**DRAFT Council Meeting Minutes**

**October 20th, 2024**

# **CALL TO ORDER**

* 11:40am call meeting to order

# **ROLL CALL**

* Present: Pastor Anna, John, Ky, Amy, Carol, Lavonne, and Linda
* Absent: James
* Six of seven voting members were in attendance, establishing a quorum.

# **PRAYER**

* Pastor Anna opened the meeting with prayer.

# **APPROVE PREVIOUS MONTH’S MINUTES**

* Plan to approve next month; draft sent out late.

# **REVIEW PROPOSED AGENDA**

* Added items to Old Business
* Repaying Memorial Fund for Boiler Repairs
* Zoom Issues

# **REPORTS**

# **Pastor** – Submitted report follows meeting minutes.

* Advent soup & sandwiches in Narthex for better access for those with mobility issues
* Provide 2 Advent Season events invitations to each member to give to friends & family

## **President** – No Report

## **Treasurer**

* Amy provided the Balance Sheet and Profit & Loss information through September 30, 2024.
* $32,441 Memorial Fund
* $45,271 Main Checking
* $29,659 Main Savings (plus Insurance Deductible & $200 Petty Cash)
* $144,005 Expenses Jan-Sep
* 18,472 Other Income (Building Use & Interest)
* Jamie is leaving Wednesday; she will continue to be our bookkeeper.
* Amy will take care of physical writing of checks
* Need to pay for Port-a-Potty for the garden
* Our Neighbor’s Account officially shut down
* Insurance for Our Neighbors (mistake on their part to make sure it got closed on the right date) they said we owed $600 but not correct. Shut down in June 2022 and they accidentally got it back up and running

## **Building Maintenance**

* Chair lifts – (repairs $340) to Fellowship Hall is working & need to check the Preschool one
* Water Issues
* Rain pipe on outside wall fixed (Gary’s son)
* He reconnected the Gutter to the right pipe, it may fix some (but not all) of the water issues.
* We need someone continue sucking out water in radio room.
* Still have water on the wall by the back stairs and in the office at the end of the hall.
* Boiler updates
  + Help is needed to turn on and off the heaters, so the pipes do not freeze
  + Starting up installation tomorrow!
  + 7-10 days to fix,
  + Can leave the old boiler in place to save money
  + $10,000 short from getting it paid off!!
* Water Sensor for insurance is (or will be) hooked up

## **OLD BUSINESS**

## **Building Use Agreement**

* Suggested to ask Jeff to look it over.
* This is not for weddings; we will look at that agreement & fees another time
* This agreement is not for long term use, we lease agreements for Preschool, Redeemer, etc.
* Edits discussed
* **have the right to cancel if needed**
* **we have the right to refuse**
* add a no gambling statement
* spell out food and drink allowable and limits
* do we need to make a co-work agreement – separate from this one
* There are two #7 sections

**Motion** – Ky moved and Linda seconded – “to approve the Building Use Agreement with the edits discussed - motion was approved unanimously.

## **Promotion of Church and Fall events/ Christmas**

* (handout to share with friends) – also, go around to neighbors and take flyers, just wanted to let you go on next door- you are invited
* Community council connection- per Dan Gullikson next meeting is Wednesday 6:30pm on November 13th Rabbit Creek Church/Huffman campus 12100 Old Seward highway
* Make a flyer with what we are doing to invite others
* Make connections with the Preschool, Housing Development
* Rummage Sale provides face to face interaction with neighbors
* Halloween Trunk-or-Treat
* Reach out to members we have not seen for a while, Welcome Back message
* New Members gatherings

## **Repaying Memorial Fund for Boiler**

* With current donations, we are $10,000 short of paying for the boiler.
* Plan to get the needed amount from the Memorial Fund (and repay it) so we don’t have to take out a loan.
* Should we use the Memorial Fund to pay the shortfall or borrow from the Memorial Fund?

**Motion** – Linda moved and Ky seconded – “to pay any shortfall out of the Memorial Fund” – the motion was approved unanimously.

## **Zoom Issue**

* It’s been better- it is not hard wired in
* would be nice to hardwire upstairs, internet connection is spotty at best
* we had a discussion at the September Council meeting

1. **NEW BUSINESS / FUTURE BUSINESS**

* None

# **DECISIONS/ACTION ITEMS REVIEW**

* Pastor
* Make cardstock invitation cards for the Christmas season for members to handout
* Provide a Mutual Ministry Report
* Discuss 20/23 hours & vacation with the Worship Committee (some admin work by volunteers)
* John
* Check chair lift to the Preschool
* Install water sensor provided by insurance company
* Amy
* Connect with Jamie on bookkeeping/bill paying process
* Ky (possible outreach for future consideration)
* Create flyers to capture looking 2 months ahead – ½ page invitation
* Think of ways to distribute the information
* Consider zone mailing (approx. $1 each, total $2,000 to $3,000)
* Consider going around in neighborhoods with flyers; message, we just wanted to let you what is going on next door- you are invited
* Give flyers with upcoming events to Community Councils & Building Use Partners

# **NEXT MEETING DATE** - November 17th

1. **CLOSING PRAYER**

* Amy closed the meeting with prayer

# **MEETING ADJOURNED**

**PASTOR REPORT**

**Activities since the September Council meeting:**

* Finished CLI grant reports
* got up to date on reporting songs to licensing
* planned and led Gary memorial service
* put away clutter around church, cleaned out balcony and made a “prayground” for 0-5 year old kids visiting church
* continued organization for church office
* Started up Gather Magazine Bible study for the year (last Monday morning of the month at 10:30am)
* Started up Sunday School after church 2nd and 4th Sundays
* Sea Life center youth event
* planned with Aaron a possible retreat trip to Holden Village logistics for churches
* Started up faith formation on Sunday evenings from 5-7pm for confirmation/adult ed/ and toddler Sunday school (lead a creative prayer for adult ed, and lead a toddler class)
* mutual ministry committee will gather together for a meeting, which includes lots of reflection and ideas for future ministry.

