

First Lutheran Church
Church Council Meeting
December 8, 2020

Agenda

- A. Opening Prayer -Natalie Peters
- B. Approve Agenda
- C. Approve Church Council Minutes- November, 10, 2020 Meeting
- D. New Business / 7:20pm
 - i. Property Committee- Council representative request
 - ii. Church Governance Task Force
- E. Old Business / 7:30 pm
 - i. Transitional Minister - Update
 - ii. Call Committee - Update
 - iii. Opening Church/Covid Task Force
 - iv. Annual Meeting
 - a. Holding a Streamed Annual Meeting
 - b. Nominations
 - c. Budget 2021 -Bryan Hansen
 - d. Pre-Annual Meeting Adult Forums in January
- F. Budget 2020 / 8:25 pm
- G. Open Comments
- H. Closing Prayer - Natalie Peters / 8:35 pm

Information Items

	Baptized	Confirmed
1. MEMBERSHIP as of November 1, 2020	1157	959
Members received:		
A. by baptism (15 years and under)	1	
B. by baptism (adult)		
C. transfer from ELCA congregation		
D. other Lutheran		
E. affirmation of faith		
F. transfer from non-Lutheran congregation		
G. other and statistical adjustment		
2. Members Removed		
Members removed:		
A. death	2	2
B. transfer to ELCA congregation		
C. transfer to non-Lutheran congregation		
D. other and statistical adjustment	5	5
MEMBERSHIP as of November 30, 2020	1151	952

Average Attendance

NOV.	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
	470	478	447	430	413	419	466	415	306	368	COVID

Added:

Baptism: Camden Miller
 Affirmation:
 Transfer:
 Other:

Removed:

Death: Ethel Fairchild, Paul Thoren
 Transfer:
 Dropped Due to Inactivity: Nick, Scott and Kim Brown
 Other: Roger and Ryan Chappelle

Notes: See the following Communications Report from Kathleen Simley for online Worship participation due to COVID-19.

COMMUNICATIONS REPORT

November 1-30, 2020

by Kathleen Simley, Communications Director

November was a busy month. While my position did not go full-time until December 1, my workload in November was full-time.

My normal weekly/monthly activities continued through the month:

- Daily Facebook and Instagram posts
- Daily News posts on website
- Wednesday *First Things First* e-newsletter
- Sunday worship e-newsletter
- Set up and run Sunday livestream worship
- *The Voice* newsletter
- Website updates

Additional activities during the month included:

- Produced and published the online *Grateful Hearts* concert on November 22
- Created and published the digital *Gifts of Hope* catalog (you can view it at <https://online.flipbuilder.com/zbfu/razx>)
- Created promotions for *Gifts of Hope* market
- Set up the online *Gifts of Hope* store (you can visit it at <https://first-lutheran-church-lincoln-ne.myshopify.com>)
- Recorded all the mid-week Advent worship pieces / Produced the pre-recorded video of the first online mid-week Advent worship service for December 2
- Livestreamed the wedding of Anna Ripa and Riley Johnson on November 14

I have created a special page to my report that gives you an easier snapshot of our impact and reach during the month of November. A few thoughts I might share with you about the data include:

- Our reach on Facebook continues to increase each month.
- Our open rate with *First Things First* in November did drop in November compared to previous months. I don't have any reason as to why. But, the open rate of 53% is still very high and has leveled to the rate it was prior to the pandemic. It will be interesting to watch whether it stays at this level or not in the coming months.

- The Sunday worship email open rate dropped in November, too. I believe this is due to more people bypassing the email and going directly to either Facebook or the livestream worship page on our website to access the livestream worship service. This is actually a habit I have been wanting to see happen.

I want to thank the Church Council for approving the part-time Communications Coordinator position at First Lutheran to becoming a full-time Communications Director position starting December 1. I want to also express my gratitude for allowing me to transition from the part-time position to the full-time position. I appreciate your vote of confidence in me to continue communicating the message and ministry of First Lutheran Church. I am excited about what the full-time position has in store for me, but most importantly, for First Lutheran.

I also want to say "thank you" for the bonus given to the staff in November. While it was unexpected, it was very much appreciated. I am proud of how my colleagues have stepped up and taken on additional responsibilities with a positive attitude and grace these past six months with the departure of other co-workers. Your recognition of this extra effort means a lot to us. Again, thank you so very much.

I want to also wish all of you a Merry Christmas! Our Christmas celebrations will look different this year than in the past, but one thing will be the same...THE REASON we will be celebrating.

