

St. John Lutheran Church, ELCA
Council Meeting Minutes
(March 9, 2021)

President: Michael Behsmann
Vice President: Ann Ruedy
Council Secretary: Koni Hudak

Building & Grounds: Kyle Gallagher
Congregational Life: Dan Kuhns
Education: Terry Huber

Social Ministry & Outreach: Brian Knutson
Worship & Music: Sue Michaels
Financial Secretary: Al Tonn

1. **Call to Order**—Mike Behsmann
2. **Welcome any VISTORS!**—None
3. **Opening Devotion** – PASTOR JOHN: Prayer
4. **Roll call (Quorum = 4 voting Members):** Absent—Dan Kuhns
5. **Church Council Duty Sign-Up Sheet(s) – (see below)** [Reference: Sec. 12, sub. sec., a.]
 - a. **ACTION ITEM: Council** fill open service
 - b. **MARCH 2021**
 - i. Wednesday, March 3, 2021—**Mike Behsmann** (7PM)
 - ii. Sunday, March 7, 2021—**Sue Michaels**
 - iii. Wednesday, March 10, 2021—**Brian Knutsen** (7PM)
 - iv. Sunday, March 14, 2021 (HC)—**Ann Ruedy**
 - v. Wednesday, March 17, 2021 (HC)—**Mike Behsmann** (7PM)
 - vi. Sunday, March 21, 2021 (HC)—**Sue Micheals**
 - vii. Wednesday, March 24, 2021—**Mike Behsmann** (7PM)
 - viii. Palm Sunday, March 28, 2021—**Terry Huber**
 - c. **APRIL 2021**
 - i. Thursday, April 1, 2021 (Holy Thurs.)— _____ (2PM), **Ann Ruedy** (7PM)
 - ii. Friday, April 2, 2021 (Good Friday)—**Kyle Gallagher** (7PM)
 - iii. Sunday, April 4, 2021 (Easter, HC)—**Terry Huber** (8AM), **Dan Kuhns** (10AM)
 - iv. Sunday, April 11, 2021(HC)—**Koni Hudak**
 - v. Sunday, April 18, 2021 (HC)—**Brian Knutson**
 - vi. Sunday, April 25, 2021—**Sue Michaels**
6. **Announcements**
 - a. **Council members schedule:**
 - i. 1st Tuesday of each month is Commission Meeting at 7PM in Trinity Hall.
 - ii. 2nd Tuesday of each month is Exec. Council Meeting at 5:30PM in Pastors Office.
 - iii. 2nd Tuesday of each month is Church Council Meeting at 6PM in Trinity Hall.
 - b. **Council Structure:**
 - i. **Mike Behsmann – President** – overseas all church council and commissions activities. Plus, all Church Administrative and Physical activities.
 - ii. **Ann Ruedy – Vice President** – overseas all church council and commissions spiritual activities.
 1. Members answer directly to the Vice President
 - c. **Looking for Alternate / Floater position council person:**
 - i. Vacant spot, as Ann is now Council Vice President.
 - ii. Utilized when and where needed, all commissions, council duties, etc., through 01/2022.
 - iii. Mike: asked Val Posschl; no response
 1. Pastor John and Terry Huber—Val in quarantine, COVID exposure
 - iv. Mike: Does Pastor John have alternate recommendation(s)?
 1. Rhonda Behsmann shown interest: Previous experience, Soc. Minist. & Outreach
 2. Pastor John: Council comfortable with “husband-wife” members?
 - a. All present agreed shouldn’t be problem.

- v. ACTION ITEM: **Mike** will contact Val Possehl again. If declines, Mike will contact Rhonda Behsmann about position.

- 1. Brian: Will Mike let us know Val declined prior to approaching Rhonda?

7. Regular Business

a. Secretary's minutes:

- i. Mike: Motion to approve February minutes, as presented.
- ii. 1st: Ann Ruedy, 2nd: Terry Huber; Motion passed, no objections

b. Financial report: Al Tonn

- i. General Fund Income
 - 1. Line 18 fell \$6,988.52 in February 2021
 - a. Property insurance due ~\$2500
 - b. Difference reflects how much Giving is down, so early in year
 - ii. February 2021 Expenses
 - 1. ACTION ITEM: Line 36 recurring costs (per Executive meeting); **Al** (with **Pastor John**) will find answers to questions
 - 2. Line 59
 - a. Monies used from Building Fund (see Designated Gifts [DG], Line 4)
 - i. Windows (\$500) will also be paid from DG, Line 4
 - 1. "Health" of DG concerning
 - 3. **NEW**: Executive Committee ask \$200 to Southeastern Synod, "40 Together, 40 Days"; support Synod ministries Lenten drive
 - a. Pastor John: Synod partners with churches in Tansania, Columbia and US/Mexico border.
 - i. ACTION ITEM: **Al** will use Outreach monies (Line 21, DG)
 - 4. Mike: Motion to approve Financial Report, as presented, with additional \$200.00 contribution for Southeastern Synod Lenten drive
 - a. 1st: Kyle Gallagher, 2nd: Koni Hudak; Motion passed, no objections

