

BETHLEHEM LUTHERAN CHURCH  
CHURCH COUNCIL MEETING  
February 18, 2021  
Meeting held via Zoom due to COVID-19

Called to order by Pastor Jen at 6:19 pm.

Attendance:

Jack Paulson-Zoom  
Halley Harms-Zoom  
Robin Kvalo-Zoom  
Pastor Jen Johnson-Zoom  
Ruth Price- zoom  
Kory Anderson- Zoom  
Geoff Gilbert-Zoom  
Don Bender-Zoom  
Ann Ciske- Zoom  
Kerry Melby - zoom

Prayer by Pastor Jen

APPROVAL OF THE AGENDA

**Motion by Geoff Gilbert, second by Jack Paulson to approve the proposed agenda. Motion Carried.**

APPROVAL OF THE JANUARY MEETING MINUTES

**Motion by Ann Ciske, second by Kory Anderson to approve the January meeting minutes as submitted. Motion Carried.**

**Pastor's Report**

1. What do you see as the immediate needs of the congregation?
2. What do you see as the short-range needs of the congregation?
3. What long-term goals do you sense?
4. In what ways has God equipped this faith community to address these needs?
5. How is this faith community being called to address these needs?
6. What will the council's goals be for this 12-month period?

**Pastor Jen**

**COMMITTEE REPORTS**

Finance Committee

**1. Financial Update**

- We continue to be stable. We did not have to transfer money from savings this month to cover the mortgage. We are slightly down from last year's January's offering totals. We are at an advantage this year, however, because we do not have to pay out the \$2,900 quarterly interest for the loan certificate program. We also do not have the expenses associated with the youth mission trip as we did last year.
- 1099's were created and mailed.
- PPP Loans and Employee Retention Credit: BLC will not qualify for another PPP loan unless the rules change under another stimulus package under the new administration. However, if our revenues for Q1 or Q2 dip below 80% of the same quarter in 2019, we could claim a credit of up to \$7k per employee per quarter for only the first 2 quarters of the calendar year. Jerry is watching our quarterly financial levels to see if we qualify for something in the future.

### 1. **Annual Meeting/Annual Report**

We will be using the annual report for our presentation at the annual meeting. We will be celebrating that we are in a good position despite refinancing and the pandemic. Jerry will present and review the budget and the charts in the annual report, then suggest someone to make a motion to approve the budget.

### 3. **Job descriptions**

Janice is going to revise/update the job description roles for herself, Denise, and Julie.

### 4. **Audit**

Jerry will reach out to the audit committee and possibly set a date for March for the audit.

### 5. **Internet**

Our contract with Frontier expired and the monthly fees increased from approximately \$350 to \$500. Currently, staff is fine with the performance of the internet now; we have a 7MB plan. However, with all of the online worship services that we have been streaming, we may have a need for a larger plan in the future.

We have been considering switching to Spectrum, but the cost of installing the buried fiber-optic cable on the property would be \$8,000. After installation, the ongoing costs would be approximately \$200 per month, which would give us a 100MB plan

Janice recommends that we do a one-year contract with Frontier to buy us some time to consider our next steps. The one-year contract would lower our monthly fees and increase us to a 18MB plan. After further discussion, the Finance Committee recommends that we *extend our contract with Frontier for one additional year for the 18MB plan to \$260-\$270 per month*. This will give us some additional time to look into funding for the installation of Charter Spectrum in the future (we can check with local municipalities, thrivent, ELCA, USDA, etc.) to see if any grant funds might be available to help with internet access to help with installation costs.

Also, Jerry recommends looking into a breakdown of the phone line costs. We may want to consider a digital phone system, or teams audio, for some of those lines. Some of the analog lines must be maintained (for the fire alarm system, or others).

6. **Chair of the Finance Committee**

The Finance Committee will be looking for a new chairperson; the group will continue to discuss this. Janice can help with taking notes. Tania recommends recording the Zoom meetings so that someone can take notes after the meeting instead of during the meeting, if necessary. Tania may attend Finance meetings in the future as she will be helping to organize fundraising events.

Closing Prayer: Pr. Jen.

*Thank you to our members for their continued support of Bethlehem Lutheran!!*

Adjourn: 7:30pm

**Next Finance Committee Meeting:** Tuesday, March 2nd, **6:30pm**

Christian Education Committee Report

Sunday School- no updates given

Confirmation students will be using an activity calendar during lent focusing on serving the church, their communities and their family during the 40 days of Lent. No classes will be held until after Easter. It's our hope that at that time we can begin offering in-person classes outdoors weather permitting.

Confirmation students and mentors would like to host a "grab and go" Easter Sunday

**A motion by Don Bender, second by Geoff Gilbert to approve the "grab and go" breakfast sponsored by the confirmation students and mentors on Easter Sunday pending approval of the COVID task force approval. Motion Carried.**

Youth Group- No updates given.

