



1515 N Cascade Ave
Colorado Springs, CO 80907

JANUARY 11, 2021 FIRST LUTHERAN CHURCH REGULAR COUNCIL MEETING MINUTES

Present (via Zoom)

Pete Bredlau, Pat Friedell, Erik Hjelmstad, Dave Huston; Cathie John, Marcus Kochis; Jan Larson, Cheryl Mahon, Ed Weaver, and Pastor Travis Norton

Absent

None

Opening

The regular meeting of the First Lutheran Church council was called to order by Vice President, Cathie John, at 7:03 pm.

Devotions (Pat Friedell)

- Pat shared a devotion from Ann Voskamp (one of her favorite authors) – This time of year we define ourselves (I am what I weigh, I am what I accomplish, etc.) This is not what gives you your identity. Your intimacy with Christ gives you your identity. When your identity is in Christ it is the same yesterday, today and tomorrow. It is rock solid.

Approval of Minutes

- Correction was made to page 2 of the 12/14/2020 council minutes changing *****COUNCIL APPROVED DECEMBER 2020 FINANCIAL STATEMENTS...** to **NOVEMBER 2020 FINANCIAL STATEMENTS**

*****COUNCIL APPROVED THE DECEMBER 14TH MEETING MINUTES AS CORRECTED*****

Finance Committee Report (Erik Hjelmstad)

- The Finance Committee did not meet this evening. We will meet next Monday to give Harry an extra week to finalize 2020 reports.
- The Council will discuss both January and February finance reports in February

Senior Pastor Report

- Lots of great services in December. All went very well. On Christmas Eve no one showed up without reservations. This is important for us to know moving forward as we may have to have reservations when we first start meeting inside.
- Basic Training starts this week (Wednesday Bible 101 class). We want to create a path for people who are not Christians. This first year the whole congregation will help to create the course.
- Lenten bags will be delivered (similar to Advent bags) and will include an Adoration journal, GOLA CD, Ashes and Oil.

Old Business

- Peel House renovation update
 - Ed says things are going along swimmingly
 - Each week Owners Representatives meet with architects and Nunn Construction. We are currently on target in terms of time and money.
 - Next big thing is a black out for 7 days. A transformer is going to be replaced. No heat or electrical in the church for about a week. The staff will be doing their day-to-day work from home. The plan is for the black out to be held on the last week of January or first week of February depending on the weather. Jan had a concern over all of the frozen turkeys for the soup kitchen. Harry said electricity will be run from Luther Hall (since it is not going to be affected) to keep the freezers in the garage going for the turkeys.
 - We have been working on planning/ordering the furnishings for the Peel House and ran up a sizable total that wasn't originally in the budget. Ed explained that we received a very pleasant surprise. \$50K has been donated to cover the cost of furnishings. The \$500K that Harry reported receiving in December for the Peel House includes this \$50K donation.
- Building Use Policy update (see attachment)
 - The Peel House will not have a fire safety system to permit anyone to stay overnight in the Peel House. Overnight stays are not prohibited based on the policy.
 - Council suggested that the title of this document use the word Guidelines rather than Policy.
 - Correct spelling in 3.1 and 3.2 from statues to statutes.

*****COUNCIL APPROVED THE BULIDING USE POLICY AS CORRECTED*****

- December 13 Zoom Intrusion
 - Erik explained that If it hadn't been Erik's brother, Jeff's family involved, the council would probably never have learned the details of this intrusion.
 - Pastor Travis learned to ask more questions.
 - Cathie suggested additional training for staff. Pastor said that a training video has been put together.
 - Pastor feels that we handled how we move forward very well with staff training and procedures in place as to how we handle video conferencing moving forward.
 - Pastor will reach out to the two families and offer support to the two children if they are in need of counseling to deal with the trauma.
- COVID-19 Plan
 - Soon 70+ members can be vaccinated.
 - In a while we have two groups of people; those who are vaccinated and those who are not vaccinated. ELCA is suggesting not to meet in person at least through 3/31/2021.
 - When we do start worshiping in person, staff and volunteers will be most at risk.
 - February, March, and April are going to be the trickiest months.

