

## First Lutheran Church Council Meeting Minutes

**Meeting Date:** June 20, 2023  
(Adopted 7/18/23)

**Location:** Via Zoom

**Council Members Present:**

Ho Brown (President)  
David Berg  
Tor Berg (Pastor)  
Gary Curtis  
Jess Faubion  
Jean Peterson (Secretary)  
Kristi Pyne  
Johannes Skjonsby

**Council Members Absent:**

Stephanie Almeida (Vice President)  
Christy Freriks  
Kathy Konieczka  
Jacky Schnarre  
Emily Curcio

**Guests:**

None

**Call to Order: 7:11 p.m.**

**Devotion: Pastor Berg**

A reading from Romans, Chapter 5. “Love poured into our hearts through the Holy Spirit...”. Inspiring words from Paul, who understood grace better than anyone.

**Approval of 6/20/23 Meeting Agenda:**

Pastor Berg put forth via a 6/20/23 email to Council members a request to re-institute the “Pastor’s Report” as a Council meeting regular agenda item. Pastor Berg also submitted three Continuing Resolutions for adoption under New Business for the following groups:

- Preschool Task Force
- UW-Campus Ministry Committee
- Sabbatical Planning Team

It was noted by Gary Curtis that the count listed on the Finance Committee data report for average Zoom attendance in May needs to be corrected; Ho Brown will make note to the Finance Committee in August to correct the record.

The Agenda was approved with these additions and notation.

### **Approval of 5/16 Minutes:**

No changes to Draft Minutes.

Motion to approve: Gary Curtis. Second: Kristi Pyne.

Motion approved.

### **Pastor's Report:**

Pastor Berg noted that the impetus to reinstate the Pastor's report stemmed from a conversation with a congregant who suggested that a report of what's going on in the church is informative and lends more transparency to our proceedings. Going forward, Pastor Berg will make a written report for the record. Of note this month:

- The Pastor has met with a number of parishioners recently who are having health issues and experiencing elevated anxiety.
- People on committees have expressed confusion about why we need Continuing Resolutions. He is reassuring people that it is fine to use draft resolutions to initiate the process.
- Pastor Berg is meeting with the Byberg Preaching Workshop.
- Pastor Berg is working with seven congregations to help get their constitutions in order.
- Members of the Church are planning to march in the Bothell 4<sup>th</sup> of July parade with the PFLAG Bellevue/Eastside organization. It's not too late to join this group.
- The church will have a hospitality station in the church parking lot during the Bothell 4<sup>th</sup> of July events, offering water and the use of bathrooms.
- A person who speaks English as a second language (after Persian, Farsi and German) requested someone with whom to have conversations in English. Gordy Phelps volunteered for this role.
- A celebration in honor of Richard Edmonds' retirement will be held Sunday, July 23. Richard's actual last Sunday as Ensemble Director is July 30.

### **Committee Reports:**

#### *Building and Property (Jess Faubion)*

- The committee approved payment for the inspection and service of smoke detectors. A recent comprehensive inspection revealed that 66 fire sprinkler heads need attention. The initial bid to bring the sprinkler system into compliance with new City codes was expensive and the committee is seeking other bids for comparison.

- The Committee plans to submit an article for the newsletter regarding the City's work on the 102<sup>nd</sup> St. project.
- The Committee has submitted an article for the June newsletter for the Spotlight on Volunteers. They featured Ann and Dan Borman and the many projects they have undertaken around the Church.

*Christian Education (David Berg)*

- The Committee submitted a Spotlight on Volunteers article for the July newsletter. Clarification was provided at this meeting regarding these articles—they should be limited to 250 words and could be about one person or what a committee is doing as a group. This Committee will pare down its article and re-submit for September.

*Fellowship (Christy Freriks)*

- No report.

*Finance (Emily Curcio)*

- Ho Brown reported that the topic of a roof replacement fund earmarked through Capital Improvements Fund donations has not been brought before the Finance Committee as yet.
- Ho reported that the Finance Committee has requested that committees be reminded that budget requests are due by the end of September.
- Per notation above, item highlighted in yellow needs to be corrected by Finance Committee.

