

Saint Stephens United Church of Christ

Meeting: Council		Place: Saint Stephens UCC	Date: 6/14/2021	Time: 6:00 PM	
Attendance: Rev. Mike Southcombe <input checked="" type="checkbox"/> Cheryl Buck <input checked="" type="checkbox"/> Corey Dornbrack <input checked="" type="checkbox"/> Judy Heath <input checked="" type="checkbox"/> Alex Goetsch <input checked="" type="checkbox"/> Bonnie Koelsch <input checked="" type="checkbox"/> Paula McIntyre <input checked="" type="checkbox"/> Mike Moellendorf <input checked="" type="checkbox"/> Janet Schaefer <input checked="" type="checkbox"/> Lexi Slagoski <input type="checkbox"/> Kristine Smith <input checked="" type="checkbox"/> Chris Stevenson <input checked="" type="checkbox"/> Melissa Stevenson <input checked="" type="checkbox"/> Frank Van Alstine <input type="checkbox"/> Bill Wengeler <input checked="" type="checkbox"/> Guests: Holly Boehm and Toni Keller, NCHC Lincoln Industries					
Purpose: Handouts: Agenda, Secretary's, Treasurer's report, other as indicated/needed Prep Work: Review agenda and minutes from previous meeting					
<i>Agenda Item, Time, Assigned To</i>	<i>Discussion Points/Meeting Minutes</i>	<i>Decisions Made or Action Required</i>	<i>Person(s) Responsible for follow-up</i>	<i>Date Required</i>	
1. Call to Order	President Corey Dornbrack called the regular council meeting to order on 6/14/21 at 6:05 PM.				
2. Invocation	Pastor Mike led the council in an invocation.				
3. Roll call	See Attendance above; roll call taken by Paula McIntyre, Council Secretary. Kris Smith entered into Realm.				
4. Lincoln Industries(LI)	<p>Questions have arisen after May 2021 council approval of partnership with Lincoln Industries. Holly Boehm and Toni Keller invited to meeting to answer these questions and provide clarification.</p> <p>1. Why can't your business buy a building on one floor? As of January 2020 Lincoln Industries is owned by NCHC, a business making money who should be able to support Lincoln Industries. Response: Previous to January 2020, LI was run by the county but essentially functioned independently. NCHC is owned by a tricounty agreement. LI reports to the county. LI services cannot use tax levy dollars; revenue is not available to house brick and mortar. NCHC state and federal dollars cannot be used for disabled individuals. It is available for support of Mental and Behavioral health. These programs are not county mandated now. NCHC provides LI with some general and administrative oversight; HR, office space, general accounting,</p>	Bill Wengeler motions to re-open discussion on partnership; Alex Goetsch seconds. Motion passes.	Pastor Mike will be in contact with LI.	Ongoing.	

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<p>4. Lincoln Industries(LI)</p>	<p>fund development and fundraising. LI needs to be individually sustainable. Their current building doesn't meet accreditation standards. The county will not invest in building improvements.</p> <p>2. Do clients pay for LI services? Response: Yes, clients pay a fee.</p> <p>3. What LI services would be provided at Saint Stephens? Response: LI is a not-for-profit organization. LI intends to offer a community-based program which has successfully allowed clients/members to develop skills allowing them to be a productive member of our community. The church will offer space for some community-based education and will be a hub for clients/members. It is important to LI members to remain in their community. The state of WI mandates that community-based programming be provided.</p> <p>4. What about liability? Saint Stephens has liability insurance but surely, we don't want to have to use it? NCHC LI is liable for any injury, not Saint Stephens. Per Church Mutual, there are no additional charges on our insurance to have LI use our building.</p> <p>5. LI provided janitorial/cleaning services at Saint Stephens in the past. I heard that they were "let go" because they didn't do a good job. Response: Once Saint Stephens had staff to do more, LI cleaning services were scaled back. Then, COVID hit and services were discontinued. Cheryl Buck verifies LI staff did an excellent job cleaning per observation. There was no concern or problem with the cleaning they did. Staff was supervised when cleaning.</p> <p>6. Why can't a private business take this over? Response: There could be a private business that assumes this. The LI community-based program in Tomahawk partners with a Grace Lutheran Church in Tomahawk.</p> <p>7. LI offers to make more than \$100 donation to Saint Stephens to offset costs in return for use of building.</p>	<p>After discussion, Melissa motions to modify the partnerships contract: this contract will be month-to-month; Saint Stephens will give 30-day notice before termination of the contract; request \$300 per month for use of building. Cheryl Buck seconds motion.</p> <p>8 yeas, 3 nays, with Alex Goetsch abstaining due to conflict of interest. Motion passes.</p>		
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<p>5a. Treasurer's Report 5b. Secretary's Report</p>	<p>Treasurer's report is reviewed. Concern about decreased income/giving. Medical Equipment Ministry hasn't met yet.</p> <p style="text-align: center;">Secretary's report is reviewed. No corrections needed.</p>	<p>Paula motions to approve treasurer's report pending audit; Bill seconds. Motion passes.</p> <p>Kris Smith motions to approve secretary's report; Chris seconds. Motion passes</p>	<p>Pastor Mike to follow-up with Terra re: Did she ask those who used church for baby shower want to donate the money to the church or would they like a refund? Did we refund Haven for use of building in May?</p> <p>Paula to send approved May 2021 minutes to Terra.</p>	<p>By July council meeting.</p> <p>End of June.</p>
<p>6. New Business</p>	<p>1. Why is giving down? Groceries, gas, cost of living has increased. There are some that lack trust in church. Some aren't happy that we aren't singing or speaking in church yet.</p> <p>2. United Church Funds: There is no one at Saint Stephens with authorization to remove or add funds to this account.</p>	<p>Pastor Mike agrees to draft letter to congregation on behalf of council. Council members to get ideas/information to be included in letter to Mike within the week.</p> <p>Chris motions to remove Tina Scott, Linda Kuhn, Kerri Schoeder and Kyle Carnes as administrators of the United Church Funds account(s) and to add Terra Holdridge, Rev. Michael Southcombe, Bonnie Koelsch as administrators of the accounts(s). Sally Woller can remain on the account. Cheryl seconds. Motion passes.</p>	<p>All-get letter ideas to Pastor Mike by 6/21/21.</p> <p>Terra</p>	<p>Week of 6/21/21</p> <p>ASAP</p>


