



## Council Minutes June 24<sup>th</sup>, 2021

### IN ATTENDANCE:

\*Pastor Paul Bulgerin  
Mark Barber (Past President)  
\*James Newell (President)  
\*Kirstin Albiero (President-Elect)

\*Jodi Doro (Secretary)  
\*Scott Nielsen (Treasurer)  
Rachel Langer (Outreach)  
Kelly Olson (Worship)

Brittany Lobner (Fellowship)  
\*Joe DelCamp (Property)  
Lisa Bernd (Director of Involvement)  
\*Jen Jacobson (Christian Education)  
Melissa Schmidt (Christian Care)

(\*) present at meeting

The meeting began at 7:33 P.M. with President James Newell presiding.

✓ Approval of the May 2021 minutes Pastor Paul motioned to approve, Kirstin 2<sup>nd</sup>, all approved.

### Pastors and DI Reports

#### **PASTOR PAUL'S REPORT:**

*Since the church council does not normally meet in July, this will be my last report to the council as pastor at Grace Lutheran Church. It has been a privilege to serve as one of your pastors for these past nineteen and a half years.*

**Pastor Heidi's Farewell:** My thanks to everyone who helped plan for Pastor Heidi's last service on June 13. She was thrilled at what was done on her behalf. It was also great to see such a large number of people at the service. This was our largest in-person worship service since Christmas Eve 2019! I hope that this will encourage people to start coming back to in-person worship in larger numbers.

**Returning to Inside Sunday Worship:** I have had informal conversations with some of our musicians, staff members and Kelly Olson, chair of the Worship Committee, about returning to inside worship on Sunday mornings sometime in July. As COVID numbers continue to decline I think we can safely increase the number of people we have worship inside. I encourage us to take this step as a good foundation for returning to our regular Sunday morning schedule in the fall.

We plan to hold Sunday inside worship on July 11, when many people will be at the Grafton pool worship and swim. We can then perhaps pick a date later in July to return to inside Sunday worship. We can discuss this at council and the Worship Planning Team will also discuss it at its July 6 meeting.

**Additional Information to Congregation on the Pastoral Changes:** Before leaving, Pastor Heidi wrote a short document about the pastoral transitions to be sent to the congregation. In it she talked about the fact that she chose to leave at this time and was not made to leave, why it is a good idea for pastors to not worship at their former congregation and how pastors should handle relationships with members of their former congregations. I recommend sending this to all Grace members later in June.

**Offerings:** We have ended the first five months of the year in pretty good shape, as Scott's and Arcelia's reports show. We are slightly behind our anticipated giving, which is not bad for five months. If you are new to the council, you should know that offerings will probably dip during the summer months, as they tend to do. We usually run a deficit through part of the fall and then catch up at the end of the year.

**Files:** I am just about done reorganizing and updating files to leave for the staff, interim pastor and new pastor(s). These include all lesson plans for seventh, eighth and ninth grade confirmation, confirmation retreats, Affirmation of Baptism plans, information on organizing



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“God’s Work Our Hands” in September, Nominating Committee information, Graduate Sunday, the Service of Remembrance and past documents from the church council. Most of these have been saved on the network files on our Grace computer systems. I am also leaving some paper files in my office.

**Stewardship:** While I will not be here to organize or run the fall stewardship program this fall I will leave some information on how and when we tend to run our stewardship program. The members of our stewardship team, Pat Murack, Lynda Lalley and Steve Korinek can work with the interim pastor on developing the program. Lisa Bernd and Arcelia Magana also help with the stewardship work. I have compiled a file on past stewardship programs and themes.

**Boundary Waters:** Our group of twelve youth and adults will leave on Thursday, July 8 for the high school Boundary Waters canoe trip. We will return late on Thursday, July 15. I am leading the trip.

**Ruth Schmidt to Preach:** While I am on the Boundary Waters trip, former Associate in Ministry, now Deaconess Ruth Schmidt, will preach at the worship services on Thursday, July 8 and Sunday, July 11.

I am recommending that we cancel the Thursday evening worship service on July 15, since I am returning from the Boundary Waters trip that night. I will be here to preach on Sunday, July 18.

**Exit Interview:** The synod will schedule my exit interview sometime in July or early August.

**My Plans for Retirement:** My final Sunday at Grace will be August 15. I will then take unused vacation until August 31 and officially begin my retirement on September 1. I will be on the Grace payroll and receive health coverage through the church from Portico through August 31. I will begin drawing my pension and paying for my own health care coverage on September 1.

