



Trinity Evangelical Lutheran Church
Evangelical Lutheran Church in America
 God's work. Our hands.
 Pastor Nathan Keith

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Trinity Church Council Meeting Minutes June 9, 2020

The June meeting of the Trinity Lutheran Church Council was called to order by Randy at 7:02 p.m. via Zoom. Martin led us in a devotion.

Roll Call

Mary Baldwin	Carolyn Hazlet	Larry Oolman
Steven Boss	Pastor Nathan Keith	Randy Wilkinson
Martin Greller	Linda Lebeda, Finance Director	Jennifer Zenor

Approval of June 9, 2020 Agenda

Martin made a motion to approve the June 9th agenda and Mary seconded. The motion passed.

Approval of May 12, 2020 Council Minutes

Mary made a motion to approve the May 12th minutes with additional clarification around the Council Goal of ‘Growth/Increase Community Fingerprint.’ Seconded by Larry. The motion passed.

Financial Status Report

Budget and Financial Statements

- General offerings for the month of May were \$15,594.59, under budget by \$1,183.84.
- Total monthly expenses were \$15,759.62, under budget by \$2,888.45.
- Year to date through May 31st expenses exceed total income by \$468.19.
- Overall, we are within \$1,000 of where we should be at this point in the year.
- Linda reported nothing major or unusual during the month in income or expenses.

PPP

- Trinity received the PPP loan in the amount of \$22,726 on May 20th. Linda will compile the required documentation for loan forgiveness as soon as we receive specific instructions. Thanks to Pastor and Linda for successfully applying for this loan opportunity.
- A new law was signed into effect last Friday to provide more clarification around the PPP.
 - The repayment period was increased from two to five years
 - The timeframe to spend the loan funds has been increased from eight weeks to much longer.

- Linda noted that we can choose to spend the funds in eight weeks and recommended to the Council that this would be her preference. The Council agreed.
- Should Trinity have to pay the loan back, the payment process would start on December, 16, 2020 in the amount of \$1,278.73 per month.

Investments

- We received the InFaith investment check to fully liquidate the account in the amount of \$19,014.21 on May 21th.

Offerings and Counting

- Online offerings have increased since the start of COVID-19. In March, we received around \$1,000 per month. By May, our on-line contributions increased to \$7,500 per month.
- Martin asked if the reduction in costs can be attributed to not holding in-person services. Linda responded yes to this question and also that the office manager has not been in the office in an attempt to reduce expenses.
- Martin asked if Tish would be able start working her full shift. Pastor replied that Tish was in last week and will be starting to work her full hours in the coming week.
- Linda asked if we could increase the counting of offerings to three times a month to more readily deposit checks. Randy and Steve will count this week and coordinate with other Council members if help is needed in the future.
- Jen made a motion to accept the financial report as presented, Carolyn seconded. Motion passed.

Fiscal Policy

- *Pastor Nate, Linda, and Jen will meet on July 1st at 12:00 to continue working on the policies. Pastor will arrange for a Zoom meeting.*

Unfinished Business

Constitution and By-Laws Revision

- *Pastor, Randy, and Jen will continue work on the constitution on July 1st at 1:30. Pastor will connect with Thom to see if this works with his schedule.*

Rental Policy for Gruver Room

- *Jen will work on a short form draft to present to the Council in July.*
- Martin suggested that the website invite people to connect with staff to request the proper event rental form.

Day Center

- Steve shared that he met with the three different planning groups and he is in the *process of pulling a report together from these meetings*. Steve is also talking with other churches regarding Day Center collaborations.
- Pastor shared that a young gentleman has been stopping by to have lunch at the church and asked him what the Day Center would look like—this is exciting.

South Drainage

- Randy shared that the window wells should be in next week. *Randy will gather people to help with this project.* Steve shared his willingness to help.

Council Goals

- Constitution and By-Laws—In process; see notes above.
- Council Calendar—Work will begin in this after the constitution work is finished.

