

ST LUCAS UNITED CHURCH OF CHRIST

CHURCH COUNCIL MEETING - APRIL

4/27/2021

MEMBERS PRESENT: Paul Simons, Debbie Ball, Dave Johnston, Don Lang, Joanne Scheidt, Marty Schmidt, Jack Laudenslager, Joy Dressel, Justin Wenk, Gregg Heutel, Juanita Wagner, Carol Stelmach, Ken Hamilton, Kathy Herron, Marsha Fey

MEMBERS ABSENT: None

STAFF PRESENT: Vicki Hampton

GUESTS PRESENT: Donovan Larson

The April 2021 Council meeting was called to order at 6:03 p.m. by Council President, Paul Simons.

OPENING PRAYER – Joanne Scheidt led us with an opening prayer.

SPECIAL PRESENTATION – Donovan Larson

Paul said he got a letter from DECA for the lease coming up on the parsonage. In the past we've taken a little off the rent as a St. Lucas mission. The market rate on this type of rental property in the area has gone up \$300 or \$400 dollars. How much rent now do we want to charge the family?

Donovan reported that the family moved into the residence in April, 2018. The St. Lucas Social Justice Committee, with the Council's approval, talked about the possibility for the church to do some good and see if anyone from the Lindbergh School district had a family who needed a place to stay. The Lindbergh social worker said there was a family with 8 children who needed a place to stay in the Lindbergh district. They were being bused and living in a motel and were about to be homeless when the motel was being torn down. St. Lucas offered the home to the family. Carol said that the Lindbergh district is required by law to pay to bus these children in if they do not live in the district. She said that we are helping the district save money. Kathy Herron said that it is good for the church to have a family in the parsonage long term and that having a vacant property is costly to the church. The house was in reasonable shape when they moved in. A lot of things have been fixed and donated to help reduce the cost to the church. The current rent of \$1250 per month is lower than market value, maybe \$300 lower than market. Gregg mentioned that we are cash flow positive and we should keep the rent the same.

Gregg made the following motion and Carol seconded.

Continue the rental rate as is on the parsonage property for the next year.

Motion passed.

CONSENT AGENDA –

Paul said that there were 9 items in the Consent Agenda. Marty made a motion to adopt the Consent Agenda and Don seconded. Paul asked if there were any objections and there were none. The Consent Agenda was adopted.

- Council Minutes – March 23, 2021
- Council Minutes – March 30, 2021

- Preschool Board Minutes – March, 2021
- Cemetery Board Minutes – March, 2021
- Membership & Evangelism Committee Minutes – April, 2021
- Mission & Outreach Committee Minutes – April, 2021
- Social Justice Committee Minutes – April, 2021
- General Endowment Fund Committee – January, 2021
- Finance Committee Minutes – April, 2021

STAFF REPORTS – Pastor Vicki – Vicki said she has been working on the following items:

- The Confirmation reception and worship service went well. Amy Bush, Lynn Fey and Dan Coughlin did an amazing job. It was wonderful to work with them and the confirmands over the three months she's been here. Adam Bay was baptized as part of the Confirmation service.
- The logistics involved with going back to two worship services have been worked out. In the event of inclement weather, we will revert back to the initial plan.
- Vicki has met with several members to discuss issues important to them.
- She is working on filling the Interim Associate Minister position with Paul, Kathy and the Associate Conference Minister for Search and Call, Damien Lake. She is meeting with him tomorrow to discuss two potential candidates.
- Vicki is working with the Personnel Committee to fill the AV Coordinator position as Ariel is leaving at the end of May.
- She has provided a report for the semi-annual meeting on May 16th.
- She is planning a visit to Friendship Village to introduce herself.
- Vicki has attended meetings, social hours and adult education to meet more people.
- She has had wedding and baptism conferences
- She is beginning to look at job descriptions, pay rates and staffing.

Carol complimented Vicki on her work with the Confirmands even though she came to St. Lucas after the program started.

SPECIAL COUNCIL MEMBER RECOGNITION - Paul mentioned that Marsha Fey was recognized by St. Louis magazine as the winner of the Excellence in Nursing Award in her category, Oncology. Marsha was applauded by Council.