*Discussion: email of pastoral changes will be emailed in the next week.*

### **DIRECTOR OF INVOLVEMENT: (Lisa Bernd)**

**Building:** I am still waiting to hear back from the company to do our five year sprinkler inspection. I have contacted them again to get a date scheduled.

**Worship Assistants & Other Volunteers:** I have still been struggling finding volunteers to help during the worship services. Instead of struggling with the camera people & worship assistants each week – I have assigned them for the rest of the summer. There are still so many spots open for volunteers so if any of you would like to volunteer – I would greatly appreciate it!

**Summer Hours:** Arcelia & I started summer hours this week. The office is now closed on Monday & Friday at noon.

**Pastor Heidi’s Celebration:** Most of my month consisted of planning & executing Pastor Heidi’s celebration. It was a great day & I think most everyone had a great time. I also organized a staff luncheon for Heidi too!

**Ice Cream Sunday’s:** The ice cream truck made its first appearance of the summer at Pastor Heidi’s celebration. The next Ice Cream Sunday will be 7/18.

**Other Stuff:** I have done a lot of other things this month too!

**Counting:** I am counting the offerings every Monday with Katie Eippert & taking it to the bank. I also continue to process e-giving & Vanco donations.

### **Attendance Report**

Attendance was discussed.

### **Committee Reports**

#### **CHRISTIAN CARE: (Melissa Schmidt)**

No report provided



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### FELLOWSHIP: (Brittany Lobner)

On June 4th we had a wonderful time at the Chinooks baseball game. Check out the photo attached of our group picture. <https://photos.app.goo.gl/n8JmeadMMCh6MZyi8>

Pastor Heidi's last day on the 13th was also wonderfully attended and we had wonderful weather. The rest of the summer has the following events planned:

**Sunday, June 27th-Milwaukee River Clean Up** at 1:00pm. Meet at church with a couple of towels and heavy duty trash bags.

**Sunday, July 11th at Grafton Pool-Splash with Jesus.** Camp-like service with 2 hours of pool rental afterwards. This is a camp-style worship service at 9:00 and then have open swim from 9:30-11:30.

**August 2021 at Church-Vacation Bible School and Pastor Paul's Congregational Celebration** (Sunday, August 15th). Donations are now being accepted for the program. More details available closer to the event.

### Rough Outline of Future Months:

Sunday, September 12th-God's Work, Our Hands

Late October-Trunk or Treat

November-Craft Fair

December-Birthday Party for Jesus/Movie Night (½ Fellowship Hall and ½ Sanctuary)?

January 2022-Bingo Night (½ in person, ½ virtual)?

Spring 2022-Potential Road Rally Scavenger Hunt

### FINANCE: (Scott Nielsen)

#### P&L - Month:

Revenue was \$44k (\$6k unfavorable to budget)

Expenses were \$51k (\$1k favorable to budget)

Deficit of \$8k (\$4k unfavorable to budget)

#### Grace Lutheran Church Income Statement - May 2021

	May Actual	May Budget	Delta Budget	May '20 Actual	Delta Prior Year
<b>Total Revenue</b>	43,711	49,430	(5,719)	41,155	2,557
<b>Expenses</b>					
World Mission Subtotal	3,542	4,292	(750)	3,804	(263)
Rostered Ministry - Subtotal	19,828	20,639	(811)	19,928	(100)
Non-Rostered Staff Subtotal	11,748	11,292	456	10,969	779
Our Church Home Subtotal	15,062	14,050	1,012	4,371	10,691
Worship & Service Subtotal	1,293	2,464	(1,171)	3,052	(1,759)
<b>Total Expenses</b>	<b>51,472</b>	<b>52,736</b>	<b>(1,264)</b>	<b>42,124</b>	<b>9,348</b>
<b>Surplus / (Deficit)</b>	<b>(7,761)</b>	<b>(3,306)</b>	<b>(4,454)</b>	<b>(970)</b>	<b>(6,791)</b>
<b>Amount To / (From) Contingency</b>	<b>(7,761)</b>	<b>(3,306)</b>	<b>(4,454)</b>	<b>(970)</b>	<b>(6,791)</b>
<b>Surplus / (Deficit) After Contingency</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



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**P&L - YTD:**

Revenue was \$254k (\$6k favorable to budget)  
 Expenses were \$260k (\$1k favorable to budget)  
 Deficit of \$6k (\$8k favorable to budget)