Date	Attendance In person / Zoom	Pledges & Loose Offerings	Capital Improvement Fund	Total
5/1/2022	125/24	\$5,524	\$596	\$6,120
5/8/2022	119/24			\$0
5/15/2022	112/34	\$25,852	\$2,763	\$28,615
5/22/2022	123/32	\$6,141	\$836	\$6,977
5/29/2022	97/31	\$4,062	\$441	\$4,503
	<b>115/29</b>	<b>\$41,579</b>	<b>\$4,636</b>	<b>\$46,215</b>
5/7/2023	109/13	\$12,358	\$1,355	\$13,713
5/14/2023	107/18	\$15,220	\$472	\$15,692
5/21/2023	128/29	\$4,603	\$260	\$4,863
5/28/2023	90/21	\$9,184	\$380	\$9,564
	<b>109/27</b>	<b>\$41,365</b>	<b>\$2,467</b>	<b>\$43,832</b>

*IT/Communications (Jacky Schnarre)*

- Pastor Berg reported that improvements are being made to the wireless network to improve the stability of the connection.
- Pastor Berg reported that Kristin Smith has made some updates to the website to improve the look of the home page. There is ongoing discussion about the website content.

### *Membership (Stephanie Almeida)*

- No report.

### *Personnel (Ho Brown)*

- The Church now recognizes Juneteenth (June 19) as an official holiday. Although personnel policies are still in the review stage, staff were notified and given this day as a holiday.

### *Preschool (Kristi Pyne)*

- The Preschool Board will meet Wednesday, 6/21 at 4:30 p.m.
- A motion was made to move the discussion of the Continuing Resolution for the Preschool Task Force from New Business to the Preschool Committee Report. Motion to approve: Kristi Pyne. Second: David Berg. Motion approved.
- Pastor Berg presented the Continuing Resolution for the Preschool Redevelopment Task Force (attached for reference).
- After review and discussion, the Council voted unanimously to approve CR13.06.A23-11.
- Consideration of permanent signage is tabled pending input from the Board and Task Force. The Board will consider installing temporary signage around the church to advertise preschool registration.

### *Social Ministries (Kathy Konieczka)*

- Gary Curtis reported that in May, the Committee shipped 135 quilts, 160 school kits and 300 personal care kits to an east coast Lutheran World Relief consolidation point. Shipping was \$1,000.
- The spring food drive netted 2000 non-perishable items for the Northshore Emergency Network.
- Ray Thomas has been elected to the board of Camp United We Stand, an encampment of 35 individuals who rotate among churches every 3-4 months.

### *Stewardship (Gary Curtis/Johannes Skjonsby)*

- The Committee is preparing their first monthly bulletin insert for July/August, to highlight how people can get involved in Committees.
- The Committee is planning some type of fundraiser for early fall.
- The Committee plans to find inspirational quotations from the Bible to help set the foundation for the October Pledge Drive.
- The Committee has discussed how best to increase awareness of the difference between the General Fund and the Capital Improvement Fund.

### *Worship and Music (Jean Peterson)*

- The Committee will meet June 24 to discuss ways to involve the congregation in the decision-making process regarding a possible move to a single service in the fall.
- Pastor Berg noted that input from the congregation needs to be clear to enable a vote by the Council in August.
- The Council recognizes that there needs to be context for evaluating this change to allow the congregation to understand all the ramifications of such a change.
- Nothing new to report on unused tablet devices.
- Pastor Berg provided a newsletter article previously to explain the use of the missal. No further action.

### *Youth (Kristi Pyne)*

- No report.

### **Old Business:**

*Correction – Audit Committee Standing (Pastor Berg)* – Clarification that there is no direct connection between the Audit Committee and the Finance Committee. Both report to the Council, and they are not connected in purpose or action. The audit committee does have standing to bring a motion before the Council.

*Committee Continuing Resolutions (Pastor Berg)* – Ho Brown noted that there seemed to be confusion among committees as to why they are being asked to prepare a Continuing Resolution and what the due date is. Pastor Berg noted that there is not an urgent due date nor is it associated with the constitutional review that is underway. Sometime in November or not later than December 10 was suggested as a guideline for submission of CRs to the Council. Ho Brown has prepared a guide for committees (attached for reference).

*Status of Outreach Grant for UW Ministry (Pastor Berg)* – Pastor Berg reported that while the grant language indicates an expiration date of March 23, 2023, there is not a concern that the funds will be retracted. The required report was submitted to the Synod Council in April and the grant will be on-going.

### **New Business:**

*Coffee with Council (Ho Brown)* – Ho suggested that pairs of Council members be available in The Landing during coffee hour once a month to meet and greet congregation members who have a question or concern. An agenda on hand from the previous Council meeting, signage welcoming people, and a newsletter announcement may be utilized to create awareness.

The Council voted to implement this plan, with one abstention.

Ho and Gary Curtis will be the first volunteers on Sunday, September 3.

In the interest of time, other agenda items were tabled. Ho will add these items to Old Business for the next meeting.

**Next Meeting:**

Tuesday, July 18th, from 7:00 p.m. to 8:30 p.m. via Zoom.

The meeting was adjourned at 8:46 p.m.

Respectfully submitted,  
Jean Peterson  
Secretary