

ST LUCAS UNITED CHURCH OF CHRIST

CHURCH COUNCIL MEETING - FEBRUARY

2/23/2021

MEMBERS PRESENT: Paul Simons, Joy Dressel, Debbie Ball, Justin Wenk, Jack Laudenslager, Don Lang, Marty Schmidt, Joanne Scheidt, Randy Jurgensen, Gregg Heutel, Dave Johnston, Al Lichtenstein, Carol Stelmach, Juanita Wagner

MEMBERS ABSENT: Marsha Fey

STAFF PRESENT: Vicki Hampton

The February 2021 Council meeting was called to order at 6:08 p.m. by Council President, Paul Simons.

OPENING PRAYER – Carol Stelmach led us with an opening prayer.

CONSENT AGENDA – Paul said there were 8 items in the Consent Agenda (listed below) and asked if anyone would like a document removed from the Consent Agenda for discussion. Dave said that the Cemetery Board did not have a report because the snow and ice postponed their meeting this month. Gregg said the same was true for the Building and Grounds Committee. Marty made a motion to adopt the Consent Agenda and Carol seconded. Paul asked if there were any objections and there were none. The Consent Agenda was adopted.

- January 2021 Council Minutes
- February 2021 Special Council Meeting Minutes
- November 2020 Draft Financial Statements
- December 2020 Draft Financial Statements
- February, 2021 Finance Committee Minutes
- January 2021 Membership & Evangelism Committee Minutes
- January 2021 Preschool Board Minutes
- Mission & Outreach Report

STAFF REPORTS – Pastor Vicki – Vicki said she is two days into her third week and it's been a really busy couple of weeks. She's had multiple zoom meetings (finance, coffee hours, staff, confirmation, virus task force, adult education and "others".) She's also met with Membership and Evangelism and Caring Ministry and has been preparing funerals for Norman Bast and Betty Nieters. Vicki said that setting up her laptop has been challenging but she is close to setting it up. She is also working on Lenten programs with Michelle and Megan. Lent messages will be going out on Wednesdays. Vicki noted that the Pre-School has had heating issues and enrollment is up. She said that the AV team is working on an equipment proposal to upgrade some audio visual things. Vicki is also trying to get in touch with Carol DeBasio about John DeBasio's passing. Paul asked her how things are going with staff. Vicki said she has met them all, except maybe not some custodians and not all the pre-school teachers.

OLD BUSINESS

- **June Schmitt Property** – Paul said he has talked with Robin Kaiser, the attorney who prepared June's estate documents. Robin sent Paul the Last Will and Testament to June's estate, as well as the beneficiary deed. St. Lucas is the owner of June's property at the time of her death. Joy Dressel and Bill Brinkhorst are the personal representatives for June's estate. Robin said we should get a realtor to sell the house and let Joy and Bill dispose of the personal property. All

the money from the estate will go in the General Endowment Fund. If we have any legal documents, the will names both Bill and Joy who will both have to sign documents. Joy gave Council members an update on the house. She said it now needs a plumber because due to the cold, some packing came out around some pipes and there is now a leak. The water company turned off the water to the house temporarily until it can be fixed. The bills for utilities are due and should be paid from a church fund but Joy said Debbie Heagle wasn't sure which fund she should use to pay. (We are liable for any bills on the estate at the time of June's death.) Paul told Debbie Heagle to pay the bills for now so there are no late fees. Don asked about insurance on the house and should it now be in the name of St. Lucas? Joy said she left a message with the insurance agent about payment that is due now and will also tell them that the church needs to be named as the insured now. Joanne asked about the rental houses and how are they insured. Paul said he hasn't looked into those policies yet. Paul said we need a motion to appoint Bill Brinkhorst and Joy Dressel as agents for the church with the authority to dispose of the personal property of June Schmitt as they deem appropriate.

Dave Johnston made the following motion and Marty Schmidt seconded it:

Council appoints Bill Brinkhorst and Joy Dressel as agents of St. Lucas United Church of Christ with the authority to dispose of the personal property of the Estate of June Schmitt as they deem appropriate.

The motion passed unanimously.

