



Record of Council Email Vote

September 28, 2020 – October 3, 2020

(approved at October 20, 2020, council meeting as written)

Council Member (Team/Position) E-mail Address	Council Term	Present	Absent
Braze, Leigh (Preschool) Email: lgbraze@gmail.com	Elected at 1/27/19 annual congregational meeting to a 2-year term (1/27/19-1/27/21)		
Collins, Roger (Treasurer) Email: rogercollins42@gmail.com	_____ - Current: Treasurer Elected at 1/26/20 annual congregational meeting to a 1-year term (1/2020-1/2021)		
Flynn, Laura (Christian Education) Email: lflynn1029@gmail.com	<ul style="list-style-type: none"> Elected at 1/28/18 annual congregational meeting to a 2-year term (1/2018-1/2020) Elected at 1/26/20 annual congregation meeting to a 2-year term (1/2020-1/2022) 		
Harvey, Donita (Stewardship) Email: donitaharvey@aol.com	<ul style="list-style-type: none"> Elected at 1/29/17 annual congregational meeting to a 2-year term (1/29/17-1/27/19) Elected at 1/27/19 annual congregational meeting to a 2-year term (1/27/19-1/27/21) 		
Hosman, Cal (Youth) Email: jchosman@comcast.net	Elected at 1/27/19 annual congregational meeting to a 2-year term (1/27/19-1/27/21)		
Johnson, Mark (Vice President, Personnel) Email: markayjohnson@comcast.net	Elected at 1/27/19 annual congregational meeting to a 2-year term (1/27/19-1/27/21)		
Last, Brian (Property) Email: belast54@gmail.com	Elected at 1/27/19 annual congregational meeting to a 2-year term (1/27/19-1/27/21)		
Reiquam, Pastor Kari Email: pastorkari@holylovelutheran.org	Started as interim pastor, 5/1/20		
Rice, Sheila (Social Ministry) Email: skrice225@aol.com	Elected at 1/26/20 annual congregational meeting to a 2-year term (1/2020-1/2022)		
Roefeldt, Jean (Finance, Financial Secretary) Email: roefeldt4@aol.com	1981 - current: Financial Secretary <ul style="list-style-type: none"> Elected at 1/27/19 annual congregational meeting to a 2-year term (1/27/19-1/27/21) 		
Schmuck, Alan (Evangelism) Email: alan.schmuck@imaginecommunications.com	<ul style="list-style-type: none"> Elected at 1/29/17 annual congregational meeting to a 2-year term (1/29/17-1/27/19) Elected at 1/27/19 annual congregational meeting to a 2-year term (1/27/19-1/27/21) 		
Sinclair, Katie (Worship & Music) Email: celticheartranch@gmail.com	Elected at 1/26/20 annual congregational meeting to a 2-year term (1/2020-1/2022)		
Unrein, Mary (Council Secretary, Personnel) Email: u6279@aol.com	≈ 2000-2006: Council Secretary 9/20/11 - current: Council Secretary Elected at 1/26/20 annual congregational meeting to a 1-year term (1/2020-1/2021)		
Whitney, Beth (President, Personnel) Email: cwsounselor@comcast.net	Elected at 1/27/19 annual congregational meeting to a 2-year term (1/27/19-1/27/21)		

At the special council meeting held on September 27, 2020, council had additional questions regarding the Comcast Business phone and internet proposal for the church that involves coaxial cable. Council also discussed the fact that there would likely be a cancellation fee if the church and/or preschool switched to Comcast before the expiration of their contracts with CenturyLink.

CenturyLink – Early Termination Fees

Beth asked Lori to contact CenturyLink to see what the amount would be to cancel the agreement early. Leigh and/or Donita will find out what the cost of early termination would be regarding the preschool's agreement with CenturyLink.

