

# Cross of Christ Church Council

## Minutes of June 16, 2020 Meeting

Officers	P	A	Pastors	P	A	Cabinets	P	A	Cabinets	P	A
Lynn Meyer <i>(President)</i>	X		Linda McPeak	X		Gwen Rostad <i>(Finance)</i>		X	Krin Abraham <i>(Personnel)</i>		X
Jill Hahn <i>(Vice President)</i>	X					Jessica Brand <i>(Youth &amp; Family)</i>	X		Kathy Olson <i>(Worship &amp; Music)</i>	X	
Paige Markegard <i>(Secretary)</i>	X					Keith Herek <i>(C of C Building)</i>		X	Alysia Woodard <i>(Education)</i>		X
Patrick Forsyth <i>(Fin Admin)</i>	X					LeRoy Thompson <i>(Stone Church Bldg)</i>	X		Ellen Hongerholt <i>(Stewardship)</i>		X
Karen Todd <i>(Financial Sec)</i>		X				Joe Brueggen <i>(C of C Grounds)</i>		X	Sue Ferris <i>(W/ELCA)</i>	X	
						Lisa Onsgard/Holly Westby <i>(Evangelism)</i>	X		Vacant <i>(Youth Rep)</i>		

President Lynn Meyer called the Zoom video conference meeting to order at 6:05 pm.

Pr. Linda's devotion was an affirmation of our faith and our call as followers of Jesus Christ.

### 1. **REPORTS:**

#### a. **Senior Pastor's Report for May 19, 2020 – June 16, 2020**

##### i. Membership Activity:

1. Funerals/Memorial Services:
2. New Members:
3. Baptisms: Camden Edward Blaney, Sunday May 31, 2020 – parents: Theo and Amanda Blaney, sponsors: Lizzy Tippery, Mel Skadson

##### ii. **Pastoral Acts (these are not all-inclusive, but intended to give the council a good deal of guidance) :**

1. Visitations, shared word and sacrament have ceased due to Covid-19 health and safety precautions.
2. Online and phone Pastoral Care - Ongoing exchanges with youth, individuals and families who desire to be in conversation about how God is at work in their lives through health, healing, grief, faith questions, doubts, challenges and formation.
3. Published email blast (Echoes and Whispers) to known email addresses for congregation members. Sent 4/26 and 6/5.
4. Review of online Facebook insights all posts published. See attached report for the last month.
5. Mental Health Care Kits – working with Tarah Tarr member and Licensed Professional Clinical Counselor to develop mental health bags for a few different age groups, children, teen and adults. Each kit will contain an item that would at least provide them some solace and coping resources that lets them know somebody cares about them, especially during these trying times.
  - a. Will be seeking donation of items for these mental health care kits and for a group in St. Paul, MN preparing mental health bags for children living in St. Paul's Midway neighborhood, north Minneapolis and south Minneapolis, who saw their stores looted and set on fire with recent riots.
6. Developed Cross of Christ Re-Opening 5 Stage Plan. Data used in developing this reopening plan has come from Governor's office, the MN Dept. of Health, the CDC, the synod office and the church-wide ELCA, as well as best practices from

other ELCA congregations. Except for stage 1, we do not yet have specific dates. The timing for shifts from stage to stage will be informed by limitations and dates set by data provided by above noted resources. This plan is subject to change.