Stewardship & Evangelism Committee Report

I would like to purchase special offering envelopes for Easter and Christmas. We would send them out the week before the holiday with a letter requesting a special offering for a specific item or items. The cost I saw online was between \$4.99 and \$8.95 for 100 envelopes. Julie probably has a normal source that has these.

Things I have heard uses for are outdoor movie night equipment and Church camp scholarships. We can do either, or say we are putting the money toward one and additional money will go to the other. Any combination, equipment and extra to the general fund for bills.....

But I think it would be important to ask for the money for something specific.  
Ruth

**A motion by Geoff Gilbert second by Kerry Melby to approve the purchase of the special offering during Easter for upcoming family events such as camp scholarships and equipment to host outdoor movie nights. Motion Carried.**

#### Worship & Music Committee Report

The Association of Lutheran Church Musicians sent us an email inviting us and other churches to participate in a virtual Easter hymn recording of “Jesus Christ is Risen Today”. Carla is organizing our participation which requires us to send in a recording of this song. We can then use it for Easter service and all copyright restrictions will be waived.

#### Lent & Easter plans include:

Ash Wednesday: 5:30 pm drive in service

Maundy Thursday: 5:30 pm in person and online

Good Friday: 1 pm in person and online

Looking into a Netflix watch party for “Jesus Christ Superstar” movie

Easter Sunday: Two worship services – 8:30 am and 10:30 am – capacity not determined at this time

Bagged Continental breakfast arranged by the confirmation students and families. This still needs to be approved by the Covid 19 Task Force.

#### Property Committee Report

Utility bills continue to be at all time lows. This latest round of sub-zero temps will change that no doubt, but won't be reflected until the March bill.

Del Molden wishes to express his thanks for all of the thank you notes he received from the Council for his hard work keeping our building and grounds in such excellent condition. Thanks Del!

Thermostats will be reprogrammed to reflect the return to limited in person services and Lenten activities.

Lawn mowing volunteers will again be needed. Don Bender has already volunteered!

#### Local & Global Committee Report

Quilters will start up again March 16. Some members are helping with food packing at the Food Pantry once a month.

### COVID-19 Task Force

Our January 26<sup>th</sup> meeting was canceled due to a scheduling conflict. Instead we discussed things via email. The team looked at the current Covid cases and because of the steady decline, it was decided to open church back up for worship starting Feb. 21<sup>st</sup> to 15 members. Wednesday night services will also start again. We will look at the Covid numbers every couple weeks and make adjustments as appropriate. The two fundraisers were then approved, but the members that brought them to our attention for approval decided they did not have the time to organize them at this time.

### Call Committee

The committee has completed two phases of its requirements. Based on the results of the Congregational Survey, Pastor Jen was informed that she would not be issued a call going forward. A very difficult decision on the part of the committee arrived after much prayerful thought. The Ministry Site Profile was completed and approved by the Council. It was forwarded to the Synod and will be provided to any prospective candidates.

The committee is currently in the process of developing a list of questions to put to any future candidate. Each committee member is working on the questions which will be consolidated at future meetings.

### APPROVAL OF THE COMMITTEE REPORTS

**Motion by Ann Ciske, second by Jack Paulson to approve the committee reports as submitted. Motion Carried.**

### Old Business

- Nominate new Council President- Ann Ciske has stepped forward to take on the role of the council president.  
A motion by Halley Harms, second by Kory Anderson to approve Ann Ciske as the new council president.

### New Business

- Approval of Kerry Melby to Council  
**Motion by Ann Ciske, second by Geoff Gilbert to approve Kerry Melby as a council member. Motion Carried.**
- Election of officers & committee liaisons  
**A motion by Ann Ciske, second by Don Bender to approve the nomination of Geoff Gilbert as vice president. Motion Carried.**

**A motion by Ann Ciske, second by Kory Anderson to approve the nomination of Halley Harms as secretary of the council. Motion Carried.**

Committee Liason's as follows:

Kerry Melby- Local and Global

Ruth Price- Stewardship and Evangelism

Jack Paulson- Property

Don Bender- Finance

- Easter/Christmas special offering letter/envelopes- motion approved in stewardship and evangelism committee report
- Spring Fashion Show- May 1st  
**A motion by Halley Harms second by Kerry Melby to approve the Spring Fashion Show on May 1st pending approval of the COVID task force. Motion Carried.**
- Training Discrimination, Diversity and Inclusion- Ruth is looking for resources from the synod to provide a training to the congregation on discrimination, diversity and inclusion.
- Late summer rummage sale- will be presented to the COVID task force at their next meeting.

**Motion by Kory Anderson second by Jack Paulson to adjourn the meeting at 7:22pm .  
Motion Carried.**

Next Finance Committee Meeting: March 2nd

All Committee Night: May 10th

Next Council Meeting: March 18th