- We agreed that we will not meet in person through February and will discuss again at the next meeting.
- We will start worship outdoors as weather allows.
- Although it is much more work, when the staff knows that the council and congregation are behind them it makes it much easier.

New Business

- 2021 Devotion Schedule – Make necessary adjustments
 - Marcus Kochis will take Erik's December 2021 Devotions
 - Pat will keep the November spot even though she did devotions today
- Coordinator of Lay Ministries
 - Marcia was the Director of Lay Ministries and Women's Ministries
 - Marcia was doing all worship attendance. Teri Swanner is going to do that. With online worship, the online database is now automating attendance. When we start worshipping in person, if we use yellow cards, Teri will need to enter these manually. Pastor Travis said that we can have check-in stations as you enter church. Harry said he believes Exelio has an app feature and members could check-in on their phone too.
 - Pastor Carrie is going to take responsibility for the Women's Bible Study and the two Women's events (Spring and Holiday Tea).
 - Pastor Travis did not like the title Director, so he changed it to Coordinator.
 - The new coordinator will head up the Elexio database and help support the rest of the staff on the software. For the interim Harry has agreed to be the point person for Elexio. The software comes with access to training for a year.
 - Pastor Travis has received applications for three strong candidates thus far. He will let it sit out there the rest of this week and start setting up interviews next week.
 - Ed expressed that this position has traditionally been a job where a lot is asked of them and they are really beat up. It has the level of activity that you cannot maintain forever. It is a tough job. He thinks that the fact that Pastor Travis has redefining the job description will help. Also, the fact that he plans on revisiting it each year during employee reviews.
 - Cathie says that someone from the inside would have the upper hand and anyone hired needs to be well organized.
 - Pastor Travis said the person hired will have a little bit of time to get accustomed with the database while we are still meeting virtually.
- PPP Funds
 - Harry is starting to work on something that gives us more credits through this program. It might be in the six figures!
 - We have been forgiven for almost \$225K! It becomes income on our December books, and we will tithe on it to support our outside ministries.
 - We will add some to our reserves; Ideally, we'd like to have two months of reserves about \$300K.

- Video/Sound Technician
 - We had budgeted to hire an assistant for Erik. Pastor Travis has an idea of making Barbara Diem full-time. She currently works part-time as bulletin designer. She has worked well with Erik in the past.
 - Pastor sent us an extra email about hiring an audio/sound tech. We would spend about \$20K over the course of the year (\$35/hour).
 - Erik supplied a description of why this position is needed
 - Pastor is leaning toward continuing with pre-recorded worship for homebound, etc. even when we start meeting in person. He thinks it is better quality than live streaming the actual service.
 - Ed commented that this additional help is probably long overdue.

*****COUNCIL AGREED TO ALLOCATE \$20K FROM OUR RESERVES TO HIRE A PART-TIME VIDEO/SOUND TECHNICIAN TO HELP ERIK WICKS*****

- Lenten Self Denial Fund Designation
 - Past two years it has gone to Lutheran Family Services Step Program (Foster Care).

*****COUNCIL AGREED TO ALLOCATE FUNDS COLLECTED FROM THE SELF DENIAL OFFERINGS TO LUTHERAN FAMILY SERVICES FOSTER CARE PROGRAM*****

Reminders

- Next month's meeting is scheduled for February 8, 2021 at 7:00 pm and Marcus Kochis is scheduled to give the devotion.
- The Finance Committee will meet on January 18, 2021 to give Harry a bit more time for end of year reports.

Adjournment with Prayer - Pastor Travis 8:43 pm

Respectfully submitted,

Cheryl L Mahon

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Secretary