Joy then said there isn't much left in the house (furniture, display cabinet, collection of figurines, etc.). Jack suggested donating the furniture to Goodwill. Joanne agreed that donating might be the best idea. Carol said maybe there are some Lindbergh families in need. Dave said working appliances might be left in the house at time of sale. Don said that if Joy's grandkids want stuff first, give it to them, since they had helped move June in the past.

- **Electronic Meeting Procedures** – Joy gave an update that the task force has not met yet, but are working on dates that are available for all to meet hopefully next week. Joy has read through the sample material pertaining to this procedure and has made some notes.
- **Rental of Sexton House** – Paul said it's available for rental now. Paul proposes that we use Deca for the sexton's house as well as the parsonage house, which Deca is handling now. Dave said Deca is a good company to use and he recommends using them. Deca knows the property already. They have handled it before.

Dave Johnston made the following motion and Joy Dressel seconded it:

Council appoints Deca Realty as property manager of the rental property at 11825 Denny Road.

There was no discussion. Motion was unanimously approved.

- **Roof Repair/Cool, Safe and Dry Funds** – Don Lang gave a Presentation on the Cool, Safe and Dry campaign. Don said the Cool, Safe and Dry campaign started in 2016 and had 5 phases. We've completed funding of the first 4 phases. The only one left is the sanctuary roof. Estimate around \$100,000 to replace the newer portion of the roof. Roof installed in 1971 and is past its useful life span. Building and Grounds gave a proposal to replace roof with similar materials in color and appearance to the old church slate roof that are highly durable and will give us a long life. Since then, Building and Grounds has been working on leaks throughout the complex and gutter issues and they found a roofing company called Old World Roofing that believes they can extend the life of the current roof by 15 years. Old World Roofing would clean it, repair

damaged roofing tiles, repair flashing and guttering for approximately \$43,000. Building and Grounds originally was looking at a different type of system (not a person climbing on the roof). Old World will use a cherry picker to do this job. At the last finance meeting we looked at 3 options. Option 1 is to continue to collect funds for Cool, Safe and Dry (\$100,000), lock that money away in an account for use in 15 years until the roof needs replacing. We would then have to find another source for funding the current roof repair needs. Option 2 is to utilize existing Cool, Safe and Dry funds for repair of the roof, which will extend the life of the sanctuary roof for 15 years. This would consider the Cool, Safe and Dry campaign complete. Option 3 - Something Else? – This would be to use existing funds to repair the sanctuary roof with will extend the life of the sanctuary roof for 15 years. We would continue to collect money for the Cool, Safe and Dry campaign for emergencies. The Finance Committee proposed Option 2. We would then consider the Cool, Safe and Dry campaign complete and shut that campaign down.

Don Lang made the following motion and Gregg Heutel seconded it:

The Council recommends the use of the monies in the Cool, Safe and Dry campaign collected for the sanctuary roof to go to the cleaning, repair of damaged roof tiles, flashing and gutter protection system repair and or replacement on the new sanctuary roof section of the church. Approximate cost \$43,000. Further, the council recommends the use of the monies from the Lorine Nolan bequest to fund the roofing, flashing and guttering protection system repair and replacement for the remainder of the church. Approximate cost \$102,000. This is to be presented to the congregation at the May meeting for approval.

Joanne said we should use the current funds and shut down the Cool, Safe and Dry campaign. Justin asked about the bell repair. Will the bell work be included in this? Don said the bell work and bell roof will not be included. Paul said we still have to address the other unfunded items. The motion passed unanimously. Don would like us to audit the donation money and the expense money just to make sure the reports are correct. This audit will be discussed at the next Finance Committee meeting.

- **Other Old Business** - None

NEW BUSINESS

- **Social Justice Liaison** – Donovan Larson would like to have a Council Liaison to the Social Justice Committee. Marty Schmidt volunteered to be the representative.
- **Council Conversation Participation** – Paul said that some Council Members will meet with the congregation once a quarter. The first one will be on March 14 by zoom. Paul will send out an email needing 3 or 4 members. This is an informal meeting. Don said it used to be a lot calmer than the ones we had previously two years ago. Dave suggested maybe an evening meeting might be better. Paul is trying to mimic a normal Sunday morning after church meeting. Paul said at the coffee hour on Sunday mornings we typically have about 25 people, talking socially.
- **Paycheck Protection Program Loan #2** – Jack explained that the Paycheck Protection Program is a program through the Small Business Administration where small businesses can apply for a loan – a government sponsored program during COVID. St. Lucas got the loan last year. Last month they came up with another program #2 for small businesses, churches, etc. There is a requirement that your total revenue in any one quarter has to be 25% less than it was in the previous year. St. Lucas has a drop of 35% in the second quarter of 2020 versus 2019. The Finance Committee said the preschool wants to apply for the second loan too because they had no income in the second quarter of 2020. Not everyone on the finance committee thought we