c. Commission of Buildings and Grounds – Kyle Gallagher

- i. Report on Elevator issue(s). MN Elevator Co. (MNEC) annual inspection
 - 1. Kyle: 2 letters (1st letter rec.: 02/09, revised letter rec.: 03/01)
 - a. Inspection will provide required state code updates
 - i. Option 1: full replacement controller
 - ii. Option 2: "overlay" (update current system)
 - 1. Age of elevator/parts may not allow for this option
 - b. SJLC has 60 days, from receipt of letter, to form plan and send to state
 - c. 5 years to comply
 - d. ACTION ITEM: **Kyle** will set up inspection date/time, ASAP.
 - 2. No warranty, bill due to be paid "in full"
 - a. Pastor John: How much will this cost?
 - i. Kyle: called on 3/3/21, awaiting response from MNEC
 - b. Brian: Can elevator still be used, while wait for inspection? (Kyle: Yes)
 - c. Al: What is contracted inspection schedule? Has MNEC kept up?
 - i. Kyle: Logbook on elevator, should be every 2-3 months
 - ii. Al: "not impressed" with MNEC
 - 1. Bill consistently and inexplicably increased 5% each year
 - 2. No itemized list of services, only "Pay this" total
 - iii. ACTION ITEM: **Kyle** (with **Brian**) will research alternative elevator co. to possibly contract with; forward info. to Mike

1. Mike: Where is the MNEC/SJLC contract?
 - a. ACTION ITEM: **Pastor John** will ask Julie to find, and **Mike** will review MNEC contract.
3. Terry Huber: Is lift through same company?
 - a. Premier Lift Products (PLP), Owatonna.
 - i. ACTION ITEM: **Kyle** will contact PLP to ensure up to code.
8. **Commission on Congregational Life – Dan Kuhns**
 - a. Ann: Dan is generating list of duties with Commission members for files.
 - b. Pastor John: Cong. Life worked with Youth Ministry/Marty Aberle (relocated, Smr 2020)
9. **Commission of Worship and Music – Sue Michaels**
 - a. Continue to compile/record monthly duties/miscellaneous activities.
 - i. Copies to be provided (Carol Randall is typing)
 1. Lists/schedules: Bread makers, Video Tapers, Flower people, etc.
 - ii. 2 Maunday Thursday services, 2 Easter Sunday services; overflow in T. Hall
10. **Commission on Social Ministry and Outreach – Brian Knutson**
 - a. Ann Ruedy assisting with outlining roles/responsibilities
 - i. Ideas, from congregation members, should be brought to Council
 - ii. Brian: Where send monthly duties/events list? (Mike B.: Give to me.)
 - b. Pastor John: March—Food Shelf; August—“Undie Sunday”; September—School Supplies Kits; May, August, and December—Pine Ridge trips
 - i. Pine Ridge and School Supplies Kits funded by congregation donations.
 - ii. ACTION ITEM: **Brian** will call Sue Erdman (Pine Ridge coordinator) for information/details/other ideas.
 - iii. Sue Michaels: Betty (Kaia?) made bags for school supplies kits, may “retire”.
 1. ACTION ITEM: **Pastor John** will send **Brian** Betty’s contact information.
 - c. Brian: April events/activities? (Pastor John: usual speaker put “on hold”, due to Covid)
11. **Education Committee – Terry Huber**
 - a. Creating packets (available each Wednesday) for Sunday School students.
 - i. Concern/Question: Materials created, but not picked up; Stop (save money), or continue?
 1. Pastor John: Spring attendance typically declines, could do less to save money.
 - ii. ACTION ITEM: **Terry** will reach out to engage families, via email, FB, YouTube, etc.
12. **Other Business**
 - a. **Council Person scheduling change. Church secretary is being burden with having to find council persons for church services, this is changing.**
 - i. Mike: March “good”, but starting 04/01, he’ll be assigning people to schedule/calendar
 1. Can't serve assigned service? Find Council person to switch one of their days.
 - a. ACTION ITEM (ongoing): **Mike** will track assignments and relay to Julie (church secretary) for Lifeline publications
 2. Discussion: some like sign-up method; adults capable to sign up as available.
 - a. Mike: schedule helps avoid extra efforts in trying to fill empty assignments; ensures equal service amongst members.
 3. Sue: Worship & Music assigns a 3-month schedule, works well.
 - a. Compromise: Try schedule for few months vs full year; revisit.
 - i. Pastor John: create schedule through summer months.
 4. ACTION ITEM: **Council** will use sign-up sheet for April dates
 5. ACTION ITEM: **Mike** will provide schedule for May-August at April meeting
 - b. **Buildings & Grounds – SEE PRINTED WORK LIST.**
 - i. This will be discussed further at next council meeting for priorities of repairs.

