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

September 8, 2021

2021 St. Paul’s Board of Directors Present: Zac Huffman, Bernice Prescott, Jen Houck Pastor Teklu

Absent: Cyndie Dixon, Carol Cook, Rick Wood, Diane Segelhorst

The meeting was called to order by Zac Huffman. The opening prayer was led by Pastor Teklu, who thanked the Lord for His protection and grace toward us and for His gifts in our lives and ministry and asked for His continued guidance as we carry out the work of His church.

The minutes of the August 11, 2021, BoD meeting were reviewed and approved.

The treasurer’s report for August, 2021 was reviewed:

- August Budget Status: **90.14%** of goal, down from July’s level of 95.53%

- Offerings YTD: $111,109.79; under goal: (**$12,389.85)**

- Expenses YTD: $117,928.53; under budget **$4,395.03**

- Overall YTD: all income minus expenses **$6,889.08**

- Pr. Teklu’s $50,000.00 housing agreement paid on September 1, 2021. This advance for the purchase of a home will be redeemed at the rate of $5,000 per year of service at St. Paul’s, per the agreement the church provided for pastoral candidates.

- 2021 budget: $183,485.16; $3,528.56 income per week is needed to meet the budgeted expenses

-The treasurer’s report was approved.

Pastor’s Report

- The pastor reported numerous family and hospital visits this month and continued meeting with the prayer team weekly; cards are sent to all people for whom the team prays specifically.

- Adult Bible study continues in the Book of Acts; class is going well, with an average in-person and Zoom attendance of 12 to 15 persons. More people are encouraged to participate.

- Confirmation class resumed on September 2, with the addition of one new member.

- The September sermon series is titled “Faith In Action.” The advisory team meets with Pastor Teklu to help pick topics and discuss resources; the team also reviews the results of the discussions and makes recommendations.

- The next ministry and staff planning meeting is scheduled 7PM September 22, 2021. This meeting will focus on Strategic Plan activities for the 3rd and 4th quarters. Discussions included goals, children’s activities, men’s activities and Oasis. Oasis is being modified to a once a month, two-hour event featuring fellowship, devotions, refreshments, and games. Oasis will be held in September and October. The children’s musical activity is being postponed due to the COVID surge, and will begin at a later date. Other than that, all initiatives planned for the 4th quarter will be accomplished.

Open Items from Last Meeting

1. New Movers Outreach - Mapping Center for Evangelism & Church Growth: It was reported that the first mailing of 25 letters was sent on August 11, 2021. The second mailing of 25 letters was sent on September 1, 2021. The team has refined the process and resources used to select the recipients and is off to an excellent start.

1. Narthex Insulation: It was reported that the contract was signed on August 26, 2021, with the Cameron Group, at a price of $14,585.00. The project has not yet been scheduled but is expected to take two to three days to complete.
2. Church Cleaning Service: A meeting with Lifebridge is scheduled for September 10, 2021 to determine if they are interested in taking over this contract from

CoverAll. When they have cleaned on an ad hoc basis, the results have been very good.

Current Agenda Items

1. Reopening Ad-Hoc Planning Committee: The mask mandate for all users of the facilities remains in place. There was no other update.
2. Strategic Plan: Updates on 3rd and 4th quarter activities:

- Oasis: the new format will commence on September 18, 2021

- Hospitality Team outreach has been implemented

- Men’s Wednesday morning Coffee Club was initialed August 25, 2021, with a typical attendance of 7 to 9 men. Consideration is being given to a Friday evening or Saturday morning activity as well, specifically for those men whose work schedules preclude mid-week events.

- Planning for children’s musical activities is in progress

- Planning for the children’s choir is in progress

- Plans for 2022 will be discussed at the October ministry meeting.

1. Streaming Video & Audio: Work is in progress towards streaming both services, and the Tech team is seeking people to assist. Currently the first service is now on Zoom.

