

Faith Lutheran Church  
Board of Directors Minutes  
July 20, 2020

**Present: (Zoom)** Pastor Biermann, Bruce Trevithick, Sam Siegel, Scott Hans, Matt Guinn, Ken Duetsch, Jennifer Hocken, Sarah Palmer, Krissa Zander, Marcy Montez, Jenny Mervyn, Phillip Whitmer

**Absent:** Laurie Crawford

Meeting was called to order at 7:01pm with devotion and prayer led by Pastor Biermann. Initially commented on how nice it is to have new faces on the board. Focus on 1<sup>st</sup> Corinthians, Chapter 12 Verses 24 – 27 with emphasis on verse 27, “Now you are the body of Christ and individually members of it”. Pastor spoke that the board is composed of individual members but that we are all of the body of Christ and that this unites us in a special bond with a common purpose, keeping Jesus first in all of our plans and activities and gives us the common certainty of a place in heaven with Him. Pastor stated that he brought this up because even with all that is going on in the world that we as a board can carry on with our work that honors God and blesses our Faith family. That he is looking forward to us working together with this bond of unity and that we, as a board, can serve as an example to the rest of the congregation.

**Secretary’s Report:** Phillip Whitmer

- Minutes from the June 15<sup>th</sup> meeting were presented and reviewed. Sam Siegel made the motion to accept as presented. Pastor Biermann supported and the motion was passed.

**Pastoral Report/Notes:** Pastor Biermann

- Parochial Report had been distributed in advance. Pastor stated no verbal comments necessary and asked if anyone had any questions. There were no questions presented.

**President’s Report:** Bruce Trevithick

- Bruce expressed his thanks to all of the new members and thanked us for being at this meeting

**V.P. Property & Maintenance:** Sam Siegel

- Continue to paint, youth room is completed with a fresh new brighter color
- Louie Barger continues to do work on the outside of the church.
- There were no questions for Sam at this time

#### **V.P. Salary & Personnel: Scott Hans**

- Bruce brought up using ADP for the payroll services as part of the transition of distributing duties/functions currently managed by Marge. Scott stated that there had not been any negative comments fed back to him on an email that had gone out to various parties. Also stated that he had had conversations with Ken and that all seemed to be positive and that the church was moving forward with that change.
- Sarah asked who she would be working with as she has now assumed the financial responsibilities for MOPS. Scott indicated that assignment of duties has not been finalized at this time. Pastor indicated that a good place to start with any questions would be with Alicen. Marge would still be working/assisting through February 2021
- Pastor discussed with the new board that with the transition security is being maintained, protocols put in place and backup measures as well are also being put in place. Pastor stated that concerning the budget that it shouldn't be significantly impacted and may even have a slight decrease
- Phil asked when ADP would be brought online. Pastor responded that they are still in the startup process and that he had been informed by Alicen that the preparation of documentation has already started.
- Scott stated that visibility throughout the process, as much as possible, would be provided

#### **V.P. Finance & Stewardship: Ken Duetsch**

- Expressed his gratitude for being allowed to work with the board and that he is looking forward to working together with all of us
- Updated us with what he has done thus far in assuming his new position on the board
  - Worked with John Crawford and reviewed a lot of John's sheets
  - John and Ken have been on vacation so they are getting together after both are back in town.
  - Has reviewed some things with Marge
- Ready to help with the transition away from Marge and is very familiar with ADP and is in full support of that decision
- Wants to talk with each board member that has a budget line individually and will do so via phone over the next few weeks.
- Stated we are currently in a good position
- Matt pointed out that in the Faithwalk that contributions were still listed "as of 5/31" Ken stated he wasn't sure who was responsible for getting that published correctly but that he would find out and insure that numbers are up to date going forward.

