

**Lutheran Church of the Cross**  
**“Making Jesus Known by Sharing Our Gifts”**  
**Council Meeting**  
**June 16, 2021**

**Call to Order**

President Mike Geiermann called the meeting to order at 6:41 p.m.

**In Attendance:** Pastor Lisa Ahlness, Deacon Janie Hague, Mike Geiermann, Cherie Krueger, Kylie Blanchard, Ron Borth, Kari Harris, Krisi Kunz (virtual), Art Wheeler, and Connie Werner.

**Absent:** Mark Kunze

**Devotions**

Pastor Lisa led the Council in prayer.

**Approval of Prior Minutes**

No changes to the submitted May meeting minutes.

Cherie motioned/Kari second/Approved

**Treasurer’s Report**

All bills and statements as of May 31 have been paid, and all May bank statements have been reconciled and registries are correct. Total income for May was \$36,532.50, which includes charitable gifts of a little more than \$10,000. Art thanked the generous members of LCC for their contributions. The total income exceeded the operating budget by \$4,678. The May expenses were \$26,801.68. This total indicates a net gain of \$9,730.82 for the month. The expenses continue to be in line or below the adopted budget. For January – May 2021, expenses are \$16,398 below the adopted budget.

Contributions to the Western North Dakota Synod for May were \$1,682. LCC has contributed \$7,734 to the Synod in the first five months of 2021. Most of the remaining balance of the PPP Loan was used in May. The remaining \$1,255.64 was used for the June 15 payroll. The total PPP Loan balance was used for payroll. Art noted the Forgiveness Application has been completed and submitted, but the bank noted the SBA is behind and it may take a while to receive forgiveness confirmation.

A total of \$40,000 in Promissory Notes have been redeemed in June.

Kylie motioned to accept the Treasurer’s Report/Ron seconded/Approved.

**Pastor’s Report**

Pastor Lisa noted several individuals have been attending services and are interested in joining as members of LCC. She noted she will likely hold new member classes and recognize new members in the summer and fall to accommodate all schedules.

The Western North Dakota Synod Assembly was held in Minot on June 4 and 5. Pastor Lisa said she attended in person, and it was wonderful to be back together with fellow synod members. In addition, approximately 70 people attended virtually. There were no resolutions to vote on this year and the assembly approved the budget and rostered leaders’ salary guidelines. Synod Assembly reports are available on the table in the narthex.

Members of LCC attended the Larks baseball game on June 10 in support of Camp of the Cross night.

The Wired Word Bible Study has started again, and Pastor Lisa said a small group is meeting on Fridays. She is also attending weekly text study and monthly conference check-ins.

Pastor Lisa attended the Camp of the Cross Board meeting on June 17. All of the row cabins have now been completely redone and are handicap accessible. The new building is also completed. Camp of the Cross holds "Summer Sunday Worship" and Pastor Lisa invited LCC members to come up to the camp on Sunday, July 25, when Deacon Janie will be at the camp for the week as Chaplin. A meal is also held after Summer Sunday Worship services, and she noted the Council could consider sponsoring the meal that Sunday at a donation of \$500.

### **Director of Discipleship Report**

Deacon Janie recently returned from two weeks of vacation. Vacation Bible School was held June 6-9 from 6-7 p.m. A total of 20 kids from LCC and UCC participated in VBS. She noted there were many positive comments from parents about the hour-long sessions.

The Youth Service was held on May 9 and Graduation Service was held on Sunday, May 16, and Wednesday, May 19. Deacon Janie thanked the LCC Quilters for the beautiful quilts they provided the graduates, despite not meeting over the past year.

Camp of the Cross night at the Larks baseball game was a great turn out. Deacon Janie will be Camp Chaplin at Camp of the Cross from July 25 – 30. She said she may also return to the camp during the week of Aug. 1-6, as LCC youth will also be at the camp at that time.

The Education Team is holding a two-hour planning meeting on Monday, June 14. There are many youth events planned in July, including bowling, Raging Rivers, movie night and ice cream social. The Education Team also plans to start a calling tree to tell church members about the upcoming events.

Deacon Janie has reserved five spots at Fort Lincoln State Park for an LCC Camping Weekend on Aug. 20-22. Those interested can sign up in the church narthex. The cost is \$55.80 for camping and \$14 for a park pass. Deacon Janie also attended the WND Synod Assembly via Zoom.

### **Old Business**

#### **Special Assessments**

President Mike continues to review the information provided by the city regarding the church's obligation to pay special assessments. He noted it is complex and the special assessments will likely be pushed through. The church will incur between \$10,000-\$14,000 in special assessments to be paid over three years for a project slated in 2023. He said he will continue to research this issue and make sure the church, as a non-profit, is obligated to pay the assessments or whether they fall under the category of a "tax," in which the church would be exempt.

#### **Fellowship Time/Sunday Needs**

Cherie noted she emailed a list of past dishwashing volunteers but has not heard back from many. She noted she will put a sign-up sheet on the table for dishwashers. Art has been taking on the task each week.

Art noted the Council also needs to start thinking about finding an individual to open the church on Sunday mornings. Jeff Thomas has been opening the church for many years but has indicated he is ready for someone to take over. Art noted this position may need to be budgeted in the future.

There is also a need for projectionists for services as well, and Art noted there are now very few individuals available to cover this position. It was noted the confirmation kids and parents could possibly be trained in this position, as well as dishwashing, and be included in the rotation as part of their service hours.