- Council On-Boarding and Recruitment Materials— Work will begin in this after the constitution work is finished.
- Day Center—Continuing to research and implement the structure
- Fiscal Policies and Procedures—In process; see notes above.
- Growth/Increase Ministry in our Community—*This will be an agenda item on the July agenda.*
- Gruver Room Rental Forms—In process; see notes above.
- Property Goals—*develop committee—Larry volunteered to lead this committee.*
- Visioning—*This will be an agenda item on the July agenda.*

New Business

COVID-19 and Re-Opening Plan

- Thom Edgar shared an e-mail regarding his thoughts on re-opening with the Pastor and the Council. Overwhelmingly the Council agreed with his points and position.
- Pastor shared information regarding other church re-openings in the community:
 - The Methodist Church will re-open on June 21st or 28th
 - The Episcopal Church will re-open on July 5th
 - Zion is providing three services per week
 - None of the churches are administering communion or the sharing of peace. Pastor was unsure if the churches are or will be singing.
- Randy shared that Governor Gordon's new COVID-19 orders will be released next Monday or Tuesday.
- Steve read a report that warned against singing because of the increased spread of droplets and because of the deep breathing involved with singing.
- Carolyn read an article stating that in addition COVID-19 impacting the lungs, it could also be related to disease in the blood.
- Council members agreed that providing an in-person service with a separate recorded service is a lot to ask of Pastor.
- Can we enforce members to wear masks? What if people refuse? As a private institution, we can set any rules as long as they don't discriminate against protected groups.
- Council members and Pastor agreed that singing, peace, and communion would be high transmission opportunities.
- Pastor shared that an in-person worship with no music, communion, and sharing of the peach will result in a much shorter service. The Council is not sure this would meet the needs of people eager to return to in-person worship.
- Conditions of the school district and UW re-opening were discussed.
- Jen made a motion that we provide virtual workshop until August 31st in accordance with Rocky Mountain ELCA Synod recommendations. The Council will assess re-opening again at the August Council meeting, seconded by Mary.
- Discussion
 - Randy indicated that he will vote nay as the community is opening up our schools and businesses. In addition, counselors are working to combat the isolation that this epidemic has caused for individuals.
 - Pastor shared the Bishop's recommendations to host small group ministries limited to 15 people such as devotions, prayer groups, reflections, small chapel services, Wednesday evening services, etc. With this framework, AA could start meeting again at Trinity.
- Jen amended her motion to include small group ministries for 15 people or less with Pastor and the Council to work on the structure, cleaning protocols, and schedule. Steve

seconded the amendment.

- Martin called the question.
 - Six members voted yea and one member voted nay, motion passed.
- Randy encouraged Pastor to determine a schedule for small group ministry based on his capacity; the Council fully supported Randy's recommendation.

Staff Reports

- Pastor received the equipment to record the musicians playing for virtual services. The Council agreed that this adds beauty to the services.
- Pastor reported that things are slowly getting back to some sense of normalcy.
- He was honored to preside at a burial today. To date, there have been no requests for funerals but he expects that this will come soon.
- Pastor received four calls from parishioners last Saturday morning. The impact of COVID-19 and the need to connect are growing.
- The Women's Bible Study will start meeting tomorrow morning at 10:00 a.m. Pastor will request that everyone wear masks.
- Pastor met with Jacob who is helping out with youth ministry. Jacob was facilitating Zoom bible studies on Monday nights. He would like to organize hikes, bike trail rides, and a weekend VBS for Trinity this summer.
- Pastor requested that Randy share a 'State of the Church' message from the Council during a virtual service; Randy graciously agreed.

Administrative Items

Correspondence

- No correspondence to review.

Counters

- Randy and Steven will take the lead and connect with other council members as needed for help.

July Devotions

- Mary

Next Meeting

- July 14, 2020

Adjournment

- Pastor shared his appreciation for the Council. "These are unprecedented times in which we are having to make difficult decisions; this is not easy space."
- Randy thanked Pastor for all of his work to hold us together.
- Martin made a motion to adjourn the meeting at 8:41 p.m. and Mary seconded. The motion passed.
- Pastor led the Council in the Lord's Prayer.

Respectfully Submitted,

Jennifer Zenor

Jennifer Zenor
TELC Council Secretary