## **Board Reports & Requests:**

### **Elders:** Matt Guinn

- Held a brief meeting with the Elders in July – agenda included
  - Discussion concerning safe practices to be followed during worship services
  - Communion flow/process
  - Worship and placement of cameras as part of the service
  - Installed new members

### **Outreach & Evangelism:** Sarah Palmer

- Reported that money that had been placed in reserve for the Guatemala mission trip had been returned
- Will get with Krissa to bounce some ideas off of her on how to go virtual with some ideas
- Had plans for a couple of outreaches but with the current status of the pandemic she doesn't want to put the church in a position of liability
- Working with MOPS and at this time it will not happen in the usual format. Currently they are considering virtual or maybe meeting in the evenings or hold off until January and reevaluate.
- Met with Suzanne to transition into this position.
- Bruce brought up the fact that Sarah really doesn't have a board to work with and that as we move forward it would be nice to get Sarah some help in that regard
- Bruce reminded everyone that as of this time the church is not open to outside activities and that worship services are all that are authorized

### **Worship:** Laurie Crawford

- No Report

### **Communication & Publicity:** Krissa Zander

- Stated that at this time her principal role is Facebook Administrator
- Worked with Laura Mulligan in transitioning and finding out what has been done in the past and where things stand at the present
- Pastor Biermann stated that Krissa has done an awesome job with Facebook and other publicity virtually

**Congregational Ministry: Jennifer Hocken**

- No July meeting was held, will meet in August. Agenda for August meeting will include
  - Electing a chair and vice-chair for the board
- Received fundraising request from AHG. They want to sell mums in the fall starting in September promoting through online resources and then distribute in October. Question was if this could be done – Pastor Biermann stated that we could probably approve as long as they abided by all processes/protocols related to the pandemic in place. Motion to approve the request with the stipulation that the group must follow all processes/protocols in place related to the pandemic made by Pastor Biermann, supported by Marcy. Board approved.
- Trunk'r Treat was brought up with the question would it take place – Pastor stated that it would be with an adjusted format if it happens at all.
- Pastor outlined two different scenarios that will be discussed at the Fall staff retreat
  - First is that things will continue on similar to what they are now with mostly virtual with some live events possible as they are determined to be acceptable. Worship will continue as it is now
  - Second scenario is if things regress and the church has to go back into an early spring mode. This is being held up to represent a backup plan if necessary.
- Krissa mentioned that if school does not go into session in the fall then we can pretty much assume that people would not want to bring their children out for events such as trunk-r treat
- Jennifer also stated that the same scenario would probably hold true as well for events such as Wednesday night alive and Sunday school. Further discussion by Sarah and Pastor centered on Wednesday night alive with Pastor Biermann stating that we probably would not see any meals being served and any activity would be outside if at all possible or virtual. Pastor also did a quick rundown on what the youth program has been doing virtually and outdoor events such as chalk drawings at Genesys.

**Social Ministry: Marcy Montez**

- Met with Stephanie and got the low down and what is in process or coming up
- Marcy said that basically there is nothing on the immediate horizon. Biggest concern is when to start working on the November/December projects and how they are going to handle the food baskets and angel tree

**Youth Board: Jenny Mervyn**

- Continuing with zoom meetings with all three grade levels Changed elementary and middle school meetings to morning sessions which has allowed more participation
- Middle school is going to start making cards and gift baskets for shut-ins Delivery will be setting basket on front porch, ringing the doorbell and leaving
- Family fun nights will continue – Water Pistol fight last week, chalk drawings at Genesys this week, etc.
- Can drive is still ongoing – Andy Priestap is assisting with that.

### **Roundtable & Announcements:**

- Sarah volunteered to help Jenny with youth events in the future
- Matt suggested that with Krissa's help there may be a way in which to utilize Facebook and leverage some of the things that have been developed "in-house," such as Simon, Zeek, Zeb & Zander as well as our recorded services using snippets from each and posting on FB. Krissa responded favorably. Pastor Biermann also suggested maybe a daily snippet from VBS featuring those events that would be ok to post.
- Jennifer asked about the pre-school and what is being planned. Pastor responded and reviewed what Cindy laid out for the board last month. Pastor did indicate that everything is all tentative and subject to change.
- Pastor reminded us that he was leaving on vacation on Wednesday and will be gone for 2 weeks. Affirmed that Bruce and Pastor Scott would be the go to persons for most of whatever might come up.

Closed with prayer from Pastor Biermann. Meeting adjourned at 7:55pm

Next meeting is August 17, 2020 @ 7:00pm via ZOOM

Respectfully submitted,

Phillip W Whitmer