**Pastor Anna’s Hours:**

Ended last time with 2 hours over

9/15 18/23 (5 under)

9/22 19/23 (4 under)

(7 under)

9/29- 23/23

10/6- 29/23 (6 over)

(1 under)

10/13- 36/23 (13 over)

(12 over)

**Future Activities:**

* Synod collegium October 29-31st at Big Lake, continuing ed and gathering of clergy
* See mutual ministry reflection/ideas handout

***PRAISE***

**Worship:**

* WAM meetings every other month to choose songs
* creation of “prayground” for kids 0-5 upstairs

*Ideas:*

* Midweek advent services- wondering about logistics of having them in the main level narthex and sanctuary instead of fellowship hall as Dallas mentioned wanting to come and the chairlift was an obstacle for her (chairlift is operating now)
* Sunday December 22nd- “normal” worship or interactive “no practice” Christmas program?
* Also could have “no practice” Christmas program at 5pm? and Christmas eve candlelight at 7pm? or one Christmas eve service at 7pm?
* Kids message- give out candy after? yes or no?
* Readers and greeter? (see admin section for more ideas on how to implement)

***NUTURE***

**Education:**

* Sunday school every 2nd and 4th Sunday through the school year
* Faith Formation (confirmation and adult education with anchorage bowl churches) Sunday evenings 5-7pm in Fall, Winter, and Spring sessions
* Gather Bible Study once a month in mornings
* Possible retreat to Holden Village in the summer

*Ideas:*

* Adult Education? on Potluck Sunday? 11:30-12:15pm maybe have it in the room across the kitchen? (gather bible study lesson, or Anna’s choice) make this room more hospitable for this?
* Sunday School- have it also in the room across the kitchen? (complaints that art room down there smells bad and also the “youth room” has stains on the floor (also not a lot of lamps and dark and creepy) could also put a tv in the library for use and meet in the library. we have been meeting in library and moving to youth room just to watch the video
* Should Gather Bible study be offered in the evening instead? 6:30-8pm?
* Intergenerational Learning?
* intergenerational evenings (Wednesday nights?)
* (November 20th 5:30-7pm) food and programming generosity night
* January- Creative prayer night
* February- Love God, Love Neighbors (near valentines day)
* May- Mothering God (near mother’s day)
* 5:30-6-eat & 6-7pm programming
* **Pastoral Care:**
* Lynne meets with Cindy and Dallas in the 3rd week of the month
* Pastor Anna meets with Cindy and Dallas in the first week of the month

*Ideas:*

* pastoral care team expanding? Prayer cards? more organized way of prayers in the worship service? Keep open ended prayers in worship or have a time in which people can say names freely during one single prayer?

***SERVE***

**Outreach:**

* Community Garden
* Toddler time in the summer
* Little Free Library for preschool

*Ideas:*

* Meet with Q’vue
* Trunk or treat (next year) partnership with preschool?
* Rummage sale again? (in summer or an indoor one in the winter in fellowship hall)
* New Member Class
* Intentionally reach out to members who we haven’t seen in awhile

**Building:**

* Reorganizing of basement
* cleaned out balcony

*Ideas:*

* need to recycle/go through trading point office electronics
* tool room could use an organization day (store some of the helpful electronics in there and get rid of stuff we don’t need)
* finishing off touches in youth room and toddler room (lamps!)
* looking through cords/wires upstairs and continuing to take out what we don’t need
* organize AV booth

**Administrative:**

* ongoing projects: working on church directory, building use form
* e-news going out weekly (this helpful? anyone miss monthly vs weekly?)
* powerpoint weekly and printing off readings weekly
* reusable bulletin is now very reusable (without thanksgiving for baptism and dismissal in it)

*Ideas:*

* Dallas may volunteer to do powerpoints again, still processing/ grieving mother’s death
* Teach someone on WAM committee how to report songs on one-license
* Each Sunday, if Jamie does not pick up the bills/check requests have someone drop them off at her house?
* Need to put more time into facebook page and website
* have a sign up for reading/ greeters each week? (sign up genious?) sign up online on e-news? also have a physical sign up sheet on bulletin board? or just continue to have ken read and someone steps in if not?
* Goal: Continue to try and offload admin tasks from my plate so can spend more hours in pastor role (if budget is concern can also move my hours down from 23 to 20 in the future and try and delegate the admin duties around- I am working on simplifying the duties as much as I can)

**Hours- Vacation:**

Full time Pastor works 40 hours a week and gets 4 weeks vacation (40x4= 160 hour of vacation)

Currently: part time Pastor works 20 hours a week and gets 2 weeks vacation (20x2=40 hours of vacation)

Proposed: part time Pastor works 20 hours a week and gets 4 weeks vacation (20x4= 80 hours of vacation)

(technically I work 23 hours a week as I took on admin role)

Since I calculate my work via hours, keeping track of vacation would look like getting 80 hours of paid vacation time.

Also 2 weeks of continuing education (40 hours of continuing education.)