



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 September 8, 2020

The September meeting of the Trinity Lutheran Church Council was called to order by Randy at 7:06 p.m. via Zoom. Stephen led us in a devotion.

Roll Call

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

Jennifer Zenor was unable to attend and will take minutes via the recorded Zoom meeting.

Approval of September 8, 2020 Agenda

Mary made a motion to approve the September 8th agenda and Martin seconded. The motion passed.

Approval of July 14, 2020 and August 11, 2020 Council Minutes

Martin asked for more time to review the July and August minutes. Linda offered to send corrections for the July minutes to Jen. Randy will connect with Jen and send a link to everyone to electronically vote on the July minutes.

Financial Status Report

Budget and Financial Statements

- Linda noted a significant decrease in August offerings; received \$11,058.64 which is at 63% of budget.
- Year to date we are at 92% for income and expenses; both income and expenses are underbudget. Net income to date is \$1,238.63.
- Expenses have been lower due to not having in-person worship, lower Office Manager costs, and other worship expenses.
- In September to date, we have received \$5,000 in offerings. Linda will update Pastor throughout the month.

ELCA Mission Investment Fund

- The new account with the ELCA Mission Investment Fund is in process. The check and application have been submitted.

Payroll Protection Loan

- We are still waiting for the PPP loan forgiveness application to be made available by US Bank.

Larry motioned that to accept the financials as presented. Mary seconded. Motion passed.

Unfinished Business

South Drainage

- A time to work on this will be set in the near future. Stephen offered to help complete this project.

Day Center

- Steven Boss provided the following report on the Day Center:
 - I had a nice conversation with Evelyn Edson, the Director of Albany County United Way.

VISTA (Volunteers in Service to America) AmeriCorps Service Position

- The VISTA service member would be available for up to 40 hours per week;
- The VISTA service member would be a recent college graduate and might be a social work graduate;
- VISTA rules state that the service member cannot be used for regular church staff work, cannot be used for outreach on behalf of the church.
- The service member is there to:
 - Help raise money for the establishing of the program;
 - Apply for and manage the grant application/spending process;
 - Research and put together the proposal for the formal Day Center program;
 - Help establish and advise on setting up the infrastructure for a Day Center program @ Trinity

Applying for a VISTA AmeriCorps Service Member

- The local coordinator for VISTA – Action Resources is Lina Dunning;
- Lina runs the application program. She would be our first contact.
- Lina@feedinglaramievalley.org
- We are responsible for putting together a position description;
- Lina is responsible for vetting the position description and advertising the position;
- She can specify that the intern has a Bachelor's Degree in social work etc.

Grant Resources

- Evelyn recommended several venues for grant monies to help setup a non-profit 501C3 organization. They are noted as follows:
 - Guthrie Family Foundation
 - Ellbogen Family Foundation
 - United Way – Until we form an independent 501(c)(3) for our Day Center, we cannot receive grants from the United Way. The exception to that rule is to apply for a United Way 501C3 Startup Grant. This \$5,000.00 grant helps to establish a 501(c)(3) and would cover the \$1,000.00 fee payable to the US Government to go through the application process. The cost of applying in Wyoming for a 501(c)(3) is \$50.00.
 - Trey Sherwood would be a valuable grant writing/obtaining resource as she has experience writing and managing grants.

501(c)(3) Rules/Justification

- When we establish a 501(c)(3), we need to make it clear that we will not be competing for clients with Family Promise and Interfaith Laramie. That should be fairly easy to do as our focus would be fairly small-scale 5-10 clients and they would be single men. Family Promise is more geared towards women and children and Interfaith,

while being geared to single men, is often at capacity. Our services at Trinity would be a complementary service. The ultimate goal of Interfaith and Family Promise is to see a brick and mortar shelter build/establishing in Laramie.

Martin questioned if we needed to set up a separate corporation and 501(c)(3) for the Day Center? Could another organization serve as a sponsor such as Interfaith or structure it as the Interfaith Day Center @ Trinity?

Stephen shared that without 501(c)(3) standing, we are not eligible to apply for grant funds such as United Way. Additionally, most often, religious organizations are not eligible to apply for government and foundations funds. Stephen would like to look into what grants are available to 501(c)(3)s and non 501(c)(3)s organizations. Stephen will report back on collaborations with Interfaith and 501(c)(3) options.

Larry asked if the VISTA would be the person on site when the Day Center was open. Stephen responded yes. Pastor also shared that he, and the Council, would have oversight responsibilities for the VISTA.