- a. As of June 1, 2020, we are currently in State 1
  - b. Preparedness Team formed and met via Zoom on June 9, 2020
  - c. All congregations must have a COVID-19 Preparedness Plan in place before returning to in-person gatherings.
7. Worship & Music
- a. Sunday in person Worship has been suspended until further notice.
  - b. Attended several rostered leader Zoom gathering with Root River Conference and SEMN Synod regarding re-opening guidance and in-person worship. The Bishop, synod, and RR conference all recommend suspending in-person worship until further notice.
  - c. Sanctuary Time – meditation, prayer, and quiet reflection in the sanctuary each Wednesday afternoon at 4 pm. There is restricted and limited seating. Masks and social distancing are requested.
  - d. Holy Communion distribution via drive-thru on Sunday, June 21.
  - e. Have continued to offer online Facebook Live worship services Sunday morning at 10:15 am. Viewership and engagement has been positive and higher than expected.
  - f. Hosted online Zoom Coffee Hour fellowship Sunday mornings at 9:15 am. Will continue at this time.
8. Monthly Bible briefing was provided on Facebook Live for May 28th and June 25th. Currently working on offering an outside Bible Study for VVHCR (Heritage Court residents).
9. Personnel tasks related to hiring A/V Technician Minister and Church Office Administrator. Hired, Amanda Langheinrich as our new Church Office Administrator started June 15, 2020. Interviewed and met with Maria and Karalee Christensen as co-AV Tech. Would like to have them begin training and working Sunday, June 21, 2020
10. Meet Up and Eat Up began on Monday, June 8. Added Friday bag lunches prepared and distributed by Looney Valley Lutheran Church. In conversation with Houston Baptist and Bethany Evangelical Free Church about adding additional days.
11. Availability of Cross of Christ kitchen for other days of preparing and serving bag lunches?
- iii. Participation in the ministry of our larger Church and Community:**
1. Root River Pastor Conference Gathered via Zoom on June 2, 2020.
  2. Rostered Leaders Zoom gathering with synod Bishop on June 3, 2020.
  3. Houston Ministerium conversations regarding Pandemic Mental Health ministries and children's summer food program.

Respectfully submitted by Pastor, Linda McPeak

Pr. Linda wanted to highlight that in the last PV and in an e-mail to the council, Pr. Linda provided the 5-stage church re-opening plan. Pr. Linda would like all council members to read this and to familiarize themselves with them. Our input is also greatly appreciated. Things can change. We are in stage 1 right now. This is the only stage with specific dates. Our mission statement is a big part of this plan. We are taking into consideration the health and safety of our congregation, while also anticipating the opening and being able to worship in person again. If there are any groups that would like to meet, or do something with their groups, please contact Pr. Linda and she would be more than happy to help arrange something. Whether that be a Zoom meeting a meeting outside at the church. Pr. Linda also wanted to update the council on meet up and eat up. Everything has been going great, they are all getting used to the new protocols and are loving seeing everyone. Looney

Valley Lutheran Church volunteered to do Fridays this year, and they have been preparing lunches at their church and then distributing it from our church parking lot. The Rick Bartz from the Baptist Church and Ed Clay from the Free Church met with Pr. Linda last week to get some information about the program and what goes into it. They are considering doing Tuesday and possibly Thursdays. They did ask if they could use our kitchen space. Pr. Linda discussed this with Denise Rostad and Sue Ferris and they are ok with them using the kitchen. We don't have room for food storage, so they would have to find somewhere else to store the food. The school did say they would allow food storage for Meet Up and Eat Up, so this is a possibility. Rick Bartz was going to look into this. Pr. Linda did mention that we would need someone there from our congregation while they are preparing lunches to ensure that protocols are followed and things are cleaned up. We would need a few volunteers for this. Pr. Linda has provided the other churches with our protocols sheet for them to review and follow. All council members were in favor of them using the kitchen. Sue Ferris will reach out to some WELCA members to see if any would be available to be on call/assist with those additional days. The last thing Pr. Linda wanted to highlight was the mental health care kits. We will be collecting items for care kits that will be distributed to the kids and teens in St. Paul, MN. After those are distributed, we would like to create some for local use as well. Pr. Linda has been working with Tarah Tarr for ideas and items to include. Pr. Linda is looking for some funding for this as well as donations. Pr. Linda is going to distribute the list for the St. Paul kits first. Holly mentioned that she has not used any of their Evangelism budget this year. She has everything she needs for the rest of the year and doesn't need to purchase anything. All agreed this would be a good use of their budget. Pr. Linda doesn't have a dollar amount in her head yet, but she is grateful to know she can use the remaining Evangelism money, which is ~ \$600. She also shared our stats from our Facebook page. We are having pretty good engagement on our posts. This is really good to see that people are engaging and we are reaching a good number of people.