1. List compiled and created by Kyle Gallagher and Bill Erdman
 - a. ACTION ITEM: Council will decide priorities at April Council meeting.
 - i. List created prior to knowledge of Elevator updates requirements
 2. Mike: #3, "my responsibility"; Materials purchased; Covid halted project.
- c. Parsonage kitchen lights REPAIRED. Turning bill into Al Tonn for reimbursement.
 - i. Building & Grounds – utility rebate?
 1. Mike: Municipalities Rebate Program pays back LED upgrades/replacements.
- d. Talking Points by Ann Ruedy – SEE PRINTED PAGE
 - i. Commission working to find/contact/update 400 inactive members (some deceased).
 1. Have volunteers (see printed page) to identify unfamiliar names
 - a. Many out-of-state members
 - i. Pastor John: some plan burial back "home"; some forget to change.
 2. Ann: Ideas/suggestions for current printed page?
 - a. Brian: Clarify reason(s) for leaving? Helpful to know where and how need to improve, as church, moving forward.
 - i. Ask inactive member for permission/if willing to share their thoughts/complete a form/survey (via email gathered?)
 - ii. Might encourage feedback when "anonymous" vs over phone.
 - b. ACTION ITEM: Ann will change "...few moments to talk?" to "...few moments to help us update our directory?" on the printed page.
 - ii. DISCUSSION / MOTION—ACTION ITEM: Council will revisit at April meeting.

13. SJP video project – yes or no???

- a. Concerns/Needs:
 - i. Cable providers convert SJLC videos to lowest possible quality, when airing on Ch. 8
 - ii. SJLC needs to update/replace outdated equipment
 - iii. SJLC needs to remain "current" yet "classy" (i.e., eliminate phones on poles)
- b. Mike Behsmann, SJP Video project proposal
 - i. Connect four spots of infrastructure: Sunday School wing, furnace room, balcony, altar.
 1. Needs to lay in cables ready to tie on when monies/equipment available (Phase I)
 - ii. Total project cost, est. ~\$25,000.00; Phase I (infrastructure) cost, est. ~\$9,000.00
 1. Money has been pre-donated, specifically for this project, already.
 2. Mike: SJLC has too many cameras with multiple outputs (FB, YouTube, Ch. 8).
 - iii. Terry: How does this affect projector in sanctuary?
 - iv. Brian: What priority, per Buildings and Grounds list? Do we have \$17,000.00 in budget?
 - v. Sue: All Sloppy Joe Take-out profits will be dedicated to SJP video project.
 - vi. Pastor John: SJLC has funds for "Technology upgrades" (designated pre-donations?)
 1. Brian: Laying materials ready to connect future equipment (Phase I) makes sense.
 - a. Mike: Pay as we go, ask congregation through fundraisers, use Designated Gifts monies, create a "Tech upgrade" line in budget.
 - i. Need to present this with price, but can't "go" until have money.
 - ii. Brian: good idea to give congregation plan 1st, then ask for aide.
 2. Terry: What is timeline to lay out infrastructure (Phase I)?
 - a. Mike: Est. ~2-4 weeks, possibly
 3. Koni: Clarify infrastructure "Phase" in bid is \$8,910.00, so start with that?
 - a. Mike: Information presented not "bid" as labor being donated, rather estimate for overall materials and equipment cost.
 - i. Mike: consulted few other SJLC members for ideas/needs/wants
 1. Current proposal is "Dream" Wishlist