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<p>6. New Business</p>	<p>3. Messy Church: Went well; 2 families attended. Next Messy Church on Sunday, July 11 from 4:00-6:00 PM. Wednesday Night outdoor service: Went well; 6 attended. Heat may have dissuaded people from coming. Had grilled hot dogs, good conversation. Next Wednesday night service: July 14 at 6:00 PM</p> <p>4. Living River Concert: When is it? September 18?</p> <p>5. Pastor Mike's Installation: Is council or C & M going to organize this? September is 100th anniversary of the rebuild after the fire. Could tie installation to this celebration.</p> <p>6. Church and Ministry Charter document: no hard copy available. Kris Smith and Paula sent committee chairs an email requesting completion of their charter by September 1, 2021. Melissa asks that this email be sent to her for Christian Education. Cheryl was sent an email for Stewardship with is reconvening.</p> <p>7. Church Anniversary: See New Business item #5.</p>	<p>Council agrees to organize and be in charge of 9/11/21 100th anniversary of rebuild celebration. Will ask C & M to be in charge of installation service on 9/12/21. Pastor Mike would like a cake with buttercream frosting.</p> <p>Kris will send email to Melissa.</p>	<p>Pastor Mike will contact Stan and Debbie Seeger to confirm date of concert.</p> <p>All</p> <p>Kris</p>	<p>Ongoing</p> <p>Celebration on 9/11/21; Installation on 9/12/21.</p> <p>End of June.</p>
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Agenda Item, Time, Assigned To	Discussion Points/Meeting Minutes	Decisions Made or Action Required	Person(s) Responsible for follow-up	Date Required
7. Old Business	<p>1. Search: Rough draft of church profile will be sent to Rob McDougal so he can share at General Synod in July. Council will review profile before submitting to congregation for their review.</p> <p>2. Audit committee: Bonnie spoke with Jennifer Porath who feels audit earlier this year was adequate. When giving statements are sent to congregation, calls can be made randomly to cross-check church statement with congregant's records of giving. Random audit can be done each January.</p> <p>3. Workshops for Council? August 21 at Mike Moellendorf's home. Bring lawn chairs.</p> <p>4. Nomination committee: pursue this fall.</p>	<p>Table review of profile until October.</p> <p>Audit is complete.</p> <p>Table nominating committee until Fall.</p>	<p>All</p> <p>All</p>	<p>October</p> <p>Fall</p>
8. Committee reports	<p>a. Property: Pothole in driveway to office was filled. 7 blocks of sidewalk will be repaired. City will repair area by the west door. Our cost is \$691.13. This will come from Capital Improvements. Parsonage sewer and water work completed. Looking into leaky compression tank in basement (Delta will come to assess) and cleaning gutters-there is a drainage issue. A lift will need to be rented/hired to clean gutters. Asbestos abatement: We approved removal of asbestos pipe insulation to allow for new boiler work; cost \$1820.00. There are approximately 87 asbestos shingle bundles in the boiler room. Recommend removal of these at same time as boiler asbestos; cost not to exceed \$1556.00. Parking lot: filling holes and seal coating is needed. Simon Sealcoating bid is \$5250.00. Stained Glass Window 2nd report from Shenandoah was more thorough than first. Company would frame every window. Higher windows are cupped-framework with strengthen windows. Shenandoah bid is good through the end of December 2021. If approved, work on windows would start in spring 2022. The windows will not be removed from church. There are many property improvements needed and a shortage of funds.</p> <p>b. Worship: See Pastor's Report and New Business</p> <p>c. Mission: 29 people at Taco Tuesday lunch last week. Volunteers</p>	<p>Paula motions to approve removal of asbestos shingle bundles not to exceed \$1556.00. Chris seconds. Motion passes.</p> <p>Table parking lot until next month.</p> <p>Present Shenandoah bid to congregation at annual meeting.</p>	<p>Bill W.</p> <p>All</p> <p>All</p>	<p>July meeting</p> <p>Congregational meeting</p>