OLD BUSINESS

- **June Schmitt Property** – Joy said there is not a lot new to report. The process is going very slow due to Probate Court delays. Even though there's a will, it still has to go through Probate. Joy will check to see if we can list the house for sale before it goes through Probate and she said there has been a lawyer involved since the beginning to help.
- **Electronic Meeting Procedures** – Paul said we have all seen the general guidelines from the committee.

Jack made the following motion and Marty seconded:

Accept the Electronic Meeting Procedures as written.

Motion passed.

- **Roof Repair/Cool, Safe and Dry Funds** – Don Lang said that in the Consent Agenda there are two motions to be presented at the semi-annual meeting.

Motion 1: Monies currently in the Cool, Safe and Dry Campaign collected for Phase 5, the Sanctuary roof replacement, instead be used for the cleaning, repair of damaged roof tiles, flashing and gutter protection system repair and or replacement on the new sanctuary roof section of the church as proposed by Old World Roofing. Approximate cost \$43,000. Costs for this work in excess of funds currently available from the Cool, Safe and Dry Campaign will be funded from monies received from the Lorine Nolan bequest. Further, monies from the Lorine Nolan bequest be used to fund the roofing, flashing and guttering protection system repair and replacement for the remainder of the church as proposed by the Building & Grounds Committee. Approximate cost \$102,000. If motion 1 is approved proceed with;

Motion 2: Since the cleaning, repair of damaged roof tiles, flashing and gutter protection system repair and/or replacement on the new sanctuary roof section extends the life of the roof approximately 15 years and satisfies the original intent of the Cool, Safe and Dry Campaign, no further donations to the Cool, Safe and Dry Campaign are required. Further, since there is no longer a need for the remaining dollars from the March 2017 Rott loan for Cool, Safe and Dry Campaign funding, the remaining balance of this loan shall be paid off from existing funds in the Cool, Safe and Dry account.

Don made the following motion and Dave seconded:

These two motions will be read at the semi-annual meeting.

A question was asked if this is the first money to be taken out of the Nolan fund? Yes it is. Also asked was if we pay off the rest of the Rott loan, where will that money come from? The money is in the Cool Safe and Dry fund.

Motion passed.

- **Paycheck Protection Program Loan #2** – Jack said we are still waiting to hear from the SBA to see if we have been approved. No new news.
- **Member Departure Protocol** – Vicki said there have been no further conversations on this.
- **In-Person Worship** – Paul said things have gone very smoothly. Vicki said that people still have trouble knowing when to open the communion cups so she will try to be more specific. We need more volunteers to run AV boards, ushers. Paul said we should do a solicitation for help through the Council Corner or eblast. The AV team is very competent for any funerals coming up. Marty said with the revised recommendations from the CDC for masks, we should require masks this weekend and meet on Monday with the COVID task force to discuss. Vicki said this weekend we have an outdoor service at 9:00 and an indoor service at 10:30.
- **Parsonage Rental Rate** – Refer to above presentation from Donovan Larson.
- **Interim Associate Minister Search** – Refer to Vicki's pastoral report above.
- **Other Old Business** – Juanita asked about the possibility of having an interim minister that focuses on family and children as it's priority. Vicki said our title of Minister of Congregational Life would include duties related to families and children.

NEW BUSINESS

- **Semi-Annual Meeting Topics** – Paul said we have the regular routine things to report at the meeting, but we also have the election of Kathy Herron and Ken Hamilton to Council. We also have the Preschool Board elections, and Cool, Safe and Dry items needing congregational approval. Ken will talk about the new floor in the social hall which should be done this summer.
- **Cemetery Board Price Increase Request** – The Cemetery Board, at its April 21st meeting, discussed and voted to move forward with a fee for "Probing and locating existing urn's, coffins

and or vaults.” The fee they propose is \$50.00 for up to the first hour, and then \$50.00 an hour thereafter. In this way they can recover lost labor revenue for their Cemetery worker.

