

First Lutheran Community Church April 15 2021 Virtual Meeting Minutes Final

Attendees: Jeff Robinson (President) Sarah Cook (Vice President)
Ryan Sjoberg (Secretary) Fred Seidel (Treasurer)
Pastor Adrian Bonaro Casey Nelson
Sonja Miller Chris Billings
Jake Nelson Sharon Bacon
Julianne Powelson Paul Gaudette (CBA)

Absentees: Diane Aldinger Suzanne Harvey
Steve Atkinson

Guests: None

1. CALL TO ORDER (President) 7:02 PM
2. OPENING DEVOTIONS (Pastor)
3. APPROVAL OF MINUTES FROM 18 MARCH VIRTUAL MEETING DRAFT 2 (President).

Sonja motioned we approve Draft 2 minutes, as amended, from 18 March Virtual Meeting. Sharon seconded the motion. The motion passed by unanimous vote.

4. REPORTS

A. Presidents Report:

- 1) The branch cleanup has been delayed by the poor weather. The trailer situation is still waiting on the county.
- 2) Vaccine clinic held at the church was a huge success with big thanks to Paul. 600 people got vaccinated on its first day. The provider will return each Thursday for the next few weeks.
- 3) Do we want to put a cap on the Daycare for large expenditures so that the council can review and approve large purchases? The Daycare savings is growing so this could come up and it would be good to have a policy. Paul must approve anything over \$1,500, but there is no cap on that. Whatever cap we chose we can have added to the CBA job description.

Adrian motions that any expense over \$3,000 must be approved by the council. Chris seconded. The motion passed by unanimous vote.

- 4) Jeff has discussed with Corrinne derelict vehicles in our parking lot. We are going to try and move away from allowing that going forward and have been asking the current ones to move on. One vehicle was towed after several days.
- 5) As discussed at our last meeting, a remembrance is in the works. More to come.

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B. Pastor's Report:

- 1) Survey about worship times is out through this Sunday. Pastor will then meet with the Transformation Team and make a decision based on the survey. They will monitor after so if things need to change we can adjust. We will know once we give things a try. Trying to clear as much out of the sanctuary as possible to allow for the chairs to be distanced.
- 2) In May, we will be bringing back the piano player and are looking into having him long term. Adrian is meeting with the involved parties this upcoming Wednesday.
- 3) Starting May 4th, Adrian will resume office hours and Golden Friends bible study will be held in the sanctuary. For now, the pre-recorded services will continue, and that requires significant working from home time still for video production.
- 4) Capital Christian sold its building downtown that used to house the warming Center. The leaders of the warming center are looking for a new location for it. The building also had local congregants that are looking for a new location to hold services. We could potentially rent the sanctuary on a non-Sunday or during evening hours for them to hold services. Saturday evening is being considered, but could interfere with Altar Guild since they set up the night before. Council is open to gathering some more information.
- 5) There is a grant available through the ELCA for projects that allow congregations to meet new people. Adrian proposes an outdoor worship area as a potential use for the grant. We could also use it for outdoor activities like weddings or meetings. Council discussed that there are concerns that such a structure may not be respected given troubles we have had with the sheds & grounds. It could attract people that could not be supervised properly. Potentially see if grant could be used for the floors in the fellowship hall instead.

C. Treasurer's Report – Council will be reviewing preliminary numbers tonight, as the 15th is too early for them to get fully completed. Fred had some suggestions to alleviate this, such as potentially moving our meeting back a week to give the finance committee additional time. Also, we could have a high-level summarized report in the current month and review more detailed information on a one-month lag. Council will give it some thought.

- 1) **General Update:** Fred has completed all of the required documents to change the signature authorities for the Kitsap Bank accounts. The affected persons will get a call from Jessica Lutz to sign the new forms. Fred also completed and signed the forms for an FLCC credit card, with a limit of \$500. We will receive two cards, one for Paul and one for Kelly.
- 2) **PPP Loan:** Current guidance from the SBA and Kitsap Bank is that the entire balance of the loan will be forgiven. We must complete a one-page document to request this, and Nancy is working on the application.
- 3) **FLCC:** March general giving was \$37,227 compared to the February total of \$21,666 (March 2020 was \$27,485). This included a single donation of \$7,000 to the Resource Coordinator fund. Both the envelope and Vanco Simply Giving

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increased from last month. The lease income from the KMHS remained consistent with last month. The total general fund income for March was \$44,893, and the expenses were \$29,730 for a net income of \$15,162. The general fund checking account balance was \$104,647, and the savings account was \$16,891 at month end.

- 4) **Resource Coordinator Fund:** The fund donations of \$7,630 in March. At month end there were \$15,861 in this fund.
- 5) **NADC - Noah's Ark Daycare:** March income was \$62,198, and expenses were \$55,228 for a net income of \$6,969. At month end they had a combined total of \$212,997 in checking and savings.
- 6) **NAPS - Noah's Ark Preschool:** March income was \$3,456, and expenses were \$4152 for a net income of (-) \$695. At month end they had a combined total of \$34,775 in checking and savings accounts. Karen continues to operate the preschool with limited classes.
- 7) **FLCCW - First Lutheran Community Church Women:** In March they received \$75 from the Global Warmers, and with no expenses they had a net income of \$75.11. At month end they had a combined total of \$6,757 in their checking, savings, and CD accounts.
- 8) **Designated Funds:** The majority of these funds remained inactive during March. The community aid fund continued to provide assistance to local residents as managed by Corinne Criss. The bookkeeper made a year-end adjustment to the funds, increasing the balance by \$692. Other fund activity is shown on the separate report provided.
- 9) **Endowment Fund:** The balance of this fund remains at \$11,098; we receive quarterly dividends for this fund.
- 10) **Kitsap Mental Health Services Lease:** Paul has confirmed with Joe Rozak the CEO of the KMHS that they will remain our tenant through December 2021. Fred will recalculate the monthly lease amounts for this extension of their tenancy and make an adjustment as of June 1st. Under our current agreement the monthly lease due from the tenant is \$4,403 from February to May 2021.
- 11) **Other:** Upon review the Bookkeeper made some miscellaneous corrections and determined there is about \$700 of funds that need to be assigned. We are in need of a new keyboard, so the music fund was suggested.

Sonja motioned we move the money into the Music Fund. Chris seconded the motion. The motion passed by unanimous vote.

D. CBA's Report:

- 1) Another person toured the Ministry Center. However, the potential tenant was a trampoline studio, and the ceilings were too low and the tenant improvements would have been too significant. O'Hana House also would have required extensive modifications to the HVAC and Sprinkler System that were likely too costly.
- 2) Daycare will begin renovating the bathrooms soon. The contractor was delayed.
- 3) New fans and lights for the fellowship hall have arrived. Paul is renting a lift when he can find someone who can do it.

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- 4) Vaccine clinic will be the next 4 Thursdays. It went very well and the medical staff were excellent and respectful of our building. Nearly all church staff are vaccinated now.
5. OLD BUSINESS (President): None.
6. NEW BUSINESS (President): None.
7. FOR THE GOOD OF THE ORDER (President): None.
8. ADJOURNMENT (President)

Sonja motioned to adjourn the meeting at 8:26 PM.

Sharon seconded the motion. The motion passed by unanimous voice vote.

NEXT MEETING IS SCHEDULED FOR THURSDAY, 20 MAY 2021, 7:00 PM, VIA ZOOM.