First Lutheran Church

Reach and Impact
November 1-30, 2020

FACEBOOK

Page Followers	711 (+14)
Page Likes	601 (+6)
Post With Highest Reach	A Prayer for Putting on a Facemask - November 22 1, 569 people reached / 134 reactions, comments & shares
Live Special Events	Grateful Hearts Concert - November 22 1, 140 people reached / 326 people engaged

EMAIL CAMPAIGNS

First Things First	53% Average Open Rate (-9%) 22% Average Click Rate (-10%)
Sunday Worship	46% Average Open Rate (-2%) 38% Average Click Rate (-8%)

WEBSITE

Homepage	1, 242 Page Visitors 861 Sessions (<i>number of times visitors engaged with the page</i>) 364 New Visitors
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WORSHIP

Sunday Facebook Livestream	350 Average People Reached 166 Average People Engaged
Livestream Web Page	793 Page Visitors 541 Sessions (<i>number of times visitors engaged with the page</i>)



Congregational Council Meeting

First Lutheran Church

November 10, 2020

MEMBERS PRESENT: Dave Pfister, Rebecca Pfabe, Judy Bailey, Brian Niebuhr, Lisa Rauner, Mike McDannel, Denise Mainquist, Natalie Peters, Dawn Brock, Bill Watts, Judy Batterman, Byron Fischer, Scott Seebohm, Pastor Steve Griffith, Tony Anderson, Kim Cordonier

MEMBERS ABSENT: None

STAFF PRESENT: Sharon Hardel, Bryan Hanson

OTHERS PRESENT: Mark Wemhoff, Stewardship Committee Chair

MEETING RECORDER: Ann Carlson

CALL TO ORDER: President Mike McDannel called the meeting to order at 7:00.

- A. OPENING PRAYER AND MEDITATION: Denise led the opening prayer and meditation.
- B. APPROVE CURRENT AGENDA: It was moved and seconded to approve the agenda. The motion was approved.
- C. APPROVE MINUTES OF THE CONGREGATIONAL COUNCIL MEETING OF OCTOBER 13, 2020: It was moved and seconded to approve the minutes. They were approved.
- D. OLD BUSINESS:
 - i. Re-opening the Church
 - The Covid Task Force meets tomorrow.
 - Staff is encouraged to work from home.
 - There will be a wedding on Saturday in the Church. A baptism is scheduled for Saturday as well.
 - Everyone involved is aware of where we are on the Covid Risk Dial.
 - The other Lutheran churches in town have cancelled in person worship. First Plymouth has also announced that they will have no in person worship.
 - Mike and Pastor Steve were on the Adult Forum Zoom Call to discuss the Call Process. During the Forum Call, those attending were supportive of the decision to cancel in person services.
 - Staff is working on ways to observe Advent and Christmas Eve Services.
 - ii. Call process – Call Committee update, MSP, Seven Reflections
 - The first 45 minutes of the Adult Forum Zoom Call focused on the Call process.
 - The MSP was accepted for filing today. Both the MSP and the Seven Reflections have been submitted. A confidential reference/recommendation has also been received.

- The Call Committee met three times. They are developing questions for mock interviews.
- iii. Pledge cards – Stewardship Committee
- Bryan submitted a nice article for *The Voice*. The stewardship statements for the first ten months of the year will be mailed this week. The statements will contain a message about the stewardship plan and pledge. Bryan thinks that we should wait to follow up on pledges not received after Thanksgiving.
 - What happens if someone is on Simply Giving and we don't hear from them? No changes will be made, and they move to the pledge category.
- iv. Transition Minister Update
- Thus far, there is not anybody to assist Pastor Steve.
- E. NEW BUSINESS:
- I. Annual Meeting dates
- The Annual Meeting will be held via Zoom on January 31.
 - We are looking into how the voting will be done. Currently, the thought is that voting can be done like what is done for a polling question.
 - A quorum is 5% of the congregational members.
- ii. 2021 FLC Budget – Bryan Hanson
- Bryan's projection is that our 2020 receipts at the end of the year will be down by 6.4%. He is projecting a surplus at the end of the year in the amount of \$48,545. If we would have had a full staff, our year end projection would be a deficit.
 - Bryan's projections do not include the PPE loan in the amount of \$48,000. We are waiting to hear that our PPE loan will be forgiven. The worst case would be that the loan needs to be repaid at a 1% interest rate. We used more than the PPE loan amount for salaries. The PPE funds were received on May 1.
 - Bryan presented a first draft of the 2021 budget.
 - Council members discussed if we should include a budgeted item for a special appeal for a search for a new pastor and their relocation costs. The estimated expenses would be \$23,000. We would be working on our second capital campaign around the same time as we would be asking for this special appeal. The consensus of the Council is not to ask for a special appeal at this unusual time as it is critical that we have a successful soft capital campaign.
 - Council members also discussed what they would like to do with the budget surplus. A decision will be made next month. Ideas discussed were: 1) buy an Epson copier in the amount of \$10,434; 2) use funds for the Call Committee; 3) use funds for the relocation of the new pastor; 4) use funds our budget recovers from the pandemic.