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	<p>needed. Current mission is Lunch in the Park/Taco Tuesdays. July mission focus is Blue Jay Nest.</p> <p>d. Ushers Club: No meeting recently. Ushers are keeping track of attendance. Terra wasn't able to find attendance numbers from Sunday. Not all ushers are showing up on Sundays.</p> <p>e. Church & Ministry: Pastor Mike will complete staff reviews. Pastor Mike's review is on Wednesday, 6/16/21 at 3:00 PM. Gary Schwartz was presented with a photo of Saint Stephens as a thank you from C & M for his many years of service.</p> <p>f. Christian Education: No meeting recently. Kathy Dornbrack and Liz Krueger will move supplies so teachers have easier access. Some teachers dislike bible given to students and want to review other options. Messy church is happening.</p> <p>g. Greeters: Few are available on Sundays.</p> <p>h. Endowment: tabled</p> <p>i. Food for Kids: 6/19/21 brat sale fundraiser at the Saw Mill. Another benefit on August 28, 2021. Looking for raffle basket donations. Terra wrote and received \$10,000 grant. Thanks Terra!</p> <p>j. Stewardship: Meeting on 6/17/21.</p>	<p>Council will put a raffle basket together. Melissa agrees to be in charge of this.</p>	<p>Melissa, all.</p>	<p>August 28, 2021</p>
<p>9. Pastor's Report</p>	<p style="text-align: center;">  June 2021 PastorReport.docx </p> <p>Hunter hasn't been to church to replace camera in Memorial Hall and needs to provide estimate on Key Pad entry at Door 1. They will determine how many cameras can be on our security system.</p> <p>Chris Stevenson completed lay academy and wants to pursue licensure. We need a local church discernment committee. C & M can determine who will sit on this committee.</p> <p>Jim Bjorklund tendered his resignation and will be done at the end of</p>	<p>Submit ideas to acknowledge pain caused by COVID. Provide feedback to Pastor Mike on his ideas.</p> <p>Corey, Pastor Mike to inform C & M that a discernment committee needs to be formed.</p>	<p>All</p> <p>Corey, Pastor Mike</p>	<p>By next council meeting.</p> <p>Ongoing.</p>

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	August 2021. Mary Stamm asks if a rummage sale can be held at the church. Council advised rummage sale can be held. Council members will volunteer to help if they can/want to, but will not organize.	Pastor Mike to inform Mary Stamm.	Pastor Mike	
10. Round Table	Kris Smith: Some members do not have internet access and aren't able to sign up to help with Taco Tuesday and other volunteer opportunities. We need to communicate better with everyone. Paula: flood lights above 2 are on inconsistently. Do they need to be on for safety? Which switch(es) control these flood lights? Clear directions are needed regarding what is recycled and what is thrown out on communion days. There were open communion cups in recycling on Sunday. Paula removed with gloves on.	We can send a hard copy of the weekly Interpreter Updates if they desire. Members can call church office to set this up or inquire about volunteer opportunities. Will put a note in July Interpreter about this. Bill W. will check into this. Put better directions on garbage can and recycling bins.	Pastor Mike Ushers? Paula will ask Kris Smith to make better signage.	Ongoing. July council meeting. When time is available.
11. Closed Session	Not needed.			
12. Adjournment and The Lord's Prayer	Chris motions to adjourn meeting; Melissa seconds. Meeting is adjourned at 9:30 PM.			
Next Meeting	Date: Monday, July 11, 2021	Time: 6:00 pm	Place: Saint Stephens UCC	
Respectfully submitted, Paula McIntyre, 2021 Council Secretary				
Meeting Effectiveness Review Did the meeting start on time? Y – N Was everyone prepared and ready for discussion/decisions? Y – N Did everyone have a chance to participate? Y – N	Was responsibility and timing applied to each action item? Y – N Did the meeting accomplish intended result? Y - N Is there a plan for the next meeting? Y – N			