##  **Minutes from Christ Our Shepherd Lutheran Church Council Meeting**

**Monday September 27, 2020**

**Members Present:** Don Livingston, Rick Burnett, Pastor Fritz, Pastor Miriam, Bernice Huie, Mike Oliver, Robbi Martin, Molly Breckling, Lisa Manthey, Sue Byers, Eric Jakubowski, Mark Bunker

**Guests Present**: None

**Members not present:** None

The meeting was called to order at 6:30 by Council President Don Livingston.

This meeting was conducted via Zoom video chat.

**Devotional**:

The devotional was given by Mike Oliver.

He discussed how music plays a part in our daily lives and in the life of COS. 64 verses in the Bible discuss music, such as Colossians 3:16--*Let the word of Christ richly dwell within you, with all wisdom teaching and admonishing one another with psalms and hymns and spiritual songs, singing with thankfulness in your hearts to God.* Mike expressed his appreciation for the musical gifts present within COS. He mentioned that his thought about a music-themed devotion came from watching the CMA awards show, in which a black singer, Kane Brown, sang a song called “Worldwide Beautiful” (link to music video and lyrics are below).

<https://www.youtube.com/watch?list=RDj2No_nowXsw&v=j2No_nowXsw&feature=emb_rel_end>

The words are important, they give hope and a unifying message.

White churches, black churches
Different people, same hearses
It's kinda hard to fight with each other
Laying down in the ground, six under
At every show I see my people
They ain't the same but they're all equal
One love, one God, one family

You're missing every color
If you're only seeing black and white
Tell me how you're gonna change your mind
If your heart's unmovable
We ain't that different from each other
From one to another, I look around
And see worldwide beautiful

Thank God, thank God, thank God, thank God,
Oh, thank God, thank God, thank God, thank God,
Coast to coast, city to city
Reach out your hands if you're with me
Still got some work but we still got a dream
Every shade, every heart come together and sing
Oh, thank God, thank God, thank God

You're missing every color
If you're only seeing black and white
Tell me how you're gonna change your mind
If your heart's unmovable
We ain't that different from each other
From one to another, I look around
And see worldwide beautiful

One love, one God, one family (One family, y'all, c'mon)
One love, one God, one family (Worldwide beautiful)
One love, one God, one family (Worldwide beautiful)
One Love, one God, one family (Sing it with me)

You're missing every color
If you're only seeing black and white
Tell me how you're gonna change your mind
If your heart's unmovable
We ain't that different from each other
From one to another, I look around
And see worldwide beautiful

Mike closed with one more verse, Ephesians 5:19-20*— “Speaking to one another in psalms and hymns and spiritual songs, singing and making melody with your heart to the Lord; always giving thanks for all things in the name of our Lord Jesus Christ to God, even the Father.”*

**Pastor Reports:**

Pastor Fritz:

Pastor expanded upon many items in his written report:

-He and Don Livingston are going to conduct another “Leadership Update” with the congregation via Zoom. Date and Time are TBD.

-Pastor Miriam will head up the 3rd round of the COS call tree.

-His “Word from Wiese” short reflection has been taken out of the Thursday Constant Contact emails and given its own stand-alone Wednesday email. Initial results are encouraging.

-He commended COS for having 2 online services each Sunday and 6 weekly worship opportunities overall. We are in the definite minority of churches that have been able to upkeep such a plentiful and diverse worship schedule.

-He emphasized that COS is still requesting in-person worship attendees to register online beforehand, but that walk-ins are always welcome.

-Finally, he commented on how good the Palmetto Road property looks.

Pastor Miriam:

Pastor also emphasized how sign-ups for worship attendance were good, but anyone would be welcomed at the door as well.

-She rehashed the many weekly worship opportunities available.

-She also listed some of the many groups that are currently using COS spaces for their weekly meetings. In particular, she relayed how thankful AA and Al Anon were for the opportunity to still have a place to meet when so many other locations simply closed down during this pandemic. She emphasized that all groups using COS are observing social distancing, requiring masks, and conducting health assessments of their attendees.

-In light of the ongoing group meetings at COS, she emphasized that people should not just assume that space will be available to accommodate any activity they may want to do at the church, and that people should check with the church office ahead of time to schedule the appropriate location for their activity.

-She mentioned that the technology transition was ongoing with Integritek. Although there’s been some hiccups, she’s happy with the process overall. The phone situation is still a work in progress.