- In the Benevolence section of the budget, the recommendation of that 70% would go to the ELCA and Nebraska Synod and 30% to local benevolence. For 2020, the total benevolence amount would be 17% of receipts. Bryan stated that by the year 2028, we will be back to giving 20% of receipts.

F. CURRENT BUDGET REPORT:

- YTD receipts through October 31 are \$52,518 under budget; YTD expenses through October 31 are \$94,330 under budget. YTD surplus through October 31 is \$41,812.

G. STAFF REPORTS:

Pastor Steve's Report:

- Pastor Steve had two corrections to his report. Steve Lenzen helped with snow removal. The name of one of the confirmands was misspelled.
- We are not eligible for the new CARES grant.
- We contracted for a temporary Building Superintendent. That temp will be discontinued because of our building closure.
- We are looking into a cleaning service. They would clean five days a week for a total of 40 hours/week. If a cleaning service is hired, their fee would include payroll taxes, health insurance, pension and cleaning supplies. If a cleaning service is hired, when would they begin work? There is quite a bit of cleaning to do in the church building. The Property Committee has been very helpful in this discussion. Council will not act on this matter tonight.

Sharon's Report:

- Sharon reminded everyone about the 500 Can Challenge during the month of November. If we can collect 500 food items for the Food Pantry, Thrivent will give an additional \$500 for the pantry.

H. OPEN COMMENTS:

- The Property Committee is looking for a member of Council to attend their meetings.
- The Property Committee is looking at installing a handrail up the ground level in the area of the church used by Dimensions.
- Mike is looking for comments as to our corporate governance. What works best?

I. CLOSED MEETING – STAFFING MATTERS: Discussion was held in closed session with Council members only.

J. CLOSING PRAYER – DENISE MAINQUIST:

**First Lutheran Congregation Council
Transition Pastor Report for November 2020
December 8, 2020
Rev. Stephen Griffith**

Call Process

The Call Committee is becoming familiar with the Ministry Site Profile, preparing questions to ask of candidates, and holding practice interviews. Committee Chair Steve Eicher presented an update to the Adult Forum in November and is scheduled to present again in December and January.

Building and Grounds

In consultation with the Property Committee, we contracted with a temporary staffing agency for a custodian 30 hours per week. This worked well, but the COVID Risk Dial was moved to Red, and we cancelled group meetings and activities in the building. With less traffic through the building, we determined this service was unnecessary at this time, and ended the contract after one week.

We have proceeded with the plan to contract with Smith Care, a professional cleaning service, beginning December 1. Smith Care will place qualified workers in the building Monday through Friday. The contract includes cleaning all areas, except those used by Dimensions, and purchase all cleaning supplies. In addition, they handle all payroll, taxes, insurance and pension for their employees.

We have contracted with J-Tech for snow removal and clearing the parking lot. When snowfall is light, we will rely on our Building Superintendent to clear sidewalks, steps and ramps. Steve Lenzen has agreed to do this work until a Superintendent is hired.

I am very grateful to Cyndi Crouse for her invaluable assistance in getting information and arranging meetings with these contractors. I also thank Steve Lenzen for organizing several custodial and maintenance storage spaces in the building, and for clearing materials left after construction from the northwest corner of the parking lot and near the west storage building. Paul Scheel has agreed to field questions I have about building issues that arise and point me to the appropriate contractors who can resolve them.

Staffing

We are seeking a Building Superintendent to work approximately 20 hours/week, who will care for facilities operations, building systems, maintenance, snow removal and lawn care, and arranging any contracted repairs and/or inspections.

Kathleen Simley has accepted the full-time position of Communications Director, effective December 1. She will be responsible for livestreaming worship on Sundays and other times; producing our weekly First Things First emails and monthly Voice newsletter; recording and producing videos of other services and presentations; coordinating the church's Zoom activities and social media posts and events.

We have renewed the contract with Lindsey Boyle, our FaithTrek Coordinator, to retain her services through December 2021.

Worship and Music

The Worship and Music Committee has decorated the Gathering Space, Sanctuary, and Chapel for Advent and Christmas. Special thanks to Molly Goninan and Jan Christensen for leading this effort.

Because of the COVID restrictions, the Wednesday Advent services will be recorded and presented online. Cantors and speakers have filmed the first two weeks of the Holden Evening Prayer service, and the first week premiered on December 2. Thank you to Kathleen Simley and Masako Bacon for planning, recruiting participants and recording these beautiful services. Work continues to prepare the recorded services for Christmas Eve.

We are also planning a Parking Lot Carol Sing on December 20, using our low-power AM transmitting equipment to allow musicians and readers to be heard over the participants car radios.

