

IMMANUEL LUTHERAN CHURCH  
COUNCIL MEETING  
NOVEMBER 19<sup>TH</sup>, 2020

**November Council Agenda**

**Call to order:** 6:30 pm

Present: Pastor Paul Brown, Michael Saterbak, Pam Zentner, Shirley Miller, Donna Kriesel, Kevin VanHooser, George Walker, Jr. Eric Bjurman, Ruth Carlson, Heather Horazuk, Dianne Elsenpeter, Marni Gustafson, Kali Kadelbach, Dawn Bordeaux

**Absent:** None

**Devotions** – George

**Consent Agenda**

- October minutes
- Board reports
- October Smart Team Minutes

George made the motion, seconded by Marni to consent the agenda. Motion carried.

**Pastors Report:** Pastor Paul

**Youth Directors Report:** Kali

**Treasurer's Report:** Heather. \$7800 after payroll this week. Observed there is a significant decrease in offerings in quite some time. Heather will update congregation in The Epistle. Heather is also working on the PPP loan forgiveness. Dawn suggested starting the application process sooner than later.

**Old business**

- **Copier:** Dawn presented information that switching copy services to Loffler could result in significant savings for the church. Dawn, Kevin, and Brenda Crawford want to further explore the Loffler bid. Kevin made a motion, seconded by Donna to give the trio the power to make an informed decision of which bid to accept. Motion carried.
- **Smart Team Recommendations/Statement:** as stated in the minutes.
- **Livestream project update:** New equipment has been installed and the first Livestream was on 11-18-2020. Positive feedback was provided. Continued research and work will be done to improve the livestream experience.
- **Staff Keys:** Dawn. Kali is requesting an interior key. Dawn said there are no extra keys at this time. There was an issue with the lock outside door next to the office. Lockstar has since swapped the door mechanisms so that keys will run the lock only and bypass the crash bar. Keys should work now. Shirley made the motion, seconded by Eric to obtain 4-5 more interior keys as soon as possible, and that Kali will be issued an interior key. Motion carried.

**New business**

- **Fundraiser request:** Request to sell Christmas Bells outside west entrance. Funds to Principal only and 10% to the Princeton Pantry. Pam motioned, seconded by George to approve the request. Motion carried.
- **Cemetery guidelines** – membership provision question: After council reviewed the cemetery guidelines, Pam motioned, seconded by Shirley, to accept the drafted cemetery guidelines as a working document.

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- **Budgeting and staff considerations:** meetings to be held with three staff members: Dawn, Tammy, and Ken. Michael has researched insurance plans for Dawn, and it was noted that the church is unable to afford the rates. This will be discussed during Dawn's review.
- **Staff action plans:** what is the action plan should staff become ill with COVID? Pastor Paul stated that staff action plans have been formed in case of emergency and will be sent to council members.
- **Nominating committee:** Meeting on Monday, November 23. There are two off-going council members, and one vacancy due to the resignation of John Monson.
- **Stewardship update:** Stewardship Sunday is November 22. Letters and pledge cards were mailed out to members.
- **Annual meeting:** Reports for the annual meeting are due on January 5<sup>th</sup>.
- **Inactive Member list A-G removal from rolls:** Dawn has been working on cleaning up the membership list in anticipation of transitioning from Shepherd's Staff to Breeze. She expressed difficulty in finding details of membership due to the various files in which the information is kept. After much discussion, Kevin made the motion to remove the names of, "non-members." Letters will be sent out to, "inactive," members, which will afford them the opportunity to have their names removed from membership or transition back to active member status. Shirley seconded the motion. 13 approved. 1 disapproved. Motion carried.

**Paper products/ordering supplies.** Dawn: reiterating that all ordering to be done through the office. No vote needed. Michael will speak with Ken regarding this.

**In-Person Worship:** Pastor Paul suggested in-person services will be suspended until the end of the year. Eric motioned, seconded by Kevin to approve the suspension of in-person worship until December 31. Motion carried.

There are plans for an parking lot service on Christmas Eve. Worship and Congregational Life to follow up on this.

**Prayer** - Pastor Paul

**Next meeting:** December 17, 2020, at 6:30 pm.

**Devotions:** Shirley

**Adjourn:** Donna made the motion to adjourn the meeting and was seconded by Dianne. Motion carried. Meeting adjourned at 8:45 pm.

Respectfully submitted,

Pamela Zentner

Council Secretary