

**IMMANUEL LUTHERAN CHURCH
COUNCIL MEETING
10-15-2020: VIRTUAL**

October 2020 Council Meeting Minutes

Call to Order: 1830

Present: Michael Saterbak, Pastor Paul Brown, Kevin VanHooser, Diane Elsenpeter, Shirley Miller, Pam Zentner, Donna Kriesel, Kali Kadelbach, Ruth Carlson, Heather Horazuk, Dawn Bordeaux

Absent: George Walker, Jr., Marni Gustafson, Eric Bjurman, John Monson

Devotions: Michael

Consent Agenda

1. September Council Meeting Minutes
2. Board Reports

Dianne motioned to consent the agenda and was seconded by Shirley. Motion carried.

Pastor's Report:

Giving is down by at least \$3000 compared to this time last year. Two reasons were given: absence of loose-plate offering and coffee hour free-will offerings. Otherwise, no further updates from initial report.

Youth Director's Report: Kali

There is a need for 7 confirmation mentors for the 6th-graders. Otherwise, no further updates from initial report. Discussion of cookie walk added to New Business.

Treasurer's Report: Heather

1. Reiterated Pastor Paul report of \$3000 deficit from this time last year.
2. Reviewed Statement of Financial Position.
3. Working on PPP loan forgiveness.

Old Business

1. **Dawn's position:** Dawn. July 31, 2020, was Dawn's first-year anniversary as the church secretary. She was hired in at 48 hours per pay period (PPP.) She did an audit of her hours worked and reports that there were 16 pay periods in which she worked greater than **58** hours and **of those, 14 pay periods were over 60 hours**. Due to the amount of hours she is averaging per pay period, **there is a question if she should be entitled to health benefits. In order to be awarded health care benefits, she would need to be made to be full-time.** ~~or she may have to seek other employment.~~ At 1900, Dawn excused herself for the remainder of the meeting.
Council discussion: Can the church afford to provide her health benefits (family plan?) Do her hours need to be increased to accommodate the justification for providing benefits? The expectation is that she, the employee, would contribute toward the premium. She has

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demonstrated that she is competent in her work and has contributed much. There are many facets to her job, and replacing her would be burdensome. That said, there is no plan to provide health benefits until information is obtained on health-care coverage. Michael will start gathering quotes. If council approves this later, Dawn's insurance will be part of the 2021 budget.

2. **Smart Team Update:** Shirley. The Smart Team is still adhering to the guidelines put forth by the Center for Disease Control (CDC.) There is a COVID-19 protocol and Frequently Asked Questions (FAQ.) The ~~Smart Team~~ **office staff and executive committee** will develop an action plan should any staff become ill.
3. **Constitution:** Michael. Immanuel's constitution needs to be updated to comply with the synod's model constitution. This will be an approximately two-year project to **review** the current constitution. At this time, the following persons have agreed to serve on the committee to **review and make changes to the constitution before ratification by the congregation** : Michael Saterbak, Shirley Miller, Pastor Paul Brown, Dale Mueller, Dawn Bordeaux. The following persons have been suggested participants: Susan Bartholomew and Tom Meinz, although, it was mentioned that six persons would be adequate. Shirley will call to inquire. After the committee members have been confirmed, the first meeting will be set.

New Business:

1. **Budgeting:** Mission and Outreach (M&O) and Congregational Life and Worship **have submitted their budgets for 2021. All other committees still need to do so. Budgets due to Michael by November 10, 2020.**
2. **Finance Committee:** **I have no notes on this point.**
3. **Tammy PPP to cover time away.** Our housekeeper, Tammy was out of work due to her child having a classmate positive for COVID. Her child was quarantined and Tammy was out of work. Neither Tammy or her child were ill with COVID. Someone put forth if she should still be paid from the PPP funds. After discussion, it was decided to let this go unless something comes up in future.
4. **Stewardship:** Pastor Paul mentioned that members need to be asked who needs offering envelopes and or labels for 2021.
5. **Fall Clean-up:** Michael had Scott's Lawn Care out to clean up cemetery. Volunteers are needed to clean up church property including the several flower/shrubbery beds. ~~Shirley added that the volunteers to keep the beds clean would likely do the same for fall cleanup.~~ Michael will ask Jensine to post about the need in the email and Facebook groups.
6. **Cookie Walk:** Due to Smart Team guidelines, the cookie walk will not occur this year. Michael will speak with Kali.

Next meeting: November 19, 2020 @ 6:30 pm

Devotions: George

Lord's Prayer

Pam motioned, seconded by Donna to adjourn the meeting.

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Meeting adjourned: 8:15 pm

Respectfully submitted,

Pamela Zentner

Council Secretary