Fellowship

The Fellowship Committee sponsored an Advent Drive Through on November 22. More than 70 carloads and were able to stop at different stations where they received an Advent calendar, a storybook, and donut holes. They could also buy Fair Trade products, drop off food items for the Lutheran Food Pantry, and empty spare change into a "noisy offering." The food drive brought 2,666 items for the Pantry, which qualified for a challenge donation from the Thrivent 500 Can Drive. The "noisy offering" netted more than \$700. Thanks to all who worked hard to organize this creative opportunity to gather safely as a congregation.

Gifts of Hope

This year the Gifts of Hope Alternative Market is entirely online. The committee selected nine charities to feature in an interactive online catalog which was activated November 25. Online shopping will be open December 5-6 through our First Lutheran "store" powered by Shopify.

Comments

I find myself inspired by the creativity and dedication of this congregation and the staff. The vision of celebrating "the gifts of God that can empower us to engage in the struggles of life, to care for each other, and to serve Christ where we work and live," is not just words painted on the wall. This is who the people of First Lutheran strive to be.

With much love,
Pastor Steve

Director of Worship and Music
Masako Bacon
November 2020

Sunday Musicians

November 1 Spirit Ringers, Ann Nitzel, Erin, Grace, & Will Niebuhr
November 8 Chorister Orff Ensemble, Navy Mathes
November 15 Kristi Fisher, Luke Anderson
November 22 Christ the King
Adult Choir, Christine Carman, Tracy Knezevic
November 29 Advent I
Spirit Ringers, Chorister Orff Ensemble, David Pitts

Overview

We are grateful to have such a vital congregation. Despite this pandemic, people keep serving from home or to be in-person for the worship services. We have tried virtual ensembles for Adult Choir, Chorister Orff Ensemble, and Spirit Ringers. It is quite different. It takes much more technical independence and is a technology challenge to each who are involved. We are so grateful to have such resilient people who have tried this mutant musical experience (some people tried multiple times.) This virtual version of an ensemble takes time to be compiled and edited after the individual recordings are done. We appreciate the extra efforts and time of Brian Niebuhr and Kathleen Simley to make COVID versions of ensembles available for the congregation.

As much as we all are disappointed to keep the live streaming only worship service option with this raising number of COVID cases, we are grateful for strong leadership of the congregation.

Advent & Christmas

1. Advent Decoration

Molly Goninin and Jan Christiansen decorated the building. Worship and Music voted not to purchase new decoration this year since there will be no in-person worship services. They creatively decorated the chapel, sanctuary and Gathering area.

2. Advent Midweek Worship Service

(video attached to *First Things First*, Zoom at Noon, Facebook Live at 6:30pm)
Most parts of the services were recorded in November.

Advent I: Speaker- Bailey Sandman Cantors: Erin Pfister, Megan Lyons
Advent II: Speaker - Zach Schafer Cantors: Martha Tanner, Becca Simley
Advent III: Speaker - Jones Koffa Cantors: Erin Pfister, Megan Lyons
Advent IV: Speaker - Tracy Knezevic Cantors: Martha Tanner, Becca Simley

3. Christmas Eve Worship Service

They will be pre-recorded mainly to involve more people safely.
Multiple cantors, Christmas Virtual Choir, Chorister Orff Ensemble, Spirit Ringers, brass, flutes, string ensembles, piano, and organ will lead the early service which will be released at 5pm. The late service involves the people who usually serve at the latest worship in the chapel and will take the form of a prayer service. It will not include Holy Communion.

4. Christmas Day Prayer Service

This service will be with Scripture readings and prayers. It will not include any music. Holy baptism of Carson Peters will be celebrated.

5. **Christmas Carol Singing in Parking Lot - December 20 4:00pm**
This will be the first gathering in the parking-lot safely using AM radio transmitter. People will stay in their cars and share Christmas joy with the church family. This event will be held in collaboration with the Fellowship Committee. Christine Carman will be the keyboardist and will have a few singers to lead the carols.

6. **12 Days of Christmas - Carols & Lessons**
Each day, between Christmas and Epiphany, the congregation will receive an email containing Scripture, Carol (video), and the background stories for each carol.

Respectfully submitted,
Masako Bacon
Soli deo gloria

Sharon Hardel's Report to Council Nov. 11, 2020 – Dec. 8, 2020

I want to thank Council for their generosity. I was shocked and brought to tears when I received Mike's note about the bonus you voted to give us. It has been a tough year in many ways, but I have always felt supported and appreciated. Thank you, thank you, thank you!

Activities This Month:

Sunday Morning lessons for Middle and High School are still being sent out weekly. The same lessons are being used for both groups. Weekly mealtime conversation starters are being sent to both age groups. We were unable to meet in person for lessons, but the Middle School youth helped out with the FaithTrek and Learning table at the Advent Drive Thru and build a "Thankful Tree" for those that drove through to add leaves of thanks for all they were thankful for this season.