### **Carpet Cleaning**

Connie received bids from four carpet cleaning services to clean the main high-traffic areas in the church. The bids were as follows: Arrow Service Team - \$648.06; Dyna-Clean - \$700; Above & Beyond Steam Cleaning - \$911.98; and Advanced Cleaning and Restoration - \$461.62. LCC volunteers will move chairs and tables prior to and after the carpet cleaning, and the cost will be covered from funds in the Old Building Fund. Ron moved to accept the bid from Advanced Cleaning and Restoration/Kari second/Approved.

Connie also noted an annual required fire alarm system check will be conducted at a cost of \$450. This is conducted annually as part of the Merry-Go-Round preschool licensing requirements and building use.

### **Copier Lease**

Connie noted the lease for the current copier through Fireside Office Products is done on Dec. 31. The cost to buy the current copier at the end of the lease is \$2,345 with the \$130/month maintenance contract continuing. The cost of a new copier in the new year is \$9,470. To replace the current copier with the next model on a lease would be \$366/month for a 36-month lease (approx. total: \$13,000); \$320/month for a 48-month lease (approx. total: \$15,000); and \$279/month for a 60-month lease (approx. total: \$17,000). The current lease is \$170/month for a 60-month lease.

Connie said she likes the current copy machine and is happy with its features. She would also like to continue to work with Fireside Office Products and will ask a Fireside representative to attend the next meeting to answer questions on the available copy machine options. The Council tabled the decision until the July meeting.

### **Membership Letter**

Pastor Lisa and Kylie worked together to draft a letter to go out to church members that have not reviewed/updated their contact information and membership status, as part of the Council's annual membership review process. The Council reviewed the letter. Kari motioned to send the letter to those church members that have not reviewed/updated their contact information and membership status/Kylie second/approved.

### **Parking Lot Estimate**

Krisi received a parking lot repair estimate from Jon Hanson, Building and Grounds Committee. This estimate was provided to the committee prior to the COVID-19 shutdown and Jon noted the company was still willing to honor the estimated price of \$10,425. Jon had also given them a timeline of June and the company was able to do the repairs at that time. The estimate includes patchwork, sealing cracks, surface covering and re-striping. This should have been done in 2018/2019 and got further delayed in 2020.

Art noted he also visited with Jon, and he thought the council should move forward with the repairs and the cost could be covered with funding available in reserve in the Old Building Fund. Ron made a motion to authorize Jon Hanson to accept the parking lot repair bid from Zimmerman's Contracting and to use funds from the Old Building Fund to cover the expense/ Cherie second/Approved.

### **Staff Evaluations**

President Mike noted he wants to move forward with setting up a process for annual employee evaluations. The Council Executive Committee is also the Personnel Committee, which is charged with annual evaluations.

Deacon Janie noted the evaluation process could also include Pastor Lisa and a member of a committee the staff member works with during the year. She noted a self-evaluation could also be provided to each staff member to discuss during their evaluation.

Kari inquired if job descriptions were available for use as part of the evaluation process. The consensus was that job descriptions have not been updated for some time, but both Pastor Lisa and Deacon Janie have their job duties outlined in their Letters of Call as reference.

President Mike noted he and Pastor Lisa would meet prior to the next meeting to develop a possible staff evaluation process. The topic was tabled by the Council until the July meeting.

### **Additional Discussion**

#### **Viewing Windows in Doors**

Pastor Lisa noted there are a few doors to Sunday School Classrooms/Youth Rooms that do not have viewing windows. She said this is a change the Council should consider making for the safety of those using the room. Kylie noted she will reach out to a window and door company to get an idea of cost of adding viewing windows or replacing the doors before the Council discusses this project further.

#### **Nominating Committee**

The Endowment Committee is short members and Pastor Lisa would like to activate the Nominating Committee to find individuals to fill those positions. She noted the Nominating Committee also includes two Council Members and asked for volunteers to fill those spots on the Nominating Committee as well.

#### **Sponsorship of Sunday Summer Worship at Camp of the Cross**

The meal following the July 25 Sunday Summer Worship at Camp of the Cross is still open for a \$500 sponsorship. This is the week Deacon Janie will be at camp as Chaplin and LCC members are encouraged to attend. There is still money available in the Camp of the Cross budgeted line item to provide the meal sponsorship. Kylie motioned to spend \$500 out of the Camp of the Cross line item to sponsor the July 25 Sunday Summer Worship meal at Camp of the Cross/Ron second/Approved.

#### **Worship and Music – Accompanist**

Robin Johnson has been serving as full-time worship coordinator and musician but would like to have another accompanist available so she can take a Sunday off if needed. While some music can be modified for the guitar accompanists, another pianist will be needed at the church. Robin noted in the June Worship and Music Committee meeting she would like to hold an audition process. It was suggested the church reach out to local college music programs, piano teachers and schools for leads on accompanists.

Currently, the church pays \$50 per service for pianists and provides no compensation for rehearsals. Art noted this has been the pay provided for the past 10 years. This may also have to be reevaluated prior to advertising an accompanist position. Pastor Lisa noted she will reach out to other churches to see what they pay their accompanists. The Council decided to table to topic until the July meeting and invite Robin to attend the meeting to join in the discussion.

#### **Generosity Team Portfolio Update**

Kari updated the Council on committees/activities under the Generosity Team Portfolio. She noted volunteers from LCC served the Banquet meal on June 12. The Quilters are also looking to begin meeting again in the fall.

#### **Next Meeting**

The July meeting will be held in conjunction with the summer Wednesday BBQ and Worship on July 14. The meeting will be held at approximately 6:30 p.m. following worship.

#### **Adjournment**

The meeting was adjourned at 8:35 p.m.