

## **June 9, 2020 Council Reports**

### **Property Report- Ray & Lona Balduf**

Met with Frames twice in May. There was a problem with ants, bees and hornets for which they returned to spray. Don Wasil has been mowing the lawn on the riding mower; Rick Taylor has been bringing his push mower to mow close to the building and I am doing trimming with a string trimmer.

I put two shelves in the shed and started organizing things on the benches. I have found things under the piles of stuff, like New Moyer blades.

I found 70+ small plastic pails in the shed. Does anyone what they are for or can anyone use them? I am in the process of fixing the sheds up and taking care of boards that need fixing or replaced and missing or broken shingles.

### **Social Ministry Report- Kathy Knackstedt**

At our May distribution we had 48 people come for food boxes. Thanks to the many volunteers we had. It helped so much. We are preparing to pack for next week's distribution on June 17th.

We were very appreciative of a \$200 donation from Resurrection Church as well as numerous food donations. We do need the church check for the \$200 so we can deposit it. Thank you. We also graciously accepted a donation from the Wasil family in memory of Don's Aunt Julia. Thank you.

We also received a generous food donation from Nick as well as an anonymous friend. Our seniors were also given their food boxes. We are still delivering them to the main garage and they deliver the seniors their boxes. We are looking forward to seeing them again in person.

We'd appreciate volunteers for next week's distribution.

We spent \$200 in May for food.

## **Visits & Communion Report- Jim Puhl; Monthly Schedule**

- First Sunday: Fountain View 10:30, Brookdale after church
- The Second Sunday: Vibrant 10:00 both of them
- The Third Sunday: WellSpring Lutheran Home 10:30
- Fourth and Fifth: Sundays: St. Paul's
- The First Friday: Aspen Grove 10:00: Vibrant Sterns 1:30
- Every Tuesday: WellSpring Lutheran Home
- Every Wednesday: WellSpring Lutheran Home Bible Study 1:30
- The Second Monday: Aspen Grove 10:00
- The Second Wednesday: Vibrant 10:00
- The Second Friday: Moongate South 1:00
- The Third Monday: ProMedica in Monroe 10:30
- The Third Friday: Fountain View 10:30
- The Fourth Monday: Hickory Ridge 10:00
- The Fourth Wednesday: Hickory Ridge 10:00

Visits to my Wards and the Elder Care Places to check on Residents and Staff

This is the plan for the opening of the place I visit. Saturday service, bible study, and answering calls to the church, one funeral and a wedding that was done.

## **Council Minutes May 12<sup>th</sup> Report- Molly Spitler**

The meeting was held online using Zoom technology. Present were Pastor Lew Carlson, Ray Balduf, Lona Balduf, Linda Meinhart, Thomas Yarger, Dean Yarger, Rick Taylor, Linda Taylor, Ron Koch, Bernal Koch, Kathy Mozena and Molly Spitler.

The meeting was called to order at 6:42 P.M. Pastor Lew led the group in prayer and a devotion based on Ezra Chapter 3.

Dean Yarger moved to accept all reports. Second by Ray Balduf. Motion carried.

## SECRETARY'S REPORT

There is not \$23,000 in general fund as noted in April 14 council minutes. Report stands corrected.

## BOOKKEEPER/TREASURER REPORT

Application for Payment Protection Program appears to be approved. Ron Koch confirmed the church received the money. Pastor Lew suggests we set up a separate bank account for the funds as the Bishop recommends.

## WORSHIP MUSIC AND ART

The committee will meet tomorrow. On the agenda will be the possibility of holding an outdoor service in the parking lot and having a parade of cars drive by nursing homes, senior centers and the homes of some of our seniors. They will also discuss when it might be safe to hold services in the church again and what precautions may need to be taken.

## CHRISTIAN ED

The committee has not met due to the virus. At this point Bible School is up in the air.

## PROPERTY

The daycare requested several improvements which Ray took care of. Ray also met with Frames and has set up regular treatments once a month. The daycare has partially opened.

