

Faith Lutheran Church  
Board of Directors Minutes  
December 21, 2020

**Present: (Zoom)** Pastor Biermann, Bruce Trevithick, Sam Siegel, Ken Duetsch, Matt Guinn, Heather Vance, Sarah Palmer, Krissa Zander, Marcy Montez, Jenny Mervyn, Laurie Crawford, Phillip Whitmer

**Absent:** Scott Hans

**Guests:** Chris Vanlandeghem

Meeting was called to order at 7:03pm with devotion and prayer led by Pastor Biermann. Talked about the challenge that it has been with getting people into worship and the long term impact that it can have on the Church. The longer that people stay away and develop habits, the harder it is going to be to change those habits. Pastor read a short passage written by his brother Joel that in essence states that the way that a person worships will shape the way that person believes. We need to guard against our faith sliding away. God created the world in six days and on the seventh day he rested, designing creation to develop the habit of focusing on Him at least once a week. Pastor stated that during this pandemic people are not taking the time to worship and focus on God and developing the habit of maybe once a month is ok. We need to fight against this and get the membership to stay in touch. Ways in which to do this would be through the upcoming Bible reading journey and attending the Bible study hour. There is power in the presence of the Lord and power in the word of the Lord. To illustrate this point the pastor quoted from Hebrews chapter 4, verse 12, *“For the word of God is living and active, sharper than any two-edged sword, piercing to the division of soul and of spirit, of joints and of marrow, and discerning the thoughts and intentions of the heart.”*

**Secretary’s Report:** Phillip Whitmer

- Minutes from the November 16<sup>th</sup> meeting were presented and reviewed. Laurie Crawford made the motion to accept. Supported by Pastor Biermann and the motion was passed.

**Pastoral Report/Notes:** Pastor Biermann

- Parochial report had been distributed in advance. Not too much has changed. A few new people joining the membership as well as some deaths occurring within the membership of the church. Not necessarily related to Covid 19. Most recently, the death of Barb Liske, who succumbed to pneumonia after experiencing other long term issues.
- January 23<sup>rd</sup> Forum – requested that Board members please have their reports to Alicen no later than the 8<sup>th</sup> of January. Bring any topics that the Board member wants addressed to Bruce’s attention as well.
- Will be on vacation starting January 4<sup>th</sup>. Attending Hannah’s installation as the “family life director” at a church in Springfield Missouri. Pastor will be preaching at her installation on January 10<sup>th</sup>. Pastor plans on returning by January 12<sup>th</sup>.

- Please keep in our prayers Marge Taylor. Transition from her responsibilities to Alicen continues to move forward made even more imperative as Marge was just recently diagnosed with cancer and had surgery just today to address.

**President's Report: Bruce Trevithick**

- Received from the district an email asking for approvals to delay the District and Synod conventions for one year. All those currently serving would continue with their respective duties during that interim. Current nominations would not necessarily be needed but Pastor is suggesting that we as a congregation follow through at the annual voters meeting and place into nomination those that the congregation approves. Reason for this is that there is no certainty that the proposal to delay will be accepted until February 15<sup>th</sup>. Congregation to vote on the delay request at the annual meeting. Laurie asked how the annual meeting is going to be held – Bruce replied that that has not yet been determined.
- Bank account names/authorizations to be changed at Huntington handout was provided in advance of the board meeting. Bruce addressed this and stated that in order for this to happen the bank does need to see that the proposed changes were addressed and approved at a meeting of the board. Accounts addressed:
  - 04388723490
    - Margaret Taylor to remain on account until February 2021
    - John Crawford to be removed as account signer
    - Alicen Dub to be added as an account signer
    - Ken Duetsch to be added as an account signer
    - Bruce Trevithick to be added as an account signer
  - 01388306441
    - Margaret Taylor to remain on account until February 2021
    - John Crawford to be removed as account signer
    - Phillip Whitmer to be removed as account signer
    - Ken Duetsch to be added as an account signer
    - Alicen Dub to be added as an account signer
    - Bruce Trevithick to be added as an account signer
  - 0138508906
    - Margaret Taylor to remain on account until February 2021
    - John Crawford to be removed as account signer
    - Phillip Whitmer to be removed as account signer
    - Ken Duetsch to be added as an account signer
    - Alicen Dub to be added as an account signer
    - Bruce Trevithick to be added as an account signer
  - 01382834964
    - Margaret Taylor to remain on account until February 2021
    - Ken Duetsch to be added as an account signer
    - Alicen Dub to be added as an account signer
    - Bruce Trevithick to be added as an account signer

Motion to accept these changes was made by Phil, supported by Ken and approved.

- Covid Update as related to worship services. Executive committee met and approved that attendance at the live worship services would now be recorded with our red sign-in booklets. Procedures for doing so were discussed and it will be implemented with the first services offered in 2021. Sign up genius will not be used once implemented. Capacity concerns will be addressed should they occur. Heins Hall would provide additional space if needed. This includes the Christmas Eve services.

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

- Bill coming for approximately \$12,000 before end of year. This for roof top HVAC unit maintenance. This addresses about 5 units.
- Roof repair was completed. Charge was just over \$600, which included shingle replacement over the sanctuary and 40 feet of other roof repair, a substantial amount less than the original proposal.