- The Tech team meeting August 25 to discuss first service streaming requirements

- Target date for streaming of both services is late September 2021

- SED technology grant form received and was sent to the Tech team on July 26, 2021

1. Concordia Church360 Members Web Based Church Management Software

- (per July 8, 2021 from Zac Huffman): BoD had been requested to review the on-line description of the features of this software package and its applicability to St. Paul’s. The pastor has worked with this software and found it to be very useful, with the only drawback being the expense. It is found at

<https://www.concordiatechnology.org/church360/members/features/complete-list>

The cost of $500.00 per year, plus a $199.00 startup charge.

A second option is Web Based Church Management Software, found on-line at

[IconCMO.com](http://IconCMO.com)

This package costs $385.00 per year. The pastor participated in a tour of this on video and found no significant differences between the two. They have different formats, but the same functions. Both are web-based, allow unlimited users and have free cloud back-up. The charges for both are based on the number of households included. Both provide reports in pdf, html and Excel formats, and both include financial modules. Pastor Teklu recommends the second option, because the two serve the same functions, the finance option is free, the package is cheaper for the same features, plus it has some advanced features. Zac Huffman will poll the BoD for the selection.

1. Life Line Screening: A request has been received for the use of St. Paul’s facilities to conduct screenings for the community, per a September 4, 2021 e-mail. This would be considered a community outreach opportunity and would be at no cost to St. Paul’s. The target date is January, 2022. The sponsoring group identified their need for accessible space of 2000 square feet. After discussion, the BoD was not certain our fellowship hall space is sufficient and whether our elevator would meet the accessibility needs, and was concerned that the sponsoring group might not want to follow our masking requirements. Based on these reservations and questions, the BoD decided to invite the group to send a representative to tour our space.
2. Walden Country Club - St. Paul Advertising: Per an e-mail of September 4, 2021, Walden Country Club has invited the church to place signs at various points of their facilities for a one-year period. The options are: $495 at the ball washer, $595 at the tee, and $795 at the tee and on a bench. After discussion, the BoD decided this is not appropriate for St. Paul’s and concurred not to proceed.
3. Request was received from Cyndie Dixon for a projector to support Sunday School activities, at an estimated cost of $144 +/-. This would enable the teachers to project content from a computer to a screen. Zac referred the request to the Tech team for a recommendation their response has not been received. The BoD approved the purchase, with research for the specific model to proceed.
4. 2021 - 2022 BoD - Officer and Team Leader Vacancies:

- BoD: Diane Segelhorst and Jen Houck terms are identified as expiring at the end of 2021, but this will be reviewed to ensure it comports with the schedule previously approved by the congregation to split the expiration dates of the at-large BoD positions.

- Officers: The financial secretary term expires in 2021; there was some discussion as to whether the position is still needed, since the counters are using software to record giving.

- Team Leaders: Property and Altar Guild

The BoD authorized Zac Huffman to choose a nominating committee to select candidates.

The next BoD meeting will be Wednesday October 13, 2021, at 5:30 PM.

Service Views 2021:

July Avg:

8:15 am 35 total (32 in person, no live stream, 3 audio)

10:30 am 35 total (23 in person, 12 live stream, 0 audio)

Aug Avg:

8:15 am 34 total (30 in person, no streaming, 4 audio)

10:30 am 30 total (19 in person, 11 streaming, 0 audio)

Aug 1 8:15 am 47 total (42 in person, no streaming, 5 audio)

10:30 am 27 total (13 in person, 14 streaming, 0 audio)

Aug 8 8:15 am 38 total (35 in person, no streaming, 3 audio)

10:30 am 37 total (21 in person, 16 streaming, 0 audio)

Aug 15 8:15 am 31 total (28 in person, no streaming, 3 audio)

10:30 am 33 total (17 in person, 16 streaming, 0 audio)

Aug 22 8:15 am 25 total (22 in person, no streaming, 3 audio)

10:30 am 28 total (24 in person, 4 streaming, 0 audio)

Aug 29 8:15 am 27 total (22 in person, no streaming, 5 audio)

10:30 am 27 total (21 in person, 6 streaming, 0 audio)

The meeting was adjourned at 6:38 p.m.

Respectfully submitted,

Bernice Prescott