planning: Erica Dimmett and I have had some preliminary discussions about confirmation classes this fall. We think that the sizes of the classes will allow for them to meet in person but nothing definite has been decided yet.

PASTOR HEIDI'S REPORT:

Worship: Continued from last month, a huge thank you to John Bernd and Dustin Lobner, who have spent a great deal of volunteer hours editing and putting together our online services! This week is a Favorite Hymn Service I coordinated.

I've done three funerals this past month (not Covid related). One outside graveside, one very small with family, one 25-ish people sitting socially distanced.

I'll be doing a baptism at the Muracks' home on June 27, and we will share it on our online worship July 5. We have another baptism scheduled for an outdoor service and will have a couple more coming up soon.

Visitations: I was at church last week for the first individual communions. We had some people sign up on the sign up genius, and I also made some calls to members who didn't have email but had asked about communion. It was a good time to connect with others, and share the sacrament.

Pastor Paul and I are scheduling socially distant communion visits with shut ins, also.

Outreach: Donations are still coming in (gift cards and monetary support for those in need), and thank you notes are still going out.

We will be putting the Blessings Bags together for the Street Angels Homeless Outreach this week. I am buying a few supplies to fill in the gaps, but we had enough to make 80 bags, even with Covid getting in the way of our collections. Rachel will take them down to their office in Milwaukee.

I also created a registry to support our cleaning team owner who is expecting a baby. She has been missing work because of the pandemic and so we wanted to support her as she gets ready to welcome her daughter. We've had a lot of items come in!

Yard Signs: They turned out great! Laurie Gosselin got a Thrivent Grant for us to cover about half the cost. The other half came out of the advertising budget.

Lydia Circle: We did another meeting online. The group didn't want to continue online meetings over the summer (we normally don't meet, but I thought I'd offer).



Council Minutes June 18th, 2020

Bible Madness: We are down to the final couple of weeks. Hope you've voted and enjoyed reading them!

Discussion: Pat reached out on Craft Fair that usually is held in the fall as vendors are asking questions; possibly moving this to the Spring still can get funding to the groups that benefit from this. Concern is if COE is missing out on funds for this year to see if there is a smaller event that could raise money in the fall.

Make sure to pick up a yard sign there are still a few left by church.

Blessings bags were completed today and Rachel will take these down soon.

DIRECTOR OF INVOLVEMENT: (Lisa Bernd)

Cleaning: We reinstated our cleaning team. Monique & her husband will be cleaning every Monday. We met & went over the areas that need to be cleaned each week. We also went over when our contract auto renews. I got conflicting information but after speaking with Monique our contract will auto renew September 28. If we would choose not to renew we would need to give 30 days' notice.

I have updated the custodian job description for when we decide if we are keeping the cleaning team or moving toward a custodian.

Counting: I have been counting the offerings every Monday & taking it to the bank. I also continue to process e-giving & PayPal donations.

Worship: I made a signup genius for people to sign up for individual communion with Pastor Heidi or Pastor Paul & for ushers for the summer. I helped set up & cleaned up for the outdoor worship on Sunday. I also set up & cleanup for the funeral.

Building: I dumped water down all of the drains, met Mark from Paul Crandall & Assoc to address some roof leaking issues, met the woman from Batzner's, flushed all of the toilets & checked for water leaks. Crandall did come to fix the roof & with this rain, it did not appear to leak again but we do have another leak in the worship center that I have called on to get fixed. I also got the building set up for our new procedures for building usage. The conference room, gathering area & fellowship hall all have cleaning supplies, masks & hand sanitizer with the proper cleaning procedure sign (Katie made the sign). I also set up the sign in at the front door with masks & hand sanitizer.

Building Usage Calendar: I have set up the building usage calendar. We have a few people signed up as of now. The calendar is color coded per room.

Blood Drive: We hosted the Blood Drive on Monday, June 8. We had 31 viable donations. The Blood Center was so happy with the turnout & the amount of viable donations. It was one of our best drives. I set up & cleaned up before & after the drive.

Annual Maintenance: We have passed our inspection from Blaire & Accurate. We still have one more inspection in July.