## SOCIAL MINISTRY

The food distribution for May 20 is on with the help of volunteers. Boxes will be handed out in the parking lot and masks and gloves will be available. Resurrection PCC was thanked for their generous gifts of food and other products.

## PASTOR'S REPORT

Pastor reports things are getting more "Covid 19 normal". There was a discussion about the research on camcorders and webcams presented by Thomas Yarger. The consensus was that we should purchase the more expensive camcorder as the quality of the recording will be better.

Thomas will continue his research and get back with Ron Koch. There may need to be an emergency council meeting to approve the purchase. Linda Taylor will look into a grant from Thrivent to help with the cost.

Pastor Lew brought up Sarah Henes as a possible candidate for youth director. He wants to be able to get to know her to see if she is right for the position. After discussion, Dean Yarger moved to give Sarah Henes one extra hour of pay a week to meet with Pastor Lew to discuss the youth program for the next four weeks. Second by Thomas Yarger. Motion carried.

The synod stewardship seminar is scheduled for this summer. Pastor is asking for volunteers to attend with him.

#### PRESIDENT'S REPORT

There was a discussion about the Lent offerings received for world hunger. Linda Taylor moved to donate the Lenten contributions to the Hunger Project designating they go to Malawi. Second by Bernal Koch. Motion carried.

Ron Koch reports the church received \$23,800 from the Payroll Protection Program. Dean Yarger moved to put funds from Payroll Protection Program into a new separate bank account. Second by Linda Taylor. Motion carried. Rick Taylor will call First Merchant's Bank to get this started. It was suggested we send a letter of thanks to the CEO of First Merchant's Bank for their help in getting this money for the church.

The church credit card is not usable. Linda Taylor moved to cancel the church's existing Visa card with Margie Raymer's name attached and replace it with one with Sarah Henes's name attached with a credit line of \$300. Second by Dean Yarger. Motion carried. Ron Koch appointed himself, Bernal Koch, Rick Taylor, and Molly Spitler as signers.

#### OLD BUSINESS

Rick Taylor is still looking for forms to be able to do employee evaluations. We still need to look into increasing internet speed.

## NEW BUSINESS

Phone calls are being made to seniors during the pandemic. Mutual Ministry committee did meet last month. Weekly church service will be put onto St. Paul's Facebook page.

Pastor Lew led the group in a closing prayer. The meeting was adjourned at 8:26 P.M.

### **Council Minutes May 26<sup>th</sup> Report- Molly Spitler**

This special council meeting was held online using Zoom technology. Present were Linda Meinhart, Pastor Lew Carlson, Kathy Mozena, Ron Koch, Bernal Koch, Linda Taylor, Rick Taylor, Dean Yarger, Thomas Yarger, Ray Balduf and Molly Spitler.

The meeting was called to order at 6:36 P.M.

Bernal Koch moved to designate Linda Taylor, Rick Taylor and Ron Koch as signers for the new account at First Merchant's Bank exclusively for funds received from Payroll Protection Program. Second by Dean Yarger. Motion carried.

Music Worship and Art met and have some ideas for upcoming services and special events. Council members were given a copy of the bishop's Church Safe Start Plan. Molly Spitler moved to start church parking lot services the second and fourth Sunday of each month at 9:30 A.M. with no communion. The congregation will remain in their vehicles. Second by Bernal Koch. Motion carried.

The use of an FM transponder for these services was discussed. Rick Taylor moved to approve purchase of an FM transponder not exceeding \$175-\$200 for church use. Second by Bernal Koch. Motion carried.

Ray Balduf moved to approve a car parade on June 13 at 1:00 P.M. to drive by homes of seniors, nursing homes and assisted living facilities. Second by Linda Taylor. Motion carried.

Pastor Lew led the group in a closing prayer. The meeting was adjourned at 7:11 P.M.

