

Faith Lutheran Church  
Board of Directors Minutes  
May 18<sup>th</sup>, 2020

**Present: (Zoom)** Pastor Biermann, Bruce Trevithick, Marcia Gauthier, Matt Guinn, John Crawford, Jennifer Hocken, Sam Siegel, Stephany Hall, Scott Hans, Suzanne Perreault, Andy Priestap

**Absent:** Laura Mulligan

Meeting was called to order at 7:03 p.m. with devotion and prayer from Pastor Biermann reflecting on 1 Chronicles 12:32. Pastor reminded us that we need to be alert to our times and pray we have wisdom and insight in what the Lord would have us do, just like the men of Issachar who knew the best course for Israel to take.

**Secretary's Report:** Marcia Gauthier

- Minutes from the April 2020 meeting were presented and reviewed. A motion to approve the minutes was made by John, seconded by Laurie. Motion was passed.

**Pastoral Report/Notes:** Pastor Biermann

- There is very little to note for the April Parochial Report due to COVID-19. There is good participation for online worship services and all Zoom devotion opportunities. The staff is staying very active with ministry.
- Alliance Defending Freedom update – The \$200 membership fee approved last month was a base price. Because FLC's congregation is larger than that of a base size congregation, the cost is an additional \$200. The membership includes free counsel if needed. ADF has already defended 22 cases related to the COVID-19 situation and has won them all. In addition, there have been 2,200 requests in Michigan for guidance and direction during COVID-19 and all requests have been answered. A motion to expend \$400 from FLC's office fund to join Alliance Defending Freedom was made by Scott, seconded by Matt. Motion was passed.

**President's Report:** Bruce Trevithick

- No report

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

- Dave is cleaning and painting. Sam is working with Joel regarding painting the youth lounge.
- Sam patched two holes in the HVAC system that caused a leak in the preschool area.
- Louie Barger has been doing a lot of work in the memorial garden and will try to patch some areas of the parking lot.
- Bruce inquired about savings on heat and lights during the quarantine. Sam noted that both bills are down from 2019 by 10-15% and that the heat is significantly down.
- Laurie asked about doors still being propped open inside the building and if they should be closed for fire safety purposes. Sam explained that most are being propped open at this time for infection control purposes.
- Cable was pulled in the sanctuary to prepare for the installation of two new cameras. Simoni will likely be installing these in the next few weeks.
- The number of hours Brian is working has increased during the pandemic. Emily will be working with him to stay on target and to help spread his workload to volunteers.

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

- Still calculating preschool tuition reimbursement.
- Staff is slowly returning to the office and has a list of guidelines to follow to return safely.

**V. P. Finance & Stewardship:** John Crawford

- Reviewed the April financial report and stated that there is approximately 5.1 months operating cash on hand. This does not include restricted funds. In March there was a total of \$74,000 in giving.
- YTD is favorable to budget by \$2,100.00 and online giving has increased substantially.
- Financial savings are mostly a result of the preschool teachers not being paid during the pandemic. Telephone, water and sewage costs are down also.
- The FLC Endowment fund is up from March.
- Bruce asked if offerings coming in the mail or the chute are being counted. They are being counted, but not weekly.

## **BOARD REPORTS/REQUESTS:**

**Elders:** Matt Guinn

- There is an adequate number of Elders available to schedule the mini Communion worship services.

**Outreach & Evangelism:** Suzanne Perreault

- The 2020 Guatemala trip has officially been cancelled. The Faith Guatemala team is trying to plan for the future by communicating with those in Guatemala to determine their needs.

**Worship:** Laurie Crawford

- Requested that she know well in advance when Communion needs to be prepared for services of any type.

**Communication & Publicity:** Laura Mulligan, absent

- No report
- Pastor Biermann mentioned that Krissa Zander is doing a great job transitioning into this role.

**Congregational Ministry:** Jennifer Hocken

- Vacation Bible School will be virtual this year.

**Social Ministry:** Stephany Hall

- The COVID-19 Relief Program is still available. A letter from Faith and 16 Kroger cards have been distributed as of today. Requests are approved by Pastor Biermann and those who have received assistance can request again the following month.
- The Faith food pantry is still well-stocked. Nobody has used it during the pandemic. Steph has reached out to some people who have used it in the past on a regular basis, and all seem to be doing fine or are receiving goods from a different venue.

**Youth Board:** Andy Priestap

- All youth retreats have been cancelled.
- Activities are being planned for the youth. An "End of Quarantine Bash" may take the place of the "End of School Bash".
- Zoom hangouts are well-attended. The elementary level hangout starts May 20<sup>th</sup> with Adam Green leading the group. Andy described some of the activities occurring during the hangouts.

## **NEW BUSINESS:**

**Pandemic Update** - Pastor explained that he hopes to have more worship opportunities available by the end of the month with tentative plans for mini communion worship (15 minutes) services with 10-25 people in attendance (depending on COVID-19 mandates.) Ten services would be offered between 10:00 a.m. - 3:00 p.m. with each pastor leading 5 of the services. The Board of Elders has approved this plan. Three Elders and the pastors will wear PPE and will refrain from touching surfaces as much as possible. Hand sanitizer will be available. If more want to attend than slots available, more service times will be added. This mini communion service process was rehearsed on May 10th with some staff and board members and their families in attendance. When the new cameras are installed the service can be livestreamed with a small number in attendance.

The LCMS MI-District strongly discourages any public worship until after May 28<sup>th</sup> due to legal ramifications and COVID numbers. ADF recommends the same due to potential social backlash. FLC will stay in tune with what the community is doing and Pastor Biermann is communicating regularly with the mayor, police chief and other leaders. Bruce asked what might happen if we are not allowed to gather as of the May 28, the end date of the latest stay-at-home mandate from Governor Whitmer. Pastor Biermann said there is no clear guide from the District. Local communities are the key and LCMS-MI District President Maier said we need to come together as part of our spiritual life.

A lengthy discussion took place concerning the mini Communion worship service plan and COVID-19 in general. Matt reminded all that this is a way to be present at the Lord's altar. This is not a social gathering plan. Pastor continued to explain why we are following Governor Whitmer's mandates. He also assured the board that both he and Pastor Scott and the Elders would take all precautions. Scott asked Pastor Biermann if he has a feeling about how big the pent-up feeling is to return to service or are the mini services needed to get regular services started again? Pastor said he has heard all opinions and the earlier idea of drive-thru Communion would be too exhausting and not welcome as many.

A motion to allow Pastor Biermann, Matt Guinn (Chairman of Board of Elders) and Bruce Trevithick (Congregational President) to provide oversight and take responsibility to create the mini communion worship service, and to adjust the plan as circumstances deem necessary was made by Matt, seconded by Scott. Motion was passed.

Bruce reported that he talked to Christie Hansard, Parish Nurse, regarding non-worship related activities starting again in the building (blood drives, bridal showers, AA, etc.). Sam recommended that this not occur until we are at 50% of worship capacity. However, if there is a dire need for blood, we may have the blood drive to help our community and save lives.

**ROUNDTABLE:**

**ANNOUNCEMENTS:**

Closed with prayer from Pastor Biermann. Meeting adjourned at 8:23 p.m.  
Next meeting is 6/15/2020 at 7:00 p.m. in the library/or via ZOOM.

Respectfully submitted,

Marcia Gauthier, Secretary