Phones & Emails: I have the forwarded to my phone Mon – Wed every week plus most Thursdays & Fridays. I also send out daily Grace-Filled Check Ins, Grace Notes, & Holy Experiment each week. Since we will be in the office more, the people working will have the phones ringing to the office.

Attendance Report

Attendance was discussed.

Committee Reports

CHRISTIAN CARE: (Melissa Schmidt)



Council Minutes June 18th, 2020

No report provided

FELLOWSHIP: (Wendy Freeland)

No report provided

FINANCE: (Lynda Lalley)

The May financial report is attached for your review. The PPP loan has helped tremendously, and as soon as an updated 'forgiveness' application is available, I will work with Arcelia to get that submitted. The hope, of course, is to have the loan turn into a grant, so that we don't have to pay it back. Most expenses are down due to pandemic situation, but there are a few that are currently over budget, mostly multi-media and office supply-type expenses, which is to be expected.

We went back to paying the full mortgage payment in June and will continue on that path if offerings continue to stay steady.

Discussion: Five-year renewal is up in September. so interest rates will be coming up in July and if things don't go in the right direction, we can reach out to see if we can go back to interest only.

OUTREACH: (Rachel Langer)

No report provided

PROPERTY: (Sarah Brogni)

No report provided

WORSHIP: (Kelly Olson)

The team met at the end of May and on June 16th.

May meeting topics:

Holy Experiment 'online' services

- Going very well but require a lot of work to prepare.
- Lots of positive feedback
- John Bernd and Dustin Lobner reported that the services require a substantial amount of time to put together, but they have gotten into a rhythm and they are getting easier.
- An online worship option will be needed, even as we begin in person outdoor worship to accommodate those who opt not to or are unable to attend.

Outdoor Worship

- Outdoor services to be held every other week in June & July beginning 6/14.
- Services will be video recorded and uploaded, then sent via email to the congregation later on Sunday as the 'Holy Experiment' worship service for that week
- If the outdoor service is cancelled due to poor weather the worship leaders will record the service in the Worship Center (no congregation). The video will then be used as the online 'Holy Experiment' worship for that week.
 - Bryan Harms has agreed video the first outdoor service
 - Purchase of a video camera, mic, and tripod being considered for future services
- Other considerations:
 - Set up and sound system
 - Pastors and musicians will be set up under the portico facing south to the parking lot
 - Katie Eippert to lead Children's messages with kiddos staying in their seats with their families
 - Will use speakers and monitors from the worship center



Council Minutes June 18th, 2020

- Will evaluate/adjust sound system as necessary after first outdoor service
- Health and Safety precautions—the team reviewed and discussed a list of guidelines that Pastor Paul proposed as a starting point and
 - Members bring their own chairs and sit socially distanced from other families and individuals
 - Members required to wear masks to/from their seats. Masks will be available for those that need one. Masks must be worn while singing.
 - Parking spots in the back will be designated for those who choose to stay in their cars for worship
 - Ushers will wear masks and gloves to help direct people, distribute bulletins and pre-packaged communion packs. No passing of offering plates; offerings will be placed in a plate or basket that is set out
 - No hymnals will be used. Service bulletins will be printed and available online for people to print at home and bring with or download to phones or other devices
 - No contact passing of the peace; worshippers can choose a hand gesture/sign method for passing the peace. Pastors will not shake hands following the service.
 - Holy Communion: using the pre-packaged communion packs for the first outdoor service on 6/14. After that we may also invite people to bring their own bread, wine, juice and cups. We will make trash cans available for the empty packs. A general blessing for children will be said during communion.
- Pastor Paul prepared a video covering all of these guidelines so that people know what to expect when they come to the service and also emphasizing that our utmost goal is to keep our members safe. A link to the video was sent out via email prior to 6/14.

Communing Shut-Ins and others who may not want to come to worship

- 2 options being offered: 1) people come to church, by appointment, and have a pastor share communion with them using the packets and observing social distancing 2) Pastors make appointment to go to people's homes, observe social distancing outside and share communion using the packets.