The High School Youth group met via Zoom on November 15 and watched the movie "Amazing Grace" based on the life of William Wilberforce a British Parliament member who fought to abolish the slave trade. Then we had a discussion about the slave trade and how things have or have not changed since that abolishment. Six of our High Schoolers participated in the LYON Assembly (Lutheran Youth of Nebraska) which was held virtually November 21 and 22. As our service project for that event, the youth helped to count and pack the food for the food pantry that was collected during the Advent Drive Thru. We had one additional High School youth join us for the service project. We did not meet on November 29.

Middle and High School Youth are both baking cookies at home December 5 – 6 and then bringing them to the church at 4:00 pm on Sunday December 6 for a cookie exchange and cookie donation to Matt Talbot, Steve Lenzen will use the cookies for the meal First Lutheran supplies.

The Dinner Plus Learning youth met in person November 18 and December 2 via Zoom. Denise Mainquist joined us on November 18 to lead some prayer activities. Supplies were handed out to each student to use at home during the conversation. On December 2 we began our lesson on Baptism. Families sent in pictures of their child's baptism and we tried to guess who each student was. Then we looked at the pictures to find similarities and differences to determine what really is necessary for a Baptism. We then watched the Advent mid-week service together.

Coffee Talk, Faith to Go, and Gather and Gab continue to meet and have good discussions.

Pastor Steve are alternating leading the Tuesday and Wednesday Bible Study groups. We will take the week of Christmas and the week after Christmas off and then pick up again in January.

As staff we did more Advent and Christmas planning.

The Next Move: Tools For Interculturality and Anti-Racism online class led by David Scherer and Joe Davis continuing education class I am taking is going well. There have been some difficult conversations that have challenged all of us and I am realizing how much my privilege has allowed me to be unaware of so many things. My last class will be Monday December 7. I have been sharing some of what we're

learning during the group conversations I am part of and have the power points for each class if anyone is interested in having some conversations in the future.

Projects Working On:

1. Christmas activities for families with Lindsey
2. Confirmation Dinner + Learning Program and sending out Middle and High School Learning lessons
3. New Year's Eve activity for families