### Grace Lutheran Church Income Statement - May 2021

	May YTD Actual	May YTD Budget	Delta Budget	May '20 YTD Actual	Delta Prior Year
<b>Total Revenue</b>	253,567	247,150	6,416	254,400	(833)
<b>Expenses</b>					
World Mission Subtotal	18,458	18,458	0	19,896	(1,438)
Rostered Ministry - Subtotal	102,083	103,193	(1,111)	80,462	21,621
Non-Rostered Staff Subtotal	59,106	56,460	2,646	43,332	15,773
Our Church Home Subtotal	70,705	70,251	454	59,313	11,392
Worship & Service Subtotal	9,239	12,319	(3,080)	14,791	(5,552)
<b>Total Expenses</b>	<b>259,590</b>	<b>260,681</b>	<b>(1,091)</b>	<b>217,793</b>	<b>41,797</b>
<b>Surplus / (Deficit)</b>	<b>(6,023)</b>	<b>(13,531)</b>	<b>7,507</b>	<b>36,607</b>	<b>(42,630)</b>
Amount To / (From) Contingency	(6,023)	(13,531)	7,507	36,607	(42,630)
<b>Surplus / (Deficit) After Contingency</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Balance Sheet:**

Cash **decreased \$5k** in the month to \$180k  
 Contingency Fund **decreased \$8k** to \$110k  
 Project Funds **increased \$2k** to \$70k

### Grace Lutheran Church Balance Sheet - May 2021

	May 2020 Starting Balance	May 2020 Ending Balance	Changes
<b>Assets</b>			
Cornerstone Checking	97,706	92,239	(5,466)
Cornerstone Money Market	88,198	88,208	10
<b>Total Cash</b>	<b>185,904</b>	<b>180,448</b>	<b>(5,456)</b>
Contingency Fund	118,212	110,451	(7,761)
Project Funds	67,693	69,997	2,304
	<b>185,904</b>	<b>180,448</b>	<b>(5,456)</b>
<b>Total Assets</b>	<b>185,904</b>	<b>180,448</b>	<b>(5,456)</b>
<b>Liabilities</b>			
Mortgage	1,764,345	1,760,501	(3,844)
<b>Total Liabilities</b>	<b>1,764,345</b>	<b>1,760,501</b>	<b>(3,844)</b>
		Principal Payment	3,844
		Interest Payment	4,852
		<b>8,696</b>	

May 2020 Operating Deficit  
 May 2020 Project Fund Change



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### **OUTREACH: (Rachel Langer)**

No report provided

### **PROPERTY: (Joe DelCamp)**

No official report provided – still working on tree trimming - getting large branches off roof and near buildings.

### **WORSHIP: (Kelly Olson)**

The team met on June 4<sup>th</sup> and discussed the following topics:

#### **Pastor Heidi's Farewell Service**

- Music was planned for the service based on Pastor Heidi's requests
- Will begin offering in-person Communion with wafers and pre-filled cups. The pre-packaged wafers and communion cups will also be available.
- In the case of rain, two indoor services will be held. If weather is good, one outdoor service at 10AM will be held.

#### **Getting People/Families Involved in Worship**

- The team reviewed a Returning to Worship letter drafted by Pastor Paul, to families with children 3K through high school. The letter was sent in early June.
- Staff is also working to recruit families to help with parts of the services, including doing the readings, reading the prayers, lead the sharing of the peace and sharing the dismissal at the end of the service.

#### **Tech Grant Update**

- The new equipment has been ordered and delivered
- John and Dustin plan to do the installation
- They Synod has issued the grant check
- Recruiting volunteers
  - Target high schoolers who may already have the tech skills/knowledge
  - Maybe create a brief video
  - May need to ask people directly. Erica may have recommendations

#### **Praise Team Fundraiser for new iPads**

- Considering doing a concert—Sunday Secular service or possibly a Fellowship event

#### **Summer Worship**

- Began one service at 9 AM beginning Sunday, June 20<sup>th</sup>. Services to be held outside, weather permitting. In weather is bad, service will be held inside. No sign ups required. Thursday services are ongoing.
- **July 11<sup>th</sup>**--Pool Worship & party is scheduled for this day. A service will also be held in the worship center that day. Since Pastor Paul will be in the Boundary Waters with the H.S. youth; Deacon Ruth Schmidt has offered to serve as our supply preacher for the services on Thursday, July 8<sup>th</sup> and Sunday, July 11<sup>th</sup>.
- The Thursday, July 15<sup>th</sup> will be canceled since Pastor Paul will be on the way home from the Boundary Waters that day. Thursday worshipers will be encouraged to attend church on Sunday, the 18<sup>th</sup>.
- One or two families interested in joining Grace. A reception will be scheduled at a July service.
- Later in summer (late July), if the COVID situation continues to improve, we would like to consider moving services inside.