June 21st: Favorite Hymn 'online' service—the team selected hymns to record for this service from a list of hymns selected by members in an informal poll that Pastor Heidi did. Eryn and Zack will record several; Vince will record a couple and Katie and Chris will record a camp song for the children's message.

Inside Worship – still too many concerns, health issues for us to even consider worship inside the building. As some churches open for inside worship, we will talk to their leaders to find out how it is going, what we can learn and issues we should be aware of that will help us decide how/what/when we can consider inside worship.

June 16th meeting topics:

First outdoor service, 6/14



Council Minutes June 18th, 2020

- The first outdoor worship service was held on Sunday, June 14. The weather was perfect and there was a good turnout. Overall, it went pretty well using the guidelines that had been put in place. The team made suggestions and discussed areas of improvement for future outdoor services.
 - Investigating ways to improve the sound for the outdoor services
 - We may turn things around, having the musicians under the portico facing north and the members sitting on the grass and in the shade on the lawn to the north of the portico drive
 - We can figure out where people, who want to stay in their cars, can park

July outdoor services

- The team also decided to take advantage of the summer weather to bring the congregation together in worship and decided to hold outdoor services on all four Sundays in July. It was felt that if we were to lose one of our two planned outdoors services due to bad weather it would cost us momentum in bringing our members back together on a regular basis. Services in July will be held at 9 AM. Plans for holding outdoor services every week in August have not been decided at this time.

Video equipment purchase

- Dustin and John made recommendations for a video camera, mic w/ wind screen, and a tripod to record up-coming outdoor services. Purchase was approved and an order for the new equipment has been placed. The cost will be allocated to the worship supplies budget. We will recruit volunteers to video all the services with the new camera we have purchased. Interest and experience will be considered.

Baptism requests

- Getting lots of requests for baptism now. Offering the outdoor services or individual times if people are more comfortable.

Affirmation of Baptism

- Pastor Paul and Pastor Heidi will ask the confirmands and families if they'd like to have the rite at an outdoor service in August or early September or wait until we can safely worship inside, which is unknown at this time.

New Hymnal Supplement

- The ELCA is releasing a hymnal supplement. Preview link: <https://www.augsburgfortress.org/promos/all-creation-sings/> Team will review and discuss at our upcoming meeting(s).

Discussion: Looking into additional speakers and move up the cars for better sound. This equipment can all be used in the sanctuary as well when we return and look to record those as well.

YOUTH AND FAMILY MINISTRY COMMITTEE: (Jen Jacobson)

No report provided – did not meet this month

Katie

- Sunday School
 - All plans for Sunday School this fall are in a holding state. I am waiting to see what the area schools decide to do for the fall before I begin planning. I will follow the protocols that the schools establish. I am hoping I will learn more in July.
- Children's Messages



Council Minutes June 18th, 2020

- I continue to work on the children's messages at home and at Grace.
- Vacation Bible School
 - Our BOLT Backyard VBS program will take place in JULY (not August). Each week in July, families will receive information on fun activities they can do related to the week's Bible story.
 - Families do not need to register for VBS this summer, but those that would like a free VBS supply bag with Bible stories, craft supplies, science experiment supplies, snack supplies and more, need to register for a bag.
 - Currently we have 38 families signed up for a supply bag, adding up to 78 kids. We will make 100 bags.
 - Marcia Vrankin got a Thrivent grant to help purchase the items in the bag and we are collecting donations from the congregation. As always, we are so incredibly blessed at Grace for the outpouring of support and generosity of our Grace members!!
 - If I need to purchase anything for the bags, this will come out of the VBS special account (it would be a small amount needed—less than \$200—and I have money left in the account from previous years when we collected more money in registration fees than we spent.)
 - Even though we aren't at Grace, I am still grateful for the volunteers that are helping!!
 - A HUGE thank you to John Bernd who is helping to put together all of the instructions and videos on a special VBS website (similar to the online worships).
 - There are 12 families/individuals that are helping to record videos as part of the backyard VBS program.
- Schedule
 - I will be working at Grace on Tuesdays and Thursdays this summer. This will not fulfill all of my hours, so I will continue to work some at home. Thank you for the flexibility to continue to work at home and at Grace!

Closing Prayer: Pastor Paul