Keeping you all in prayer,

Sharon Hardel

Council Report

November 2020

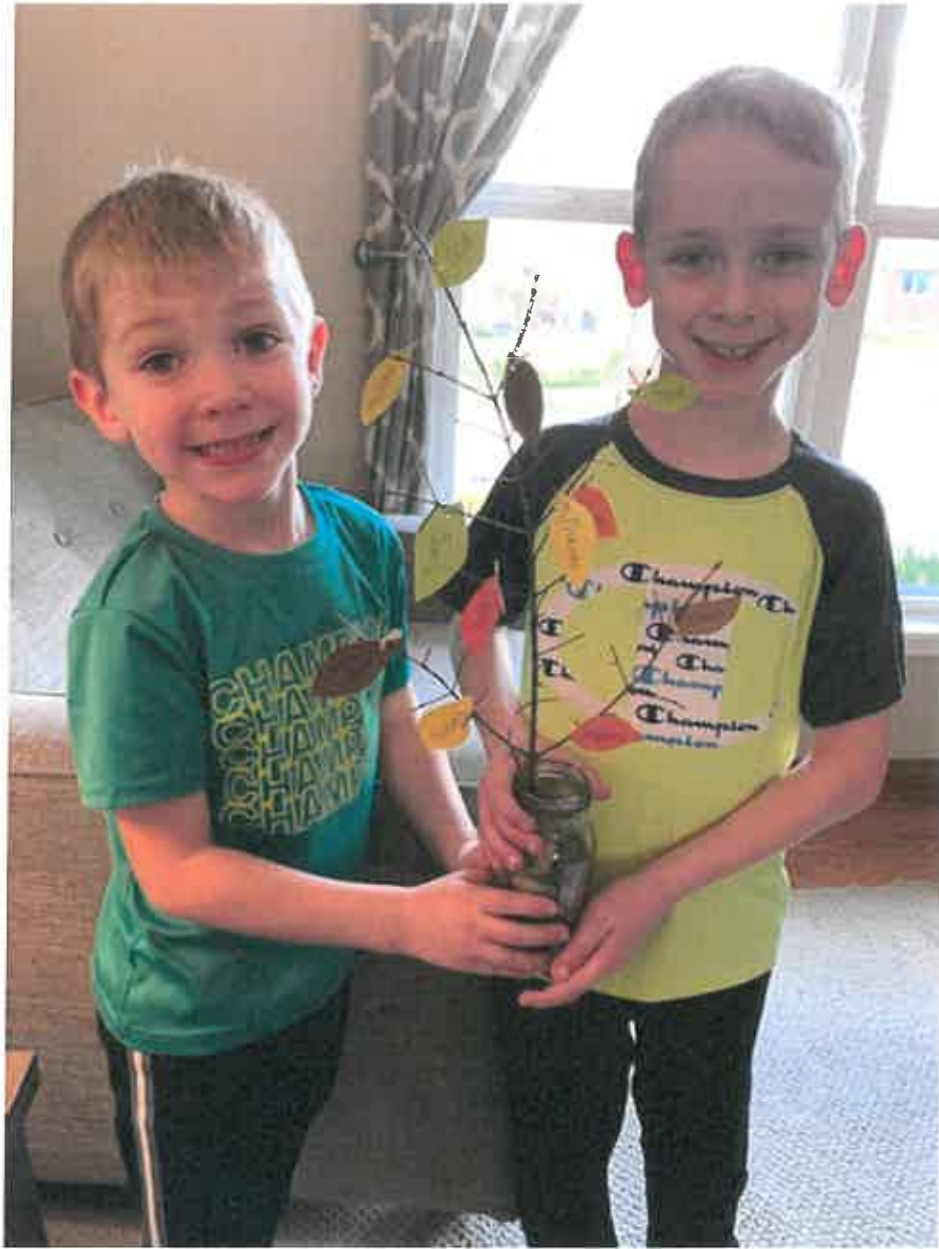
Lindsey

November was a month full of gratitude. FaithTrek focused on finding ways to show gratitude, which was our word of the month.

- The app was full of videos recorded by FaithTrek leaders as well as Sharon and Pastor Steve about gratitude.
- Families were encouraged to make trees using branches from outside and hang leaves from the branches with one word describing something they are grateful for.
- In November, the First Lutheran staff spent a lot of time preparing for Advent. Sharon and I, along with a volunteer from the congregation, put together Advent kits for families to pick up during the Advent drive through celebration on November 22. We included a family Advent calendar, a family devotional, a Fair-Trade chocolate bar reminding families to shop Gifts of Hope and more. We passed these out on November 22 with a lot of help from the middle school youth group.
- Families were also able to pick up a Thanksgiving mealtime activity sheet and a gratitude craft at the drive through.
- I also met with Pastor Steve and Sharon several times to check in about how the FaithTrek ministry is progressing.
- Included below are pictures of a gratitude tree created by the Schmitter family.

I am thankful that even during the midst of this pandemic we can provide opportunities for families to learn and grow together. Wishing all of you a Christmas season full of gratitude and hope.





**Adult Forum Committee Meeting
Notes from Tuesday, November 10, 2020**

Present: Gene Brass, Pastor Stephen Griffith, Patrick Hayden-Roy, Jim Kisling, Brian Niebuhr, Lyle Peterson, Kay Rockwell and Connie Kisling. Absent: Amy Tipton. (Meeting via Zoom)

Special Concerns

- A Committee discussion was led by Pastor Steve Griffith regarding questions that were raised following prior forums involving race relations and equality. The Committee agreed to more positive education in this matter. Pastor Steve suggested a possible presentation by Allen Hilton, author of "A House United," or a forum on this topic would be in order. Pastor Steve volunteered to inquire with Allen Hilton.
- Observance of Veterans in our Membership directory – After attending an Adult Forum in regard to *Veterans Moral Injury: The Invisible Wounds of War*, Kay Rockwell suggested our FLC membership directory reflect those who are veterans by having some sort of symbol next to their names to acknowledge their special service to our country. Committee members were all in favor of this recognition. However, after Committee discussion, since we are in transition in seeking new lead and assistant pastors, it was decided we wait to present this suggestion to our new lead pastor after this person has had a chance to settle in.

Outstanding items and older topics

In regard to the topic *Research suggests family mealtimes are essential to lifelong health*, with Dipti Dev, Kay reported two possible presentation dates were offered for 2021.

Remaining November/December 2020 Schedule

- November 15** – *UNL Lutheran Center: Covid and Building Update* – Pastor Adam White
- November 22** – *About Gifts of Hope and Ministries we Accompany Through the Market* – Gifts of Hope planning group, and Kathleen Simley, all FLC members
- November 29** – *Recycling and Alternative Products*, Heather Creevan with the Nebraska Recycling Council
- December 6** – *Keeping Open for Transition Updates*
- December 13** – *Benedictine Oblates of NE* – Carol Olson, FLC member
- December 20** – Advent/Christmas All Congregation Celebration – Activity Center (no Forum???) / Forum topic TBA – Patrick Hayden-Roy, presenter and FLC member
- December 27** – *A Christmas Offering* – Patrick Hayden-Roy, FLC member

2020 Calendar and Scheduling

We are not sure if the planned December 20 event will be able to happen in the Activity Center because of the continuing Coronavirus pandemic. Patrick Hayden-Roy volunteered to do another presentation on that date if one is needed.

Ideas for Presentations/Other Topics/Comments

- *Michael Forsberg, Photographer* – suggested by Tom Riley.
- *Tyler White – Homeland Security and National Intelligence* – suggested by Kay Rockwell.