2. Could be lower, per decisions/how "big" SJLC wants to go.
4. Pastor John: Should we get 2nd bid, avoid "bulldozed" appearance?
 - a. Discussion re: 2nd bid
 - i. Could incur costs to SJLC.
 - ii. Project pushed back, while retaining 2nd contractor for walk through/estimate
 1. Mike: Project on the agenda since Aug. 2020
 2. Sue: AI, do we have the money? (AI: Yes)
 - a. Need to get started before things start to fail
 - i. Mike: Sanctuary projector was discontinued in 2005, can't replace
 - iii. Fair to waste 2nd contractor's time, knowing we're using Mike?
 - iv. Terry: Since labor donated, should be sufficient as why no 2nd bid called; why SJLC used Mike Behsmann.
5. Pastor John: Council can discuss Phases as progress, not full project right now.
6. If start with Infrastructure, where would \$9,000.00 come from?
 - a. AI: SJLC can "float" that down payment
 - i. Memorials, Facilities Improvements, etc.
 - ii. Be confident have money prior to finishing job
 1. Pastor John: need designated group charged with raising funds, encouraging congregation givings
7. Total project timeline: Est. ~3 years
8. Will congregation hesitate further giving, when don't "see" results of Phase I?
 - a. Pastor John: explain clearly, keep involved, host events for giving, use "free will offering" baskets, etc.
9. Will the \$9,000.00 hurt us? What funds available to use monies from?
 - a. \$13,000.00 Facilities Improvements
 - b. \$17,000.00 Undesignated Memorials
 - i. Both funds can be applied to SJP video project

c. DISCUSSION / MOTION

- i. Koni: Motion to begin installing infrastructure (Phase I), costing \$9,000.00, for Saint John Productions (SJP) video project.
 1. 1st: Terry Huber, 2nd: Sue Michaels
 2. Al Tonn: Discussion necessary prior to vote.
 - a. Reality: What unforeseen costs could arise for SJLC?
 - i. Is SJLC comfortable/capable drawing immediate funds?
 1. For ex., what if the furnace goes? Are we able to cover it?
 - b. Brian: Should we first prioritize Building & Grounds list, as SJP video project has already waited this long?
 - i. Mike: Constantly approached by members re: video updates; SJP video project is necessary "tool" to get Pastor out in front of home-bound members/community
 - c. Terry: Use designated, pre-donated monies for Phase I, \$9,000.00?
 - i. Is SJLC "comfortable" to spend \$9,000.00?
3. Ann: Any further questions/discussion?
 - a. Kyle: Has Council officially decided where the money would come directly from, to cover Phase I of \$9,000.00?
 - i. AI will determine, w/o affecting day-to-day operations of SJLC.

- b. Ann: Need to get the \$9,000.00 and begin work (Phase I), immediately.
 - i. Sue: Ask congregation during Announcements, through speaker from Council?
 - ii. Brian: Who will communicate to congregation?
 - iii. Ann acting as President during SJP video project
 - 1. Mike as "Contractor", no longer acting President of Council during SJP video project
 - 2. ACTION ITEM: Ann will communicate to congregation
 - 3. All Council members (Mike exempt)="group deciders"
 - a. Possible separate meetings re: future SJP video project decisions.
 - 4. Al: Council should consider written ballot for vote
 - a. Written votes tallied, 6 "yes"; Motion passed, no objections.
14. Open discussion and / or motion to accept all and close.
- a. Phone/internet update from February 2021 Council meeting, per Mike
 - i. SJLC now has 2x speed for \$82.90/mo. vs \$121.96/mo.
 - ii. SJLC now has one bill, including two "internal" lines (kitchen & elevator)
 - 1. Koni: Does SJLC need phone in kitchen?
 - a. Discussion: With cell phones, could consider eliminating this line.
 - 2. Ann: Church considered "tax-exempt"? Does that apply to this utility?
 - a. Al: Fill out tax-exempt form. (Future ACTION ITEM?)
15. Pastor's Report: see Printed Page
- a. Al: Typo under "Vacation Schedule", correct "June 11-1" to "June 11-18"
 - b. Pastor John verbally added: April 11th, Sloppy Joe Take-out being planned
 - c. SJLC continues to open services, per orders, ensuring safety and confidence while participating.
16. Next Meeting is Set for: April 13, 2021 – 6PM
17. Discussion / motion to adjourn.
- a. Sue: Can Quilters resume their group's activities?
 - i. Mike: Size for group gatherings remains at 10 people, but change is on the horizon.
 - 1. ACTION ITEM: **Reopening Committee** (Mike, Ann, Pastor, Koni) will review
 - b. Brian: Update on Curt Tesch gift?
 - i. Need to wait, as may be need for more plow sessions, this season.
 - c. Mike: Executive Committee discussions
 - i. Collect badges and keys from former council members. (Sue: Look in Narthex drawers)
 - ii. Money counters receiving unlocked deposit bags.
 - 1. Pastor John demonstrated how to lock bags properly.
 - iii. Reminder: Council member serves communion to Pastor after congregation served.
 - 1. Have grape juice available, even if wine tray not yet "empty".
18. Adjournment and Lord's Prayer
- a. Mike: Motion to adjourn
 - i. 1st: Terry Huber, 2nd: Kyle Gallagher; Passed, no objections.

Respectfully Submitted by: Koni Hudak, Council Secretary

Council President: _____

Date: _____