

## **Gloria Dei Lutheran Church Council Meeting Minutes Tuesday, April 26, 2022**

The meeting at the church was called to order at 6:05 p.m. by President Linda Strine and a quorum was established.

Ken moved that masks be optional for this meeting, Calum seconded. Motion passed with 7 ayes and 1 abstention.

**Attending:** Pastor Alyssa Augustson, Linda Strine, Kallie Mill, Ken Denton, Linda Mitchell, Debbie Wright, Susan Paterson, James Monsebrotten, Calum Stevenson, and Leslie Green.

**Absent:** Lynn Danner, Ian Stevenson, and Kathy Jacobson.

**Devotions and Prayer:** Ken Denton (with Leo Buscaglia quote).

**Treasurer's Report of March, 2022, Finances** Leslie Green, Treasurer

There were 49 givers in March. One of those was a memorial gift from outside the congregation. March Ordinary Revenue was \$12,178.62.

Average March Revenue for 2015 through 2019 was \$18,203. In the 5 recent years, only Nov. 2020 revenue (\$11,377) and Oct. 2021 (12,080) were lower. May 2021 (\$12,251) was close.

YTD 2022 Revenue is \$50,439, under budget YTD by 26%.

March 2022 Ordinary Expenses are \$20,542. YTD 2022 expenses are \$57,413, both under budget YTD by 2-3%.

Pastor's and Staff salaries have been brought up to date with COLA etc. as of March. March numbers are a little larger reflecting the 3 months of increase.

We did not budget enough for water/sewer expenses for the Intern House, 621 S 10th. Coos Bay applies a 3X multiplier of water use cost to determine the sewer fee. We did also see an increase in usage in fall of 2021, but no indication of a leak or heavy use. There is a large monthly fee for water. Church water/sewer expenses through March have been in line with 3 of the past 4 years and the budget seems ample.

Endowment Fund allocations for Partners in Preparedness, Knitters, and Ruth's Closet are percolating through the system as planned.

The Finance Committee agreed last month that we need to tighten some of the lead times for paying certain bills. Monthly copier charge is such a bill. It is almost identical each month and tends to arrive

late in our cycle, with some of our payments arriving late in consequence. Previous Bookkeeper Jen proposed auto paying that bill. Umpqua credit card lead-time is tight and the bill details sometimes need research before it is approved to pay. We have had late fees for the credit card. It has been suggested that we could change our bill pay date for a better lead time. We could also or instead auto pay the credit card. We should get an early handle on charges before they show up on a bill, or even before they are made. It has been suggested that purchases could occasionally be paid by personal credit card or check and later reimbursed to the purchaser. The new Umpqua Bank church credit card - with my (Leslie Green) name on it, is in the mail.

Patrick is shopping carefully for his replacement bookkeeper's laptop. He's looking for mid-level capability that can support Quick Books and interface with our other systems for several years, and improve painfully slow boot time, for around \$500.

We have discussed whether we should better document transfers to The Mission Investment Fund in the Morgan Stanley Balance Sheet for each affected sub-account. That is, we could also show how much is actually held in Morgan Stanley and how much is held in The Mission Investment Fund to back up specific funds that have been affected by the original transfer.

Apr 28, 2008, Gloria Dei established a Mission Investment Fund Account for Youth with an initial deposit of \$4,500. It operated pretty actively for youth programs through 2018. Since then, the MIF-Youth account has accumulated interest, but has not otherwise been used.

Dec 8, 2011 Gloria Dei established another Mission Investment Fund Account with an initial transfer of \$40,000 from Morgan Stanley. At that time Morgan Stanley held \$82,391.73. The Mission Investment Fund now holds \$30,862.07 as a transfer from Morgan Stanley. Gloria Dei Memorial Fund transferred \$10,000 from Morgan Stanley via Check 2235 Feb 13, 2019. The Memorial Fund Committee keeps a close eye on their funds and expenditures. Their \$10,000 transfer is clearly documented and those funds are undesignated as to project.