-She relayed that Bob Adkins was interned in the columbarium on Sep 27th.

-She spoke highly of the energy, passion and joy of Ingred as our new Dir. Youth and Family Ministries.

-Finally, she informed council that there would be a 3rd round of calling all COS members to connect with those that can’t be together physically right now.

**Financial Report:** Mark

-Mark presented the August financial report and answered several questions pertaining to it. Overall, giving was 6% above budget and expenses were below. We still incurred an overall loss for the month, but we are still about $20k better for the year than what had been budgeted.

-He talked about COS restricted accounts, which currently hold roughly $500k. He is continuing to investigate the restrictions on these individual accounts, and whether any of them could be used within their restrictions for various church activities.

-He updated council on the PPP, stating that he was finishing up the application to request forgiveness of our loan in accordance with the PPP authorization. He stated that we should receive a 100% forgiveness of our $107k loan. Our current balance sheet does not reflect this because the loan has not officially been forgiven yet. Once it is, we will show $107k of additional income for the year.

**Personnel** Molly

-The Personnel Team has been busy making several modifications to current job positions, as well as crafting the documentation to create a new position on the COS staff. Three motions were introduced:

1. *“The Personnel Committee moves that Council approves the Job Description for Director of Technology or Worship and Presentation.”* Motion made by Don, seconded by Bernice. Passed unanimously.
2. *“The Personnel Committee, having consulted with Bill Porter regarding his changing duties during the last six months, move that he no longer serve as Director of Connecting Ministries, but instead that he be named Director of Technology for Worship and Presentation.”* Motion made by Robbi, seconded by Miriam. Passed Unanimously.
3. *“The Personnel Committee moves that Council approves the revised Job Description for Director of Connecting Ministries.”* Motion made by Don, seconded by Molly. In subsequent discussion, the motion was modified to note that the position would be for “*up to 24 hours per week*” vice the originally proposed “*18 hours*.” New motion made by Don, seconded by Robbi. Passed unanimously.

-Additionally, the COS Council approved via email vote to offer Ingred Humbolt the Interim Director of Youth and Family Ministry position.

**Facilities Maintenance Team:** Lisa

-A motion to was made by the FMT to purchase and install video surveillance cameras at the Palmetto Road facility. The motion read:

 “*Permission to have 4 cameras purchased at a cost of $1,875, and installed by COS volunteer Kurt O’Clair. In addition, COS will enter into an agreement with Nulink internet services for a cost of $63/month. Both of these items have the approval of the Finance Committee.”* The motion was made by Don and seconded by Robbi. Discussion ensured concerning budgeted verses CTA (Call to Action) funds. It was agreed that the FMT has the funds in their current budget to accommodate this request. The motion passed unanimously.

-A short discussion began about the next steps for Palmetto, including sewer and water access. It was reiterated that we are still working with TSV (Two Sparrows Village) on a scaled-down proposal (no on-sight living, just therapeutic type facilities), and with the city of Tyrone to try to get the property annexed.

**Congregational Governance:** Don

-Don asked for council members willing to serve on a governance committee for the limited purpose of reviewing the exhaustive work that Bob Spruck had done in bringing our governing documents both up to date and in-line with current ELCA guidance and recommending to council which edits to accept/modify/decline. Robbi has agreed to be on the committee, but she needs at least 2 more volunteers.

**Administration**

-The August Council Meeting Minutes were approved unanimously after a motion by Robbi and second by Rick.

-Audit update. The audit committee has been formed and an accountant has been hired to conduct the audit. This is the same accountant that performed COS’s last audit several years ago. The accountant’s rate will be $1500, the same as our last audit.

-Congregational connectivity. Mike brought up concerned he had heard from several members about the lack of ability to either reach the church office or access the facility during the week. Pastor Fritz noted that the staff have begun holding regular office hours on Tuesday and Thursday from 10am - 12pm to allow members to come to the church office. Additionally, anyone who has a loved one interned in the columbarium has been given a code to be able to gain access through the main church doors at any time.

**Communications/Website:** Don

-Report pushed to next month due to time constraints.

**COVID Exposure Policy**

-Eric delivered a draft COS COVID Exposure and Tracking Response Policy Letter to the council for their consideration. COS staff also has the draft so they can look through it for possible edits as well.

The meeting was adjourned by Don. We remotely closed with the Lord’s Prayer together.

The next regular monthly council meeting will be Monday Oct 26th.