The Council thanked Stephen for all of the work he has completed thus far.

In regard to updates, Pastor shared that people have liked the **Council updates** that have been provided by video. Pastor asked Randy if would be interested in providing another one; Randy agreed.

Council Calling Feedback

- Pastor shared that the feedback received from his contact with members and feedback from Council calls is all over the place in regard to commencing in-person service; some want service and others will not come even if safety measures are in place and/or a vaccine is in place.
- Consensus was that everyone was truly enjoying the video services.
- It was recognized that this will add to Pastor's work to provide recorded and in-person services.
- Pastor shared he is prepared and excited to offer both services while also being nervous about the health risks.
- Mary asked if there are any legal measures we should consider if we open up again. Pastor knew of no measures other churches in Wyoming are taking. Randy also shared that people are not required to attend but rather will come of their own free will.
- Stephen asked about guidance from the ELCA. Pastor shared that the overarching guidance is to worship online while also noting that the Rocky Mountain Synod has large metropolitan areas and smaller communities so churches can use their discretion around resuming in-person worship.
- Casper and Gillette have resumed in-person service for the last several months. Gillette has done so without masks and the Pastor is nervous. Lander has offered outdoor services.
- Mary noted concern about entering and leaving service as there are more opportunities for contact during these times as compared to sitting in service.
- Pastor shared another option is to have a couple more cameras positioned to provide close up recording during the live service, edit, and then air this the following Sunday on-line.

- Stephen moved to offer a managed, in-person service, that complies with CDC guidelines and the Trinity COVID Plan. Larry seconded.
 - Discussion
 - Larry asked if the plan needs to have a cap based on community exposure to COVID. Randy suggested that Pastor call the Council together for a special meeting if the numbers rise or if there are concerns.
 - Martin shared that he is less supportive of initiating face-to-face service than before the survey because of hearing less demand than he anticipated hearing. He is, however, influenced by Pastor's desire to open and does not want to deny him permission to do what he feels is right. Pastor shares that it is more closely related to having a servant's heart rather than being right.
 - Larry noted that his research has shown that churches that have opened up and had COVID cases have mostly done so without any precautions.
 - Motion passed.

Fall Worship Plan

- The fall worship plan is outlined in the letter Pastor drafted for the Council to review. With the feedback provided/to be provided from Council members, Pastor will send this to the congregation.

Laundry Equipment and Installation

- Part of the Day Center conversations have included laundry equipment. In addition, people accessing the Campus Cabinet and others that have come in needing showers, also need laundry services.
- Randy asked if we have the necessary hookups. Pastor shared the north side of the kitchen is space that has been discussed. DOE Plumbing has donated services in the past and may be willing to help again free of charge.
- The option to have the laundry area in the library was discussed as a more practical space.
- Martin suggested that more planning may be necessary regarding the Day Center overall but that it should also not keep us from moving forward. Steven shared that he will put together a proposal that the Council can vote on in October.

Girls Scouts Returning in Person

- A few clubs have met at the church in small numbers and are interested in larger group meetings with safety precautions in place.
- Pastor will contact the Marie Frick with the Girls Scouts and share that the church is open to resuming meetings with cleaning guidelines and protective measures in place. He will ask that they bring and use disinfectant spray as part of the cleaning process.
- Larry motioned that Trinity allow small groups to begin using the facility again with the necessary cleaning and protective measures in place. Stephen seconded. Motion passed.

Staff Reports

- The exhaust vents in the sanctuary have been inspected and fixed. The electric engines were working but the belts were disintegrated; in essence, they were not doing anything. Heat should be on this evening to make sure the musical equipment stays in tune.
- Pastor thanked the Council for their endurance and compassion during this time of COVID. He prays for the day that we can gather again in person without fear.

- The Rocky Mountain Synod meeting will be held next week via Zoom. Pray for Pastor as he will be sitting in front of the computer all next week. The topic will be centered around systemic racism; Pastor will share information with the Council.

Correspondence

- No correspondence to report.

Counters

- Trish will continue to process offerings in the office.

Next Meeting

- Tuesday, October 13, 2020 @ 7:00 p.m.

October Devotions

- Carolyn

Adjournment

- Made a motion to adjourn the meeting at 8:50 p.m. and Mary seconded. Motion passed.
- Pastor led the Council in the Lord's Prayer.

Respectfully Submitted,

Jennifer Zenor

Jennifer Zenor
TELC Council Secretary