Adjourn

Meeting of the Congregation
Executive Committee
December 1, 2020

Present: Mike McDannel, Judy Bailey, Pastor Steve, Denise Mainquist, Kim Cordonier
Guest: Norm Kempf

Judy opened the Zoom meeting with prayer.

Norm further expanded on last month's request for a council member to serve on the property committee with the following points – better communication between committee and council; someone to speak on behalf of property committee suggestions and address problems and concerns; more awareness of budget. The request will again be put to council. If no one steps up, the request would be renewed in February with new council members.

Norm also said there are several concerns with the new building regarding work not done – a punch list has been created to address with Hampton in the near future. Paul Scheel is working with the committee on these requests and will work with the property committee and Hampton.

Discussed forming a task force to discuss changing to a slate of candidates – this would require a constitutional change and educating the congregation.

Transitional Minister – Pastor Morrow has identified a candidate. Pastor Steve has met with him and believes they could work together. Mike will contact him tomorrow and discuss dates for council to interview him.

Call committee continues to meet. They have done one practice interview and another is scheduled. Pastor Steve, Chairman Steve Eicher and Council President Mike McDannel will hold another adult forum on December 13.

Covid task force continues to meet. With risk dial at red and numbers increasing, the building will remain closed. Group of 10 or less can meet for funerals, weddings, baptisms, etc. There are approximately 10 people in attendance for Sunday morning live stream services.

Annual meeting will be live streamed the end of January. Details will be discussed at December council meeting. Council and Synod Assembly still need candidates. Pre-meeting adult forums will be held on January 17 and 24.

Advent/Christmas services are planned and the schedule has been published.

Meeting adjourned at 8:00

Respectfully submitted,

Judy Bailey
Secretary Church Council

Minutes of the Fellowship Committee

November 10, 2020

Attending: LuAnn Snyder, Gordon Wolfe, Pat Dewald, Judy Bailey, Judy Batterman, Carol Tesar, Carlene Falos, Ann Allen, Linda Carlson

Devotions: Linda Carlson

Next month Gordon Wolfe will give devotions.

Review of Event – Virtual Scavenger Hunt

Twenty-eight people joined the scavenger hunt, and several made positive comments about their participation. The committee thought that the activity seemed to go well, and those who engaged in it enjoyed the fun. We think that perhaps we can do something similar in the future, with a different theme. All participated via Facebook; none used the email option.

Upcoming Event – Advent Drive-Through – Sunday, November 22. Cars will enter the parking lot via A St., and exit onto 70th St. The following stations will be included:

1. Advent Calendars/Activity Booklets – We will distribute 72 calendars, one per car.
2. Noisy Offering - Judy Bailey suggested that instead of giving the Noisy Offering to Cedars Home, we might support the ministry of FLC member Zach Schafer, who co-created “Band of the Strong,” a non-profit organization whose mission is to give musical and artistic expression to children and youth who have life challenges. As a committee, we voted to give Zach the Noisy Offering to use in this work, and, furthermore, that we would match what is donated up to \$100 from our budget. For this station, we will place two committee members, one on each side of a car, and each holding a metal pan or bowl.
3. Advent Kits from Faith Trek – Lindsey Boyle and Sharon Hardel will staff this table. Items included in each kit bag: Nativity sticker scene, CD of church seasons music, “Hope” coloring sheet (“Hope” is Faith Trek’s December word of the month), family devotional and activities materials, Fair Trade chocolate bar with “Gifts of Hope” shopping reminder attached, and perhaps a “hope” ornament for children to make or decorate. Lindsey will write up this description for Kathleen to use in promoting the event.
4. Fair Trade coffee and chocolate - Judy Batterman has coordinated with Faye Doolittle on Fair Trade. Faye has created an order form to send to members by email that can be printed and used at the drive-through to order the items. They will also have order forms at this event. (Gift of Hope items will be ordered online by church members on December 5 & 6. Fair Trade and Gifts of Hope items will be picked up on December 13.)
5. Lutheran Food Pantry Donations
6. Doughnut Holes – Pat Dewald has ordered 9 dozen from HyVee on Pioneers & 70th. LuAnn will pick them up on Nov. 21 and place them in sealed bags, 2 per bag, one bag per person. They will be distributed at the Food Pantry station.

Additional information and recommendations following the meeting: 1. Have hand sanitizer at every station, rather than having committee members wear gloves. 2. Signs on poster board will be made by members for each station. 3. We were asked to hand out materials for the December 9 Advent service (books and pipe cleaners). We can do that at the Advent Calendar table.

We will have a Zoom meeting on Tuesday, November 17 at 1:00. Our next regular monthly meeting will be on Tuesday, December 8, at 5:30 via Zoom.

Devotions for December will be given by Gordon Wolfe.