### **Council Minutes June 3<sup>rd</sup> Report- Molly Spitler**

This special council meeting was held online. Present were Kathy Mozena, Pastor Lew Carlson, Ron Koch, Bernal Koch, Ray Balduf, Dean Yarger, Thomas Yarger, Linda Meinhart, Rick Taylor, Linda Taylor, and Molly Spitler.

The meeting was called to order at 6:34 P.M. Thomas Yarger was thanked for researching video equipment. Thomas moved to approve all items on his estimate-Panasonic camcorder, capture card, HDMI cable, and DVD replicator. Magnus VT 4000 tripod and contingency cords for a price of \$958 to be paid from Luther League account and \$100 donation. Second by Bernal Koch. Motion carried.

Our custodian Denise Reed is currently off due to illness in her family. We need to fill the position temporarily because the daycare needs to be cleaned. Pastor Lew has several candidates and the job is posted on Facebook. Bernal Koch moved to hire Andrea as a temporary custodian at no more than \$22 per hour. Second by Rick Taylor. Motion carried.

The meeting was adjourned at 7:02 P.M.

### **Worship, Music, and Art Minutes May 13<sup>th</sup> - Bernal Koch**

In attendance remotely - Jim Puhl, Bernal Koch, Molly Spitler, Linda Taylor, Mariana Steffen, Pastor Lew Carlson

#### Opening the church to worship service -

Bishop suggests not opening the church for services too soon. We, as a committee, have decided it would be best to continue with live streaming services for the time being. A committee consisting of Pastor, Thomas Yarger, and Ron Koch, are researching audio visual sources to find reasonably priced equipment to improve our audio and visual capabilities. We would like to add hymns to the service by including the lyrics of the songs Mariana is playing in the posted bulletin each week.

We are considering introducing Drive-In outdoor services in the future. The service would take place in the North parking Lot with Pastor Lew, Minister Jim and Mariana on a

platform on the grass next to the church. An interface transmitter would broadcast over FM and could be heard on the car radio or at home on your home radio device.

Linda Taylor has suggested using the Thrivent Action Team (money available for Education and Outreach to individual members via application) to help with getting these new audio-visual needs.

It was also suggested by Mariana Steffen that once we open the church to in-house services, we could utilize rooms with TVs to separate those parishioners who are hesitant to sit in the church proper. Again, a new router or extender would have to be purchased.

Mariana also commented on privacy issues of live streaming. We should be careful to get agreements from those people who are being recorded before the service is posted on Facebook.

#### Future activities -

May 23 service - Memorial Day Service. Minister Jim is leading the service with Ron Koch playing Taps.

June 21 - Father's Day - We are thinking of doing a Drive-by for seniors sheltering in place. Next meeting scheduled for June 3, 2020 at 6:00 pm.

#### **Worship, Music, and Art Minutes May 26<sup>th</sup> - Bernal Koch**

Members in virtual attendance: Pastor Lew Carlson, Bernal Koch, Mariana Steffen, Molly Spitler, Linda Taylor, and Jim Puhl

We are not having regular indoor worship until approved by Governor Whitmer.

We have decided to have parking lot services beginning June 14 and continuing the second and fourth Sundays until we can begin using the Sanctuary again. Service will be at

9:30am and will include a blessing of the cars. No communion will be served for now. This decision needs to be approved by the Council.

In order to facilitate people being able to hear the service from inside their cars, we are also asking the Council to approve the purchase of an FM adaptor so participants can hear the service over FM radio. The adaptor should be less than \$200.00. Mariana will have a portable keyboard to play and song lyrics will be published in the church bulletin. Mention of trying to get a flatbed truck to use as a stage was also discussed.

Saturday streaming services will continue.

Plans will begin on how to safely reopen our church. The Bishop's office has sent a guideline on how to proceed. Members of the WMA committee have been asked to look over these guidelines and proceed from there.