Bank interest is now being reported monthly into Other Income/Designated Revenue - Mission Investment, Mission Investment-Youth, and Morgan Stanley Designated as Interest earned. Umpqua bank interest, if any, seems to be captured into the Umpqua account.

Several have suggested that we keep the concatenated Balance Sheet as it is, knowing that we are accounting the historical Morgan Stanley funds as if the transferred money were still present, backed up by a portion of the \$40,000 originally transferred to Mission Investment Fund.

Linda asked if there were any additions or corrections to the Treasurer's Report. Hearing none, the Treasurer's Report was filed for Audit.

**Approval of Minutes** The minutes of the Council Meeting of March 22, 2022 are approved as distributed via email.

**Committee Lists** – Council members need to be on one or more committees. Linda explained why we do this. Others weighed in. A hard copy of the list was passed around and four names were added.

## **Pastor's Report**

### **Pastoral Acts**

April 24 Council Installed

Increasing visits

We're having staff meetings on Tuesday AM again.

### **Intern**

Pastor Alyssa and Intern Emily met over Zoom

Intern's photos and bio were sent out to the congregation

Intern committee has received more information and will be in contact with Intern Emily

Internship Conference May 16-17 by Zoom

Tentative arrival/start in early July

**Confirmation** – Initial plan did not work; new plan is 11:30 a.m. after worship through May and then pick up again in the fall. Confirmation Sunday will still be Reformation Sunday, October 29.

### **Emergency Funding Update**

Conversation about organizing an ecumenical emergency fund were temporarily put on hold through Easter and will resume. In the meantime, our ecumenical partners have been working together by email, with each congregation picking up opportunities of providing emergency funds as they are able.

### **Visitation Team:**

Cathy Denton, Stephanie Greim, Linda Strine, Irene Sund, Kathy Whitwer, and Debbie Wright. There will be a training/orientation (date/time TBD) for those who are new to the team and we'll be watching Covid rates and listening to people's comfort levels.

### **Coming up:**

Synod Assembly May 13-15 in person

Internship Conference May 16-17 by Zoom

Pastor Alyssa vacation May 23-27

Emergency pastoral care – Pastor Katherine Brick cell 503-997-1994; Faith Lutheran Office 541-756-4035

(Pastor Alyssa will not be present for May Council meeting)

Deacon Cora working with St. Timothy's Episcopal soup kitchen in Brookings. The city of Brookings has limited their days and hours, and the Episcopal church is suing. We're invited May 20 (tent.) for a tour and soup to support this effort, because we feel the church is about feeding people.

## Committee Reports

### Personnel Committee: Ken Denton

We hired Sable Stallings as church custodian and she is working now. With little experience and no one to overlap with, Ken invited former custodian Angela McAlister back for a week to do training; she was pleased to be asked and agreed to come for travel costs and wages, which Ken guaranteed pending action by Council. The week went perfectly.

Linda asked for a motion to authorize \$800 to cover Angela's travel and wages. Calum moved, James second, and it passed unanimously.

### Lot Committee: Ken Denton

We had an attorney review the MOU before we signed it. We're still waiting for her bill, but we understand it will be about \$390.

At the request of NHA's title company, Dennis Beetham signed notarized documents to verify he turned the property over to Gloria Dei.

On April 19 Ken received word from Baker Lyon of NHA:

"We're in the early stages of determining the potential for your site. So far:

Title: I'm attaching a copy of the preliminary title report for your site. We've reviewed and addressed issues which would impact ownership and transfer.

Design: We've engaged BDA Architecture to review the site and help us understand the options for site layout, number of units, amenities, access, and constraints such as topography, utilities, and infrastructure. NHA will be engaging with the city regarding zoning and requirements for housing on the site.

Survey: Given the slope of the site, a detailed site survey will be necessary to inform its potential."

Ken reviewed the preliminary title report and it looks routine.