Dave made the following motion and Marty seconded:

Accept the Cemetery Board’s proposed price increase fee of \$50 up to the first hour and \$50 an hour thereafter.

Motion passed.

- **Memorial Fund Committee** – The Memorial Fund Committee approved the purchase of a new mobile keyboard in an amount not to exceed \$1,000. They need Council approval.

Carol made the following motion and Dave seconded:

Approve the purchase of a mobile keyboard from the Memorial Committee funds.

Motion passed.

- **In-Person Council Meetings/Start Time** – Paul asked the Council members for their thoughts on moving toward in-person Council meetings. There was a concern regarding the issue of wearing masks and being able to understand all the conversation. With the new CDC mask guidelines and the uncertainty of what will be required going forward, it was decided to meet by zoom for the May meeting and re-visit this issue each month.
- **Health Plan Renewal** – Joanne shared that our annual health insurance renewal is coming up in June. We carry health insurance on Debbie and Charlie. The proposed premium increased by 41%. Lauren Hoggatt ran comps against other churches and we offer a very rich benefit which is not sustainable going forward. We need to get a bid that is more in line with the rest of the industry. Anthem bid us a plan which is a little more in line and would not be much of a change for the two current employees. Co pays would remain at \$15, deductible would go to \$2500 and co-insurance would be 20% versus 0%. The church’s increase would be 14% instead of 41%.

Marty made the following motion and Carol seconded:

Move to the newer health plan offered by Anthem for St. Lucas employees.

Motion passed.

- **Treasurer Election** – Carol Stelmach has agreed to be the Treasurer for the remainder of the year, replacing Randy Jurgensen who resigned from Council.

Paul made the following motion and Marty seconded:

Elect Carol Stelmach to be the Council Treasurer for the remainder of this calendar year.

Motion passed.

- **AV Coordinator Job Description Revision** – We approved an AV Coordinator job description when we hired Ariel. Originally we had this position reporting to the business administrator. In the absence of a business administrator, we changed this position to report to the pastor. Ariel looked at the description and said it reflects her job.

Dave made the following motion and Marty seconded:

Accept the current AV Coordinator Job Description as written with a slight spelling change in one word.

Motion passed.

- **Wedding Policy** – Carol wants us to look at our wedding policy that is outdated. We should review it and be more in-line with other churches in our area. Paul said this should fall under Vicki's responsibility. It was agreed to look at this in the future.
- **Bookkeeper/Administrator** – Paul said the position of a Bookkeeper/Administrator was discussed at the Finance Committee meeting. Jack said that as the church reopens we have an increased need for someone to be on-site as a daily administrator and asked that we revisit the position that was put on hold. The Finance Committee says working with an outside third party bookkeeper just isn't working. We're on our third or fourth bookkeeper and it's a constant switch to keep up. Joanne said we approved a job description last year. We posted it and then COVID hit. Joanne can send the job description to Vicki and Paul and Jack and let them make any changes they think need to be made. Gregg also said we need to outsource our payroll and the processing of it, which should have been done a long time ago as well as a new accounting system. Jack and the Finance Committee agreed to look at options on outsourcing payroll. The congregation will have to vote on this position being reinstated so discussion was held about putting this on the May meeting agenda. Paul will add this to the agenda.
- **Other Old Business** – Vicki said Linda Klosterman's last day is May 17 and asked how we recognize retirees? Paul said the Preschool Board should do this but we will mention her at the semi-annual meeting and give her something in writing. Gregg said the golf cart isn't working now due to the battery life. We need to replace the battery and it will cost about \$1,000 which is an unbudgeted item. Battery has been ordered and members will be notified that it will be a few weeks before we have a working golf cart.

ADJOURNMENT WITH THE LORD'S PRAYER – Marty made a motion to adjourn the meeting and Carol seconded. The meeting adjourned at 8:02 p.m. with Vicki leading us out with the Lord's Prayer.

DATES TO REMEMBER

- May 2 – Start of Outdoor Worship Service
- May 16 – Semi-Annual Congregational Meeting
- May 25 – Council Meeting – 6:00

*Respectfully submitted,
Debbie Ball
St. Lucas Council Secretary*