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

- Scott not able to attend. Chris Vanlandeghem sitting in as he will officially assume Scott's duties in January.
- Bruce referred to the letter of resignation received from Doc & Marge Taylor. Letter is dated November 18, 2020 and outlines the process they will follow in closing their business. Letter was provided to the board as an attachment in an email.

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

- Reviewed current finances comparing actual to budget. Plans to make a change to this report for next year and include the Preschool. Church remains in good financial shape. Cash on hand remains fairly stable. Financials were provided to the board in advance of the meeting. Current format to change as we transition to Quickbooks.
- Proposed budget for 2021-22 was provided in advance for the Board's review. Ken reviewed the major line items with the board and entertained clarifying questions. Bruce also mentioned that salaries for the most part would remain at their current levels for next year. Exception to this would be Alicen Dub's salary would be increased to reflect her additional responsibilities.
  - Motion made by Sam to forward the proposed budget, as presented, to the congregation for their review and vote at the annual voters' meeting. Motion was supported by Matthew and approved.
- Executive committee proposes a one-time payment to Pastor Scott of \$1,000. This is in lieu of him receiving a like amount to an HSA account which was previously approved for the other called staff. Pastor and Ken provided points of justification and explanation. Motion to approve as presented was made by Matthew, supported by Sarah and was approved.

## **Board Reports & Requests:**

### **Youth Board:** Jenny Mervyn

- Had their zoom Christmas party this past Friday. 50 kids participated and in her opinion and her board's it was a huge success. The parents let her know with numerous emails that the children enjoyed it and had fun. She stated that it was a way for the kids to learn about others that they didn't know all that well.
- Every 5-6 weeks a trivia night will be conducted.

### **Elders:** Matt Guinn

- At their December meeting they worked on the Faith Bible Reading Journey plans and coordination. Feels they have a good group to facilitate the Facebook page and the group page with both pastors leading that.
- Also at their meeting they discussed potentially bringing back acolytes. Will see what parents have to say and the kind of involvement during the services that could occur.
- Sam asked how the drive-through Communion is going. Pastor responded that there were 42 the prior week and 41 this current week. Low to mid-forties is average.

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

- Has been a relatively quiet month for her. Working on getting Christmas cards out to members that she has reached out to before but at this point feels it will be more of an in between card following Christmas and before New Years.
- In anticipation of a smaller budget for next year she has held back some gifts from this year that she can then use next year.

### **Worship:** Laurie Crawford

- Altar Guild will do the setup for Christmas Eve the day before. All those working with the Guild participate on this occasion. Laurie talked about how she feels how important it is to gather as a group and build a bond and she is very appreciative of having the privilege to do so.
  - Pastor reaffirmed that a setup of 400 for Christmas Eve should be sufficient.
- New member to the Church is working with Laurie and the Guild.
- Expressed her appreciation for Marcia (office assistant) with respect to the buying and placing of the poinsettias for Christmas

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

- Postcards, as discussed in prior meeting, were sent out just before Thanksgiving
- Christmas Eve Services, Christmas Service and the Wednesday evening Advent service were posted on Facebook. A lot of new names have responded
- We were a sponsor for the Grand Blanc Township's Bicentennial Drive-Through Lights. She got the impression that volunteers were going to be needed and she asked them and they said yes. She was able to get around 12 people to help out over the three nights. She was there for the first night and she says it was crazy busy. Sarah said it seemed like they got better control of the traffic after that. Laurie asked what our part was in this. Krissa explained that the format had to change from prior years because of the pandemic and so the city had to buy all the lights that were put in place. Had a lot of community businesses step up but needed more help and Faith Lutheran stepped up and participated.

### **Congregational Ministry: Heather Vance**

- Bought 50 'porch pot kits'. 36 of these were sold to members, the other 14 were distributed to the Grand Blanc fire department and police department (7 each). Pastor assisted with those contacts/names. Each kit that was shared included a devotional book.

### **Social Ministry: Marcy Montez**

- 14 gift cards were distributed in November to persons that were referred by members of the church.
- Angel Tree ended with a 100% participation. Marcy put an Amazon shopping list together and majority of the members did purchase gifts from there. A few gifts remained but a generous cash donation from another member allowed for the remaining gifts to be purchased. 10 families and 28 children benefitted from the Angel Tree.
- Have 14 families that will be receiving a gift card for Christmas.
- Received a thank you card from the Duve family for the Church's help and Marcy's during their time of dealing with Covid 19. They received a Kroger gift card and Marcy did some grocery shopping for them
- Our turn to serve tomorrow (December 22<sup>nd</sup>) at Franklin Avenue Mission. Marcy will get Krissa a schedule so that Krissa can post dates on Facebook.

### **Roundtable & Announcements:**

No other issues were presented

Closed with prayer from Pastor Biermann. Pastor prayed for each of us by name.

Meeting adjourned at 8:26pm

Next meeting is January 18, 2021 @ 7:00pm via ZOOM

Respectfully submitted,

Phillip W Whitmer