NHA knows Ken is traveling most of May and said they'd like to set up a check-in meeting prior to his departure to let us know where things stand, and another for when he returns. At that time, they'll also set up monthly meetings to discuss the progress on the project, and we will see more in terms of preliminary design. Additionally, we'll have a draft option agreement for review.

Also on April 19, we made the front page of *The World* with a very nice article, mostly written by the Lot Committee.

It was suggested the article or similar should be added to our website; the Pastor will ask Barbara to do this.

On a related note, Paul Strike contacted Ken regarding 5 acres their church is trying to figure out what to do with (probably affordable housing), and Ken and wife Cathy had a great meeting with a dozen of their members on April 5 to give an overview of our process and answer questions.

There was a motion by Kallie, seconded by James, to pay the \$390 attorney bill. This passed unanimously. However, Leslie wondered if there were leftover Endowment monies for the Lot. Ken agreed there probably was (and Leslie confirmed this after the meeting.)

**Pride** – Ken Denton said that he had volunteered Gloria Dei to cook the free lunch for Pride in the Park August 20, and he'd be looking for volunteers. We also need to have a Gloria Dei table (\$45 fee). Linda and Pastor Alyssa said they'd help. Kallie volunteered a canopy.

Don Blom is taking the all-day kitchen certification class tomorrow.

## **Old Business**

### **COVID**

Linda reported: From State Health dept, Coos County is LOW, with numbers falling since February. Weekly new cases are 21 (32.6/100,000); hospital admissions are .9/wk/100k. All graphs are down. Daily new cases in Coos County are now 4.7/100k, and not as severe. CDC reports slightly higher numbers, but their data always lags Oregon's.

James noted masks on airlines are now optional, and he saw an article saying omicron requires an N95 mask to be effective.

After discussion:

Calum moved and Ken seconded, that masks be optional, keep distancing, and encourage vaccinations - starting immediately. People sick or symptomatic should stay home. Masks are optional for all activities. This passed unanimously.

Kallie moved and James seconded that outside groups (quilters, computer club, etc.) (with masks optional) can resume all in-person activities. This passed unanimously.

### **Coffee Hour**

We agreed to after-service coffee and cookies or similar (prepackaged food) in the fellowship hall for the month of May, while coffee teams get organized. The Council will decide at the May Council meeting whether to advance beyond packaged foods.

All of the above will be reviewed at future Council meetings.

## **New Business**

The Audit Committee completed an "in house review" of our finances and the Endowment fund), and their report was sent to Council members by Linda on April 19. The report certified that for the calendar year 2021 (a) financial activity of both the Church and the Endowment Committee has been

properly recorded in accordance with generally accepted accounting principles, and (b) the financial records fairly represent the financial condition of Gloria Dei Lutheran Church and of the Endowment Committee for the Church. The following recommendation was made “that the Bookkeeper and the Finance Committee conduct a review of the accounts to determine whether retaining all of them is currently necessary or helpful and whether some of the accounts could be consolidated or eliminated.” A motion to accept the report and thank the committee was made by Ken, with Kallie seconding. The motion passed unanimously. The Audit Committee members are Ronald Cox, John Meynink, and Kathy Whitwer.

### **Miscellaneous/Good of the Order**

Camp Lutherwood - May 7 and June 4, from 10:00 to 3:00, are work days at Camp Lutherwood. Volunteers are needed. Camp registration is now open as well. They are trying to raise \$30,000 for two yurts.

Sunday school ends May 22; we have two high school graduates to celebrate at coffee hour, Aryana Mill and Ian Stevenson. (Also Andy Prince is graduating from College – are there celebration ideas?)

Vacation Bible School is scheduled for July 11-15 using the ELCA world hunger curriculum.

**Next Council Meeting: Tuesday, May 24, 2022, 6:00 p.m. (in-person)**

**May Devotions and Prayer:** James Monsebroten

**Adjourn:** The meeting **adjourned** with the Lord's Prayer at 7:56 p.m.

Faithfully submitted,

Ken Denton, Acting Council Secretary for this meeting.