needed it, but others felt we should because we are using some of the Lorine Nolan money to fix the roof and giving numbers are uncertain for this year. So far we are down a little bit in offerings. So the Finance Committee recommended applying for a second PPP Loan. We have until March 31 to get our application in. Pastor Vicki said the loan will be forgiven as long as you spend 80% of the money on your payroll and you didn't have a reduction in payroll. Dave asked Al where we stand on the forgiveness on the first loan. Al said he has the form to fill out and give it to the banker. The banker said to submit it through a portal but they don't have it set up yet, hopefully by the end of March. Al thinks we won't have a problem with the forgiveness. Joanne asked how far down giving is year to date compared to last year. Jack said it is down 22% from last year. Gregg said Quarter 4 of 2020 was strong but he feels January 2021 and February 2021 will be down.

Jack Laudenslager made the following motion and Carol Stelmach seconded it:

Council approves the application for a second Paycheck Protection Program loan in an amount not to exceed \$150,000.

Dave asked what amount we are asking for? Jack said it asks for the average monthly payroll, multiplied by 2-1/2 months for the amount of the loan. You have to use it within six months. Jack feels it will be less than \$150,000. Al said the first one was \$144,500. The motion carried unanimously.

- **Young families** - Don brought up the topic of bringing in young people and bring them back to church. He asked if anyone has talked to the Special Events Committee about an Easter Egg Hunt? Paul said he had an email from Barb Coughlin and she said the Special Events Committee is working on an Easter Egg Hunt.
- **Members leaving** - Joanne mentioned we talked about how to get young people back, but we should "watch our back door." Joanne recently was told by a recently-departed member, who is a top worker at church in non-covid times and a top giver, that they received an email from the Membership & Evangelism Committee concerning their departure that simply said, "Sorry, we'll miss you." Joanne was disappointed in this response. She asked if there was a protocol for contacting members who are considering leaving the church. In the midst of this, Joanne was told that there was a secret Facebook page being used by certain members of the church. Paul said there is a group of members who were meeting, with the approval of Bill Smutz, to come up with ideas to unite the church. The intent was to come up with mission-type projects in which the congregation could participate so that the church's focus was on mission and not divisiveness. This resulted in the restarting of the Backpack Program, providing meals to an overnight shelter and collecting and distributing winter clothing. Marty spoke about the reason for the formation of the group a couple of years ago, due to the way the Council election went. Gregg said we've lost over half of our membership in the last few years. Gregg said maybe procedures should be changed. Discussion followed regarding Facebook groups and the message being sent by Membership and Evangelism. Don said we should have the chairperson of Membership and Evangelism come to our council meeting. Pastor Vicki would prefer to hear more from Joanne first before we bring someone before Council because she doesn't think it is appropriate for Council to dictate protocol to Membership and Evangelism. Joanne said a conversation about establishing a protocol for Membership and Evangelism should be had by the council. Don said Vicki, Paul and Joanne should meet and report back to us. Don wants it as an action item for next month.

- **Carol asked about the Cemetery Board.** Are they moving forward to put their records in a digital format? Dave will try to report next month on this.
- **Carol asked about a timeline on getting back into the church for worship** – Marty said the COVID task force has a loose timeline. The church is opening up for groups meeting again and this information will go out in the Council Corner. There are some protocols for groups meeting. Getting back to worship will take some time and it's the highest thing on the COVID task force's agenda.

ADJOURNMENT WITH THE LORD'S PRAYER – Marty made a motion to adjourn and Don seconded. The meeting adjourned at 7:46 p.m. with Pastor Vlcki leading us out with the Lord's Prayer.

DATES TO REMEMBER

- March 14 – 10:15 a.m. – Council Conversation Zoom Meeting
- March 23 – 6:00 p.m. – Council Zoom Meeting

*Respectfully submitted,
Debbie Ball
St. Lucas Council Secretary*