St. Paul’s Lutheran Church - Board of Directors Meeting Minutes

 June 30, 2020 (via conference call)

2020 St. Paul’s Board of Directors present:

Zac Huffman, Tom Cook, Bernice Prescott, Cyndie Dixon, Jen Houck, Diane Segelhorst, Pastor Dave, Pastor Teklu

Not present: Rick Wood

The meeting was called to order at 5:32 p.m. Opening prayer was offered by Pastor Dave, giving thanks for our being the people of God and asking His blessing on our conversation as we give Him the glory and serve His people. Pastor Dave prayed for unity between the congregation and the new pastor.

The minutes of the June 22, 2020 BoD meeting were approved as presented.

Pastor’s Report

 - Pastor Dave’s closure meeting and exit interview are scheduled for July 2 at 9:00 and 10:00 a.m. respectively. The closure meeting will serve as a wrap-up and review of the accomplishments of the pastor and congregation during his period of service. The exit interview will include a discussion of the activities and ministries that went well and those that didn’t, with identification of improvements needed. Following the meetings, some summary information will be provided to the congregation.

 - Pastor Dave will provide coverage during the week of July 6, specifically for any emergencies that may occur.

 - The Sunday, June 28, service via Zoom was reviewed. The team attempted to improve the audio transmission but still experienced some static. Overall the BoD found that the service went well.

Open Items from Last Meeting:

1. The live streaming setup is scheduled for July 1, with Rick Wood and the worship team. The goal is to have the system operational for the July 5 and July 12 services.
2. The CCCC restock food drive was held on June 27, with excellent results from the congregation. The food has been delivered to the pantry at St. Elizabeth Seton church.
3. An update was provided on Charlton’s request to use inside or outside facilities for youth ensemble rehearsals. Jane Felsentreger has discussed the request and needs with Charlton. It was noted that we are not yet ready for outside groups to use the inside facilities of the church. The BoD approved by consensus that Charlton may use the parking lot for his rehearsals, at days and hours to be agreed upon in discussion with Zac. Restrooms may be used on an emergency basis only.
4. Pastor Dave has talked to the leader of the area AA groups. A meeting will be held in mid-July, date to be determined, to discuss St. Paul’s reopening for use by outside groups including AA. August 1 is the tentative date under discussion, assuming there is no uptick in COVID19 cases in Anne Arundel County. It was suggested that all outside groups will need to maintain attendance records, to be provided to the county if contact tracing becomes necessary. Arrangements will also need to be discussed and put in place for cleaning between uses. No outside uses will be available after the facilities are cleaned for our weekly services.

Current Agenda Items:

1. Pastor Teklu’s ordination and installation service will be held on July 12. Special guests have been sent invitations by Pastor Dave. Pastor Schaefer will conduct the ordination and installation; Pastor Maack will attend. Pastor Yared Halche will speak.
2. The July newsletter is being prepared. Submissions are due to Cyndie Dixon by Friday, July 3.
3. The congregational meeting will be held on July 26 via Zoom or in person. Committee reports will be presented.
4. The reopening ad-hoc planning committee continues to meet and work on logistics.
	1. BoD members have been provided the health screening document for review. A comment was received to clarify that facial coverings must be cloth masks. The BoD approved by consensus that the document be published for the congregation, with the edit noted.
	2. A reopening walk-through is scheduled with Pastor Juan of LifeBridge for July 1. Zac will review with him the protocols we have set for use of the facilities, including that the kitchen and nursery may not be used. LifeBridge will begin services on July 5.
	3. Cover All is scheduled to resume cleaning services on the night of July 10 or the morning of July 11. Zac will request that they also come the weekend of July 4, to prepare the building for opening on July 5. Any change in the monthly charges is yet to be determined. Cover All is being asked to clean the entire facility, sanitize all touch points, and thoroughly clean the restrooms.
	4. Services are planned for July 5 and July 12, and the anticipation is that Sunday morning services will continue thereafter, with the same protocols. Overflow crowds are anticipated on the July 5 and 12, with the hope that the services can be live streamed into the fellowship hall. Congregants have been asked to respond if they will be attending one or both services. Seating may be assigned on a first come first served basis, with overflow seating in the fellowship hall. Persons without email will be called about attending.
	5. The CCCC representatives have requested to reopen for clients on August 4; BoD approved the request. Appropriate social distancing will be maintained.

1. Hard copies of the new St. Paul’s directory will be printed, likely in early August, with all changes from the on-line version incorporated, including photos of the pastoral family.
2. Service Views:

 - March 29: 118 April 9: Maundy Thursday - 40 April 19: 52

 - April 1: 29 April 10: Good Friday - 37 April 26: 43, 44

 - April 5: 104 April 12: Easter - 42 May 3: 38

 - May 10: 28 May 17: 36 May 24: 34

 - May 31: 34 June 7: 25 June 14: 36

 - June 21: 34 June 28: 43

The meeting was adjourned at 6:25 p.m.

Respectfully Submitted,

Bernice Prescott, Secretary