### **Presidents Report- Ron Koch**

We have received over \$700 for the Lenten Malawi offering. Sarah has cut the check and we will send it out this week to the Hunger Project, directed to be spent on Malawi food relief!

Rick Taylor has waded through the mountains of paperwork to get the paperwork completed for our new account to handle Payroll Protection Loan funds. We are hoping to have the account useable very soon.

Sad news: Denise Reed, our custodian, took some time off to care for her mother, who was placed in hospice care. Sadly, Denise's mother passed away last week. Our thoughts and prayers are with Denise, and as a church, we will do what we can to ease her burden. In the interim, we have arranged for Andrea \_\_\_\_\_, who helped us out with cleaning when Denise was ill.

Our new church credit has arrived and Sarah is able to use it for routine monthly expenses.

I met with Pastor Lew, Pastor Al, and Don Wasil to come up with some thoughts as to how to best communicate/relate with the preschool. My goal is to have the preschools routine needs and occasional concerns dealt with, without adding additional burdens to the Pastor or the church secretary. This group felt that some additional guidelines could be drawn up and that a single person could be appointed to assist. I am asking tonight that Lona Balduf be appointed to the position of Preschool Liaison.

Thank you for your willingness to specially meet twice this past month. All of the streaming materials that you authorized have been ordered. I just received notice that the camcorder is on backorder. I will check other sources, and communicate with the original committee regarding possible alternatives.

Let's continue to work to continue to make real and documentable progress on our goals. What are your thoughts on where we are and where we should go?

It is up to us to keep things moving, work on our goals, and lead St. Paul's to be all that it can be! I repeat this note even though in this last month our world has turned upside down. However, even as we learn how to "do church" amid COVID-19, our community still has needs and the world still has needs. It is incumbent upon us to still strive to meet those needs as best we can, while working to keep ourselves, each other and our church family as safe as possible.

#### Old Business:

Blizzardfest

Soundproofing of Pastor's office

Employee evaluations

Credit Card

New Check signers

Lenten responses

Appreciation for Sandee Bowman

Frames next appointment

Camera

Internet service

### New Business

Preschool Liaison

### Goals

Overarching goal: Be intentional; practice living our beliefs

Supporting goal: Reach out to the local community, reach out to the  
World.

Supporting goal: Practice being good stewards

Supporting goal: Try to focus our mission work to meet the needs of  
The Congregation and to maximize our ability to  
Serve.

### Goals for Pastor Lew and Church Council

1. Hold regular (quarterly minimum) Mutual Ministry meetings. We should review with congregation the function and value of the MM committee and revisit this with the congregation frequently.
2. Set reasonable boundaries on duties of the Pastor. Having the Pastor stay away from finances seemed to be of utmost importance.
3. Pastor and Council need to work together to not overpromise and/or overextend. All need to realize that there are limits to what we can ask of each individual.
4. Council needs to endeavor to be very clear with directions/guidelines to Pastor. Pastor needs to endeavor to follow the intentions of directions/guidelines from Council, and ask questions for clarification.

5. Council needs to find a way to keep the Pastor's office locked and to make it a place of privacy, either through soundproofing, white noise or some other technique.
6. Set up a system for regular employee evaluations

### **Cameras for Recording/Streaming- Thomas Yarger**

#### **Camcorder (Panasonic HC-V800 - 500\$**

<https://www.adorama.com/pchcv800k.html>

This is a much better camcorder than the one I had previously looked at, it has features such as

- Reduces hand shake
- 24x optical zoom
- Good Low Light picture because of its larger-than-normal sensor
- You can connect phones to it to act as second cameras that you can swap between