**b. President's Report:**

President Lynn Meyer's report is below:

For June 16, 2020 Church Council meeting:

The following represents my involvement in various Cross of Christ issues during the past month plus highlights of certain matters that may or may not come up during cabinet reports or other segments of our council agenda discussions.

Meetings Attended:

- May 19 Church Council Zoom meeting
- May 21 Zoom with SEMN ELCA Bishop Hassanally and other Council Presidents
- May 26 Met with Pr. Linda and Gwen Nelson
- May 26 Zoom interviews of three Office Administrator candidates
- May 27 Pastor/President meeting
- June 2 Zoom Stewardship Cabinet meeting
- June 2 Zoom interview of one Office Administrator candidate
- June 6 Conducted council email vote on Personnel Cabinet's recommendation to hire Amanda Langheinrich as Office Administrator
- June 11 Zoom Executive Committee meeting

**CABINET HIGHLIGHTS:**

- **Finance Cabinet** will report on current financials plus the updated protocols of the Paycheck Protection Plan and how that may affect Cross of Christ's forgivable loan.
- **Personnel Cabinet** has completed interviews of 4 candidates for the Office Administrator position, recommended to the Council we hire Amanda Langheinrich which the Council

approved on June 6. Amanda will start on June 15th. Lynda McNamer has resigned her position as custodian and Melinda Nelson is being hired as a part-time custodian.

- **Stewardship Cabinet** has reconsidered the need to send a letter to our congregation about the church's current financial status. This change in strategy is a result of our members continuing to provide their support at a level that maintains our financial wellbeing for which we thank our members and the Holy Spirit's guidance. The cabinet is in the initial stages of developing gift acceptance policies.

OLD BUSINESS:

- **Little Free Pantry.** We continue to be grateful that Cross of Christ is able to provide the well-used Little Free Pantry ministry. However, there are occasions when the pantry's inventory is quite depleted so we remind our members to be aware of the on-going need and to share as they can.

NEW BUSINESS:

- **Preparedness Team.** A team of Cross of Christ members headed by Vice President Jill Hahn has been formed to develop and help implement a COVID-19 Preparedness Plan. They will be using the recently published Cross of Christ Re-Opening Plan, MN Department of Health, ELCA and other agency guidelines.

Lynn Meyer, President  
Cross of Christ Congregation Council

Lynn wanted to highlight that she also included the minutes from the Zoom meeting with the SE Synod in the meeting agenda packet. Everything else is in her report.

**c. Secretary's Report:**

- i. *Holly Westby made a motion to approve the minutes from the May 19th meeting. LeRoy Thompson seconded the motion to approve the minutes from the meeting. Motion passed unanimously.*

**d. Financial Administrator's Report:**

- i. The story for May is the same as April: Revenue is down, but expenses are also down by about the same amount. So we ended the month within \$28 of budget.
- ii. We budgeted for a deficit of (\$3,894). The actual May deficit was (\$3,922). Revenue was down about \$2,000. (Envelopes/plate were down \$3,363, but e-giving was up \$1,434.) Expenses were also down about \$2,000 vs. budget.
- iii. Year to date through May, we continue to be running very close to budget. Our year-to-date surplus is \$4,952 vs. a budgeted surplus of \$5,391.
- iv. PPP Loan Update: A new law was passed about a week ago that made several changes to the PPP loan forgiveness rules. One of the changes is to allow 24 weeks to spend the proceeds on payroll and other allowed expenses. The original law required that the proceeds be spent within 8 weeks. We thought we would be able to qualify for full PPP loan forgiveness under the original law, but now it seems certain.
- v. *LeRoy Thompson made a motion to approve the May Financial administrators report. Holly Westby seconded the motion. Motion carried unanimously.*

**e. Financial Secretary's Report:**

- i. Karen Absent. Nothing to report.
- ii. *Jill Hahn made a motion to approve the May financial secretary's reports. Sue Ferris seconded the motion. Motion passed unanimously.*

**2. CABINET REPORTS:**

**a. Education:**

- i. Alysia absent. Nothing to report.

**b. Evangelism:**