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- This will help set the stage for resuming our regular fall worship services and in-person Sunday School. It will also make things easier by not having to set up outside each week.
- Pastor Paul has asked the Council and the WPT to think about all the factors we need to consider in order to keep everyone as safe as possible.
- The August 15<sup>th</sup> service will still be held outdoors. This is VBS Sunday and also Pastor Paul's Farewell service & Retirement celebration.

### **YOUTH AND FAMILY MINISTRY COMMITTEE: (Jen Jacobson)**

**Katie:**

#### **VBS Update**

A HUGE thank you to all the Grace folks that donated VBS supplies and money for our tent. We have the entire tent paid for and every supply we requested will be donated. Certainly there are other things we will need to purchase, but this goes such a long way in keeping our costs down! It is always amazing to see this outpouring of support from the congregation. We opened registration up to the community. I am almost at my 75 child capacity already. We are going to be a little flexible with this number and may go over a bit, but we are not going to do the huge advertising we usually do and get back to 150 kids.

I have now filled all teaching spots as well.

Our VBS staff meeting is July 14.

#### **Families Return to Worship**

I have been working to reach out personally to every family with Sunday School age children at Grace. I'm encouraging them to sign up to help with a worship service. There are speaking and non-speaking roles available. Having a reason to come or "job" at church is a great way to help families return to worship. Whether you have kids or not, I would encourage you to sign up and help a week or two this summer: <http://www.gracegrafton.com/responsibility-signup.html> I will continue to intentionally reach out to families throughout the summer.

#### **Make a Splash for Jesus**

This event will take place on July 11.

I am working on putting together the camp-style service that we'll do at the pool before the open swim. We will have youth volunteers along with a few musicians help lead this service. We will continue to have a service at Grace this day as well.

We will be doing a free-will offering for the Boundary Waters Canoe Camp at the event.

#### **COVID Outreach Grant**

We continue to work on vaccine outreach. Pastor Paul and a few other local clergy will be recording a video sharing their story about why they got the vaccine.

We are also recording a video with Dr. Haggerman and an ALC student that we will be sharing as well.

#### **Sunday School**

We plan to have Sunday School in the fall. Rally Sunday will be September 19.

I have surveyed teachers, and many plan to return for the fall but a few are not comfortable and a couple have kids who have aged out (as happens every year). I will work on volunteer recruitment for Sunday School throughout the summer.

#### **Backpack Blessings**

We will do our "traditional" backpack blessing during the VBS service again this year. I am getting a Thrivent grant to cover the cost of the tags and Pastor Paul will lead the blessing



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during the August 15 service.

### **Party Planning**

Although my family was out of town for Pastor Heidi's celebration, it was wonderful to be a part of the planning process. Although it is bittersweet to have Pastor Paul retire, I am so excited for him and am looking forward to celebrating all his years of ministry at the August 15 service as well.

### **Other Business**

**November Craft Fair planning** – look to plan as normal; might have concern with food fundraiser. St. Paul's usually does craft fair as well, plan to check what they have for plans as well. Pastor Paul will check on this next week.

**Staff Support Committee update** – staff was good with the list, next step would be to ask. Need to determine the chair, 4 people total. Executive committee will split out list and ask. Pastor Paul will send out talking point and charter document, finalize this in next week. Look to get committee together by end of July.

**Returning to Indoor Worship** – July 11<sup>th</sup> will be indoors given there will be the camp-style worship at the pool. Then look to continue with indoor after that (July 18<sup>th</sup>). Need to make sure cleaning is kept up given the increased occupancy. Good to start this in the summer before fall and education hour, 2 services come back into full force.

**Pastoral Transition Process** – talking with Kristin from the synod on interim. No concerns on the process, Kristin is very responsive. James will briefly speak at upcoming service of where we stand now. Will work on getting spot on website – a timeline might be beneficial here. Staff is wanting to know if they will be able to meet interim before they start. When would they start, right when Pastor is gone or a few weeks after. Per Kristin, a few weeks lag time is common.

Kristin Nielson – sending copy of her notes from Pastor Heidi's exit interview; James will check up on this. Will also need to set up Pastor Paul's exit interview as well soon.

**Closing Prayer:** Pastor Paul