#### **Capture Card - 60\$**

[https://www.bestbuy.com/site/insignia-superspeed-usb-3-0-to-hdmi-external-video-adapter-black/5502701.p?skuId=5502701&ref=212&loc=1&extStoreId=401&ref=212&loc=1&gclid=CjwKCAjw5cL2BRASEiwAENqAPoEjzggAoK6lzyWNfAopWW6729x9ZYpaAghxwjp613ZCzH8DGhSRxoCzOgQAvD\\_BwE&gclid=aw.ds](https://www.bestbuy.com/site/insignia-superspeed-usb-3-0-to-hdmi-external-video-adapter-black/5502701.p?skuId=5502701&ref=212&loc=1&extStoreId=401&ref=212&loc=1&gclid=CjwKCAjw5cL2BRASEiwAENqAPoEjzggAoK6lzyWNfAopWW6729x9ZYpaAghxwjp613ZCzH8DGhSRxoCzOgQAvD_BwE&gclid=aw.ds)

This is a pretty basic capture card, It is just required to stream with the camcorder.

#### **HDMI Cable - 50\$**

[https://www.amazon.com/Built-Booster-Postta-Adapters-Support-Ethernet/dp/B075YW46CH/ref=ssr\\_1\\_1\\_sspa?dchild=1&keywords=HDMI+75+ft+cable&qid=1590774224&sr=8-1-spons&psc=1&spLa=ZW5jcnlwdGVkUXVhbGlmaWVyPUEwNzE3TTJTVTIMNlhRJmVuY3J5cHRlZElkPUEwMzE1ODYzMTI1RkVksS0lEWlhQTiZlbnNyeXB0ZWZlZElkPUEwMTQxMTUzMUxkVjNPSkVZUUR0VjZ3aWRnZXROYW11PjNwX2F0ZiZhY3Rpb249Y2xpY2tSZWRpcmVjdCZkb05vdExvZ0NsaWNRPXRydWU=](https://www.amazon.com/Built-Booster-Postta-Adapters-Support-Ethernet/dp/B075YW46CH/ref=ssr_1_1_sspa?dchild=1&keywords=HDMI+75+ft+cable&qid=1590774224&sr=8-1-spons&psc=1&spLa=ZW5jcnlwdGVkUXVhbGlmaWVyPUEwNzE3TTJTVTIMNlhRJmVuY3J5cHRlZElkPUEwMzE1ODYzMTI1RkVksS0lEWlhQTiZlbnNyeXB0ZWZlZElkPUEwMTQxMTUzMUxkVjNPSkVZUUR0VjZ3aWRnZXROYW11PjNwX2F0ZiZhY3Rpb249Y2xpY2tSZWRpcmVjdCZkb05vdExvZ0NsaWNRPXRydWU=)

This HDMI cable is plenty long enough (75ft) for our streams, it also has a booster so that the length doesn't make the stream lag.

**DVD Replicator - 139\$**

[https://www.cdrom2go.com/duplicator-tower-dvd-cd-accutower-1-1-value?gclid=CjwKCAjw5cL2BRASEiwAENqAPtBs0vQVEshRkzRJhCeu23cB4GTO1xa1inJCCTVp2vgP3wtma-T6WRoCMS 8QAvD\\_BwE](https://www.cdrom2go.com/duplicator-tower-dvd-cd-accutower-1-1-value?gclid=CjwKCAjw5cL2BRASEiwAENqAPtBs0vQVEshRkzRJhCeu23cB4GTO1xa1inJCCTVp2vgP3wtma-T6WRoCMS 8QAvD_BwE)

This is used to burn multiple CD's at once.

**Magnus VT 4000 Tripod - 159\$**

[https://www.bhphotovideo.com/c/product/842086-REG/Magnus\\_VT\\_4000\\_VT\\_4000\\_Tripod\\_System.html](https://www.bhphotovideo.com/c/product/842086-REG/Magnus_VT_4000_VT_4000_Tripod_System.html)

This is a very nice tripod that allows for a bunch of features like

- Smooth Panning
- A leveler
- Its legs can be used for outside and inside
- A quick release so the camcorder can release from the tripod and be picked up easily.

**50\$ for contingency cords**

Money allowed so that extra cords that may be needed can be bought

We have a recent donation of 100\$ designated toward buying a better camcorder.  
Total of \$958