On September 28, Lori Rieger sent council an email with the following information regarding the church's agreement with CenturyLink:

I contacted Century Link this morning and it looks like it will be about \$200 to cancel our account. However; they did warn me that in order to retain our existing phone number, we will need start the port transfer process as soon as possible as the account can not be canceled as long as there is an active phone number. In layman's terms, if we cancel before the number is transferred over the number goes away. If we wait too long, we could end up paying a Century link bill and a Comcast bill. So as soon as we know for sure that we are transferring we need to start the process.

Also on September 28, Leigh forwarded an email to council with the response she received from Terry in the preschool office regarding their agreement with CenturyLink:

We worked with Lori in the church office on the current two-year contract 1 year ago-- 9/4/2019 done 9/4/2021. Yes, there is an early termination penalty fee of approximately \$200 if we canceled today, (\$400 over the 2-year contract). The \$200 would be prorated over the months remaining. Our average bill is \$120 a month. We have had an account with them for 35 years and 10 months. Our current contract bundles unlimited long-distance and high-speed internet. When these contracts end and we do not up for something else our bill would most likely increase \$10.00 a month.

Comcast Business Phone and Internet Proposal

At the special council meeting on September 27, council asked Alan to contact the Comcast representative to inquire about the following items before deciding whether to proceed:

- At what point are we locked into a contract? Do we have an opportunity to back out?
- What fees and taxes will be added to the monthly amount quoted?
- What are the phone service capabilities?
- Are the four phone lines transferrable?
- Will Comcast be willing to guarantee a baseline speed? (Alan noted at the September 27, 2020 council meeting that the agreement calls for 300 upload/30 download speeds; if Comcast doesn't hit those numbers, we can renegotiate.)

On October 1, 2020, Alan emailed to council the following response he received from Liz at Comcast regarding council's questions. He asked that council read the final paragraph, which is Liz's suggestion that we move forward to get the paperwork in process and we can always make changes if needed later in the process.

Q: The total accounted in the email did not match the addition of the items on the [Service Order Agreement].

A: *That was an error in the email. The monthly total is \$418.20.*

Q: Holy Love is a non-profit and should be tax exempt.

A: *Comcast can add in your tax exempt info now or later. I just need a copy of your tax exempt form*

Q: Could we get a number that adds all the fees so that we can get an expectation of the full monthly bill? Even if it was just an estimate would be fine.

A: *I don't have anything as far as fees but I would say you could do a guesstimate of 10% of your entire bill. And that should give you the right amount of cushion.*

Q: There will be another phone number to be added to the list of numbers to port over. (303) 693-8519

A: *We can add the other phone number on the paperwork now if you would like. All Letter of Agency's need to be signed within 60 days of installation. So if your construction takes more than 60 days (which it will) we will need to do a resign of documents for the LOA and we can add it then as well.*

Q: Once Comcast corporate reviews this agreement, does the church get a second chance to review things before construction begins?

A: *And last- yes we will always review all documents after construction is completed and before installation takes place. So that means that we can completed change the entire order if we wish before we install and the order you originally signed before construction completed nulls.*

Let me know if you have more questions or concerns and let me know if you wish me to tackle the tax piece now.

My best advice is just sign now- we will tackle all details, tax, adding number, etc, before installation but you want to get that into the construction que ASAP. The sooner they can start the less likely winter will interfere with your construction timeline.

Liz

On October 3, 2020, a council member sent an email asking, "If I understand everything correctly, even if Comcast approves the proposal, Council would still have the opportunity to make a final decision to go forward before the construction begins. If this isn't correct, please let us know." Alan responded, "That is correct . . . That's why I am suggesting we move forward to get the ball rolling. We can always back out of the plan as long as we do that before construction starts."

MOTION/VOTE: On October 3, 2020, Katie Sinclair made “a motion that we move forward and sign the contract.” Laura Flynn and Alan Schmuck seconded the motion. There were 8 email yea votes received and accordingly the motion passed by majority.

Respectfully submitted,

Mary Unrein

Mary Unrein
Council Secretary