

Meeting Agenda Peace Lutheran Leadership Council

Tuesday, July 14, 2020 at 6:00 PM

Present: Doug Price, Shannon Hofer, ElizaBeth McCay, Jon Williams, Jennie Carter, Russ Strait, Crystal Pariseau, Elizabeth Stevens, Pastor Chris Wulff, Chris Engel, Sue Mueller.

Devotions – Chris Engel. Member Check-in.

Voices of the Congregation: none

1. June Meeting Minutes: minutes from our regular and special meetings from June were approved.

2. Pastor and Staff Updates:

A. Pastor Chris sent a written report and highlighted:

- ❖ Outdoor worship services have been going well with an increase in the number of service volunteers. People attending reported feeling comfortable and safe. If the governor moves Virginia back to phase 2, we are still within those parameters. Online services continue via Facebook.
- ❖ We need to discuss how we will allow the groups that use our church building to resume meeting. It was decided that **Pastor Chris and Russ** will meet with leaders from Seventh Day Adventist Church and the two AA groups to determine their interest in meeting. We will then decide on criteria for them, but they should be held to the same safety standards that we follow.
- ❖ Pastor Chris requested a conversation with council about defining her roles and responsibilities at Peace. We will discuss and work toward formalizing a document to that end.
- ❖ Urgent infrastructure needs:

1. Carla's computer is too old to update. It was suggested that the pastor's newer desktop computer be moved to Carla's position, and a new laptop be purchased for Pastor Chris. This would allow her to use her computer at home. **Pastor Chris** will think about what she may need, investigate options and costs, and report to council.

2. Teresa brought up that we may need a second Zoom account since many groups are using our account to meet, and there are starting to be conflicts. We agreed to observe this month to see how many conflicts there are, and we will discuss at our next meeting.

3. Our phone system is 30 years old, the voice mail does not work, and we cannot access the system. The system was replaced in 2014, and the person who set it up is inaccessible. We agreed that we need to look into this. Council asked if Teresa could try to contact the person who set it up or research options.

B. Jennie:

- ❖ Hungry Hearts No More backpack food program is going strong with faithful servants in our congregation and some neighborhood support, including a food drive. We are serving 20 families now.
- ❖ Jennie will meet online with the youth who were supposed to be confirmed this year and decide what they would all like to do about confirmation.

3. Committee Reports:

- ❖ Endowment Fund Board sent their semi-annual report to council. The current balance is \$5,217.20. As per bylaws, they distributed 10% of 2019 earnings to the Hungry Hearts No More food program. The board is in need of two new members, one seat vacant and one term expiring.
- ❖ Property Committee: John Voight and Clark Yarbrough are active members, and Clark agreed to be chairperson. They could use more members. Thanks to John and Clark for all they do for Peace.
- ❖ Personnel Committee: ElizaBeth McCay reported that Terri Voight's term has expired, and this position needs to be filled. Members are appointed by council, but we will look to **ElizaBeth and Pastor Chris** for nominations.

4. Finance:

Chris Engel, treasurer, reported that June income was a little low at \$22,400 (budgeted need \$25,000 per month). Since our expenses were also low for June, our net for the month was -\$1,600.

Chris is applying for forgiveness for our PPP loan since the initial 8 week period is elapsing. He is confident that we followed the requirements for forgiveness.

Designated funds are at \$44,000. The Salvation Army account is now closed; the check to close the account was sent to the Salvation Army for their food ministry.

The application for direct deposit for staff payroll is in progress. It will cost about \$30 per month in fees.

We had a 3 month "vacation" from paying the principle of our mortgage (thanks to COVID-19). We will start paying in full again soon. Mortgage rates are low now, and we may want to check again about refinancing. Chris checked about six months ago, and it was not worth refinancing.

5. Website:

Crystal has been doing a lot of research on options for our new website. Kim, who holds the website now, will continue to hold and pay for our website until October, but then we need to take it over. Crystal looked into free options, but they will not provide the quality we need. Crystal found a web designer who is comprehensive and reasonable with rates. It would take 4-6 weeks. We would need to synthesize the information we want on the site. Costs were discussed.

A motion was made to move forward and contract with Vertical Path Creative for a branding and website package with an initial first year cost of approximately \$3200, with an annual ongoing fee of \$220 to maintain the website. The motion carried unanimously.

Crystal, Pastor Chris, Jon Williams and Elizabeth Stevens will work as a team on the website project. They will work with Teresa and ask Angela Yarbrough to help.

6. Church Signage :

In an effort to add roadside visibility and interest, we have been looking into updating our sign. The county codes do not allow us to wrap the sign as we had hoped. We can put an additional

sign up for ten days at a time, two times per year, at a permit cost of \$15-20 each. We could still put up the vinyl sign we previously discussed for ten days then move it down the road toward the stop sign and leave it there.

7. Designated Account for Southwest Virginia

Elizabeth spoke to Katy and the SW VA team, and funds in the account were sent to the Binns County Community Center.

8. Planning for the Delayed Annual Meeting

A survey was sent to ministry leaders and the answers to the questions will be used for the annual report. We discussed options for holding the annual meeting. We need 30 members for a quorum. **Doug** will check with the synod to see if there are guidelines for holding an alternative meeting either in the parking lot or via Zoom.

9. Continuation of Ministry during the Pandemic

Pastor Chris will be on vacation the first two weeks of August, and Pastor Sandy Wisco will cover 8/2 and 8/9 outdoor services. We may record this to view at 10am - the Worship and Music team will take care of this.

Council went into Executive Session for discussion then adjourned and closed with prayer

Next meetings: July 28, 2020 – special meeting about pandemic planning

August 11, 2020 – regular meeting: Shannon Hofer devotion