

## First Lutheran Church Council Meeting Minutes

**Meeting Date:** April 18, 2023  
(Adopted 5/16/2023)

**Location:** Via Zoom

**Council Members Present:**

Ho Brown (President);  
Stephanie Almeida (Vice President)  
David Berg  
Tor Berg (Pastor)  
Jess Faubion  
Christy Freriks  
Kathy Konieczka  
Jean Peterson (Secretary)  
Kristi Pyne  
Jacky Schnarre  
Johannes Skjonsby  
Emily Curcio

**Council Members Absent:**

Gary Curtis

**Guests:**

None

**Call to Order: 7:00 p.m.**

**Devotion: Pastor Berg**

A reading from Isaiah, 52:7. In our troubled times, the Lord has the last word, and it is Peace.

**Approval of 3/21 Minutes:**

Motion to approve: Jacky Schnarre. Second: Stephanie Almeida.  
Motion approved.

**Committee Reports:**

*Building and Property (Jess Faubion)* – There will be a violin concert at the church on June 4 to which the Congregation is invited. Building and Property will submit an article for the June newsletter for “Spotlight on Volunteers.” [Side note for all committees: the articles can be sent directly to Kris on or before the 15<sup>th</sup> of the preceding month;

“Spotlight on Volunteers” should be in the heading of the article.] The committee requests additional information for signage for the Preschool. Pastor Berg suggests three types: Signage above the side door that leads to the Preschool; a vinyl banner for the side of the building announcing Preschool registration; and yard signs on stakes that can be positioned around church exterior announcing Preschool registration. Kristi will have Beth Bowers call Jess directly to review the timeline and desired information to convey. Regarding the City’s work on the 102<sup>nd</sup> St. project, council requests that Building and Property inform the Congregation as soon as possible that this project is scheduled, with a start date as early as October 2023 or possibly sometime in 2024. As the project may encroach into First Lutheran property by as much as 44 sq. ft, B&P will be charged with the follow up to determine to what extent the city’s work actually encroached on Church property. This will be added to the Action Register.

*Christian Education (David Berg)* – No April meeting; nothing to report.

*Fellowship (Christy Freriks)* – The Committee will keep the coffee service available until 11 a.m. to welcome people coming to the later service. Cookies are returning to the coffee hour and volunteers will soon be able to sign up to provide cookies. Cookies that are stored for future gatherings have been disappearing from the cabinets. The Committee is exploring options to secure these items and/or ways to deter the bandit(s). This Committee is the test case for development of a Continuing Resolution in support of the Committee’s existence. The CR was not addressed at the April meeting but will be soon; their proposed Resolution will be presented to the Council for review and approval.

*Finance (Emily Curcio)* – Ho Brown provided the monthly finance report below. There were no questions or comments concerning the report.

Date	Attendance In person / Zoom	Pledges & Loose Offerings	Capital Improvement Fund	Total
3/6/2022	109/40	\$16,431	\$1,909	\$18,340
3/13/2022	100/35	\$16,722	\$1,370	\$18,092
3/20/2022	106/34	\$5,442	\$1,662	\$7,104
3/27/2022	109/37	\$13,578	-\$722 <sup>1</sup>	\$12,856
	<b>106/37</b>	<b>\$52,173</b>	<b>\$4,219</b>	<b>\$56,392</b>
3/5/2023	113/21	\$17,628	\$1,596	\$19,224
3/12/2023	92/35	\$9,132	\$284	\$9,416
3/19/2023	118/23	\$11,252	\$456	\$11,708
3/26/2023	109/31	\$8,982	\$270	\$9,252
	<b>108/28</b>	<b>\$46,994</b>	<b>\$2,606</b>	<b>\$49,600</b>

*Note 1: The negative number (-\$722) for the Capital Improvement fund on 3/27/2022 was due to a pledge adjustment.*

Ho noted that there were several open items related to the Finance Committee discussed in the January 17 Council meeting, and per the Finance Committee minutes from April 13, 2023, three items have been addressed and can be closed:

- 1) The Finance Committee researched moving our accounts to a credit union such as BECU. It was determined that the credit union does not have the ability to accept cash deposits. This is a disqualifier.
- 2) Dan Bormann was able to negotiate a better business fee rate with our existing bank.
- 3) Available funds were placed in a 9 month CD account earning 3.84% which may offset recurring bank charges.

*IT/Communications (Jacky Schnarre)* – Jacky reported that all Council members should now have access to the Council’s One Drive on Sharepoint. Anyone having connection issues can contact Andrew Phelps for assistance. The website was discussed at the most recent Committee meeting; no action at this time due to cost considerations.

*Membership (Stephanie Almeida)* – Distribution of VBS flyers and registration information via kids’ gift bags handed out at Easter was deemed a success. An official count was unavailable but Stephanie estimated 200 bags were created and 62 are left over and can be re-used next year. Registration numbers for VBS may help gauge the impact of this initiative. The Committee is working on Visitor Packets with the goal of having them available for summer worship.