Submitted by Linda Carlson, Secretary

Fellowship Committee Special Planning Meeting

Via Zoom – Tuesday, November 17, 2020

Attending: LuAnn Snyder (chair), Judy Batterman, Faye Doolittle, Judy Bailey, Carlene Falos, Gordon Wolfe, Phyllis Frickel, Ann Allen, Linda Carlson

Purpose: To finalize plans for the Advent Drive-Through occurring on Sunday, November 22, noon to 1:00 p.m., at the First Lutheran Church parking lot and portico.

Rain Plan: We will have the activity, rain or shine. In the event of rain, most of the stations will be under the portico, with the exception of sales of in-stock Fair Trade items. One or two tables will be set up inside the entryway for this purpose. There will also be an outside table for Fair Trade order forms to be handed in. (Pick-up for those items will be on December 13.)

Signs: Judy Batterman and Ann Allen are making all poster-sized signs for the tables.

All those on the committee who can be there will arrive at 11:00 a.m. for set-up. LuAnn will contact Sharon Hardel, who is also participating, to be there at that time so that she can unlock the office for Faye Doolittle to get the cash box for Fair Trade sales.

Donut Holes – We decided to have more donut holes than originally planned, and Judy Batterman will coordinate with Pat Dewald, who ordered the original 9 dozen. We determined that a total of 15 dozen might be a safer amount, in the event of a high turnout of church members. Judy Batterman will also contact Bryan Hanson to see if the church might help to pay for the donut holes. Judy will pick up the donut holes, and on Friday or Saturday she, with help from Carlene Falos and Judy Bailey, will safely package the donut holes, two per sealed bag.

Lutheran Food Bank donations: Pastor Steve has offered a wagon for collection.

Order of Stations: We will have the first station at the west end of the parking lot, and the last table/station at the east end of the portico.

1. Lutheran Food Bank donations
2. Noisy Offering
3. Advent Calendars (Also handing out books and pipe cleaners in advance of a December 9th Advent service)
4. Advent Kits
5. Fair Trade order forms
6. Donut holes.

LuAnn has been asked by Sharon Hardel if our committee would help with a Christmas caroling event on December 20. We agreed, and LuAnn will confirm that with Sharon.

Submitted by Linda Carlson, Secretary

**First Lutheran Church
Property Committee
Meeting Minutes November 24, 2020**

In attendance: Chair Norman Kempf, Pastor Steve Griffith, Bob Batterman, Steve Lenzen, Rod Johnson, Les Carlson, Richard Draper, Steve Doolittle, Steve Dickey

Meeting time: 7:00 PM on **ZOOM**

Opening prayer: Pastor Steve

Minute taker: Les

Minutes of the October Property Committee Meeting were approved.

Bob noted that there were/are flies in the church, which was also confirmed by Pastor Steve. According to Pastor Steve said an exterminator has been called to provide a solution proposal.

Norman has followed-up with Paul about the status and resolution of items on the punch list.

Agenda items/updates from prior meetings:

Steve Lenzen reported that construction junk and debris removal is largely complete, there are some roofing tiles left which may be posted online as free to whoever might want them.

Norman updated roof repair – Byron Hanson reported that the church had received a check in the amount of \$5919.19 as a claim offer in settlement for the roof damage from the hailstorm at Easter. I recommended that the check be held until Toby Duncan completes his effort to collect a full damage settlement. Toby Duncan has engaged another engineering firm to get a second opinion. He suggested that there would be more checks coming.

The post in the church yard has been removed by Rod.

Pastor Steve said council is open to establishing a liaison between council and the PC. Norman will meet with the Exec Committee next Tuesday.

Steve Dickey talked about the gutter trough extension and covers. He received two bids and both companies recommended Gutter Lock as the gutter cover. Les provided another gutter cover brand and Bob will as well. A motion was made, seconded, and passed to recommend the FLC Guttering Estimate provided by Steve Dickey (see attachment).

Norman asked for input on his PC annual report as well as goals for 2021 (see attachments).

Cyndi has asked the property committee for help in identifying a retired person who would be willing to spend about twenty hours per week on building maintenance. It would be a paid position. Pastor Steve related that the church has contracted with a cleaning service but still needs someone to be responsible for building and property maintenance/operations issues.

A handrail for the exit from school lower level was discussed. This area could be hazardous during/after an ice storm. Norman will bring this to the attention of council when he meets with the Executive Committee.

Discussion followed about painting needs such as a stair railing and stair well. Steve Lenzen said he will paint the stair well, several other PC members volunteered to help.

Steve Lenzen said there is a bike parking railing that was removed during construction and inquired about it being reset somewhere on church property. PC members suggested that church members who ride bikes be queried about their ideas for where this parking railing should be installed.

Pastor Steve asked that the roof drains on the South side of the church be checked to ensure that these are draining. Steve Lenzen and Steve Doolittle will check.

Norman asked for feedback on Zoom as the format for our meetings.

Prayer for January: Steve Dickey

Note taker: Les