*Personnel (Ho Brown)* – No report.

*Preschool (Kristi Pyne)* – Kristi has met informally with Beth Bowers to discuss Beth’s plans for retirement and receive input for the Preschool Task Force. Pastor Berg noted that a preschool board meeting will be held after the close of the school session to begin the process of developing a charter and policies for the preschool.

*Stewardship (Johannes Skjonsby / Gary Curtis)* – Johannes reported that the Committee will emphasize communication to the Congregation regarding our financial outlook. Information such as the Q1 financial results may be presented, for example. Initially they will use announcements and a newsletter article and look for additional ways to engage the congregation.

*Social Ministries (Kathy Konieczka)* – The committee has designated ELCA World Hunger, Lutheran Refugee and Immigrant Services and Lutheran World Relief to receive support in June, July and August, respectively. There will be a church food drive in May. Our volunteers for the Poor People’s Campaign are moving their monthly open house (on Zoom) from the 1<sup>st</sup> Monday to the 2<sup>nd</sup> Monday of the month.

*Worship and Music (Jean Peterson)* – Pastor Berg has implemented an Easter Season Missal (aka a seasonal booklet or worship guide) in place of a full weekly Bulletin for in person service (a regular Bulletin is available for on line worshipers). A weekly insert provides information specific to each Sunday; the Missal provides the liturgy and weekly readings and prayers. Reducing the amount of paper used each week is earth-friendly and saves money. Introduction of the Missal on the first Sunday caused some confusion; ways to smooth the experience have been discussed and will be incorporated in coming services. Pastor Berg will check the condition of two tablet devices in inventory to determine if they could be used as “loaners” during service for those who prefer a full bulletin which is available on line for Zoom parishioners. Pastor Berg reported that the Eucharistic Ministry (visitation to homebound members) has resumed with four groups calling or visiting their roster every 4-6 weeks. One Sunday worship service at 9:30 a.m. will begin on Memorial Day weekend and continue through Labor Day weekend.

*Youth (Kristi Pyne)* – Easter Breakfast was a success. Roger is on vacation. No additional items to report.

Access to Committee minutes was reviewed. Committees currently provide minutes to Kris to be filed or posted on line. No change is planned.

#### **Old Business:**

*Committee Continuing Resolutions (Pastor Berg)* – The Fellowship Committee is reviewing CR-2023-02, a Resolution to define the purpose of the Fellowship Committee. The Council will receive feedback in May. Distribution of the template to all committees to follow.

*Update on Council Call Lists (Ho Brown)* – Ho reminded Council members to contact everyone on their call lists, if they have not done so to date.

*Outreach Grant for UW Ministry (Pastor Berg)* – Pastor Berg will meet with the campus pastor in the summer, after UW graduation. A plan to have a presence on campus for orientations in August and September is in the works.

#### **New Business:**

*Insurance Review – (Pastor Berg)* – Pastor Berg, Kris Smith and Gordy Phelps participated in a policy review with our broker. The policies are adequate and the broker will review for redundant coverages and provide an updated quotation which may result in decreased cost. It may be to our benefit to create a stand-alone Sexual Harassment Policy using a model policy. Options and benefits will be presented in May.

*“Equip the Saints” Synod Gatherings (Pastor Berg)* – The Synod presents workshops and gatherings for congregation members every third year in lieu of a Synod Assembly.

Pastor Berg is driving the bus to each event and encourages all to attend. Registration is due by 5/1. The fee per person is \$40 and scholarships are available. May 13 gathering is in Mount Vernon; May 20 gathering is in Bellevue. Sessions are from 8 a.m. to 4 p.m. See the Synod website for additional information and reach out to Pastor Berg prior to 5/1 if you are able to attend.

*S.M.A.R.T. Goals for 2023 (Ho Brown)* – Gary Curtis provided his S.M.A.R.T. Goal via email to Ho. His goal is finding a way to balance the budget next year. No other goals were presented at this meeting but are welcomed at any time.

*Next Council Retreat (Ho Brown)* – A Council retreat is planned in August on a Sunday after church (10:30 a.m. – 1:00 p.m.) to focus on membership, stewardship and Constitution changes. Pastor Berg will send out a survey to query Council members on availability for dates.

*Newsletter “Council Corner” suggestions (Ho Brown)* – Ho will thank participants and staff for the beautiful Easter services and will announce the “Spotlight on Volunteers” articles coming soon. No additional suggestions were received.

*“Spotlight on Volunteers” (Ho Brown)* – Building and Property will provide an article for the June newsletter (due by 5/15); Christian Education is next up for the July newsletter (due by 6/15).

**Next Meeting:**

Tuesday, May 16<sup>th</sup>, from 7:00 p.m. to 8:30 p.m. via Zoom.

The meeting was adjourned at 8:21 p.m.

Respectfully submitted,  
Jean Peterson  
Secretary