

Good Shepherd Lutheran Church

Church Council Meeting Minutes
Tuesday, May 10, 2022 – 7 PM Fellowship Hall

CALL MEETING TO ORDER

The regular meeting of the Good Shepherd Lutheran Church (GSLC) Council was called to order at 7:04 PM on May 10, 2022, by Kristi Buchholz, Council President.

Present: Pastor Jeremy Serrano, Candace Bradley, Kristi Buchholz, Scott Etzel, Mike Henry, Renee Reis

Absent: Sue Hertless, Laura Mott

DEVOTIONS AND OPENING PRAYER – Pastor Jeremy

RECOGNITIONS

- Scott Etzel recognized Dana Deniston and the Friends Feeding Friends (FFF) volunteers for their ongoing service to the community with FFF programs distributing food, clothing, and furnishings to those in need.
- Mike Henry recognized Tony Rogelstad for providing the new floor registers in the Fellowship Hall.
- Mike Henry recognized and thanks all those who continue to take time to clean up the campus when needed.
- Pastor Jeremy recognized and thanks Mike Henry for replacing the floor registers in the Fellowship Hall, and for replacing the water heater in the parsonage.
- Pastor Jeremy recognized and thanks Sue Hertless and those she recruited to help with Jack Mecklenburg's memorial brunch.
- Sue Hertless recognized and thanks the following people who played a role in making the Jack Mecklenburg memorial and reception a celebration that the family will remember: Pastor Jeremy, Kristi Buchholz, Susan Metzger, Marcia Sander, Betty Jacobsen, Jamie Rodemsky, Alan Lester, Vicki Smiglewski, Candace Bradley, Richard Hertless, Elsie Witt, Renee Reis, Kathy Reis, Ione Bantly, Teresa Blouin, Nancy Judge, Ron and Mary Figueroa, Jon Moss.
- Candace Bradley recognized and thanks Linda Rodemsky and Jamie Rodemsky for mowing the campus grass.

CORRESPONDENCE

We received a thank-you note from Delores Loague, from Concord United Methodist Church, thanking Sue Hertless and all those people from Good Shepherd who helped with Winter Nights in March.

OLD BUSINESS

○ Approval of Minutes

MOTION made by Kristi Buchholz to accept the April 26, 2022 Council Minutes; seconded by Renee Reis; motion passed.

NEW BUSINESS

Pastor's Report

- Pastor Jeremy talked about his annual review, and suggested we do annual reviews from June to June, and that we talk about goals when he gets back from sabbatical. For this year, the review will be in September, when Pastor is back. Pastor Jeremy shared a draft pastoral annual review he suggested Council use, and asked if Candace would type up procedures for this document. Scott asked where would we capture growth on an annual review. Pastor said we need to grow, and work on items such as outreach, that will help us grow.
- Pastor said if you remove "Lutheran" on our sign on Clayton Road, growth statistics show growth will increase by 10 percent. Scott asked is the church growth the responsibility of both Council and Pastor? Pastor said Council should own that. Scott asked where does the buck stop for the church losing members? Pastor said we have been shrinking in numbers for 30 years. Scott asked if we are focusing on the wrong thing and failing the church. Pastor said we can have a goal for the church, but it has to be buttressed by the Council. Kristi said maybe in September, after Pastor's sabbatical, we should set another retreat date to discuss goal setting. Scott suggested Council discuss goal setting this summer, while Pastor is away on sabbatical. We will add goal setting to a summertime council agenda.
- Scott said he believes the pastoral evaluation form Pastor shared is just one part of a three-part process. Scott said we can ask the congregation what they think of how the Pastor, Council, and congregation performed the previous year.

Pastor will put the form on the Google drive, and Candace will write procedures and work on a draft form.

- Pastor Jeremy asked if he is working on his going-away lunch himself or is Council planning it? Scott said he would take the lead and plan the BBQ lunch, with Council's help. Pastor will plan the liturgy portion of the service. Pastor said we are bringing Teresa Blouin in as a member this Sunday, so he needs at least one Council member in this part of the service.

President's Report

- Kristi reported that a member thanked her for Council planning to fly the LBGTQ flag for Gay Pride month. Discussion on whether we will fly the flag year-round or just for that month. Kristi said parents of LBGTQ children are looking for support through churches. Mike said that while he supports the outreach to the LBGTQ community, he cautions that we do not necessarily move toward rebranding the church. Pastor Jeremy would like to change the Christian flag inside the sanctuary to the LBGTQ flag, so that would be a subtle sign. Pastor will put up the sanctuary flag as soon as we get it, and the flag on the pole outside on May 29, his last day before sabbatical. Pastor said anyone from Good Shepherd who would like to help with the Gay Pride parade can help make signs for our church.

- **Council Makeup**

Kristi said we need to confirm if Laura can remain on Council as bookkeeper. Pastor said the Treasurer should not be the bookkeeper and sit on Council. Kristi asked if Laura can remain bookkeeper and Finance Chair. Pastor said lay staff should be excluded from Council. Kristi said now that Laura is the bookkeeper, Laura should not be the Treasurer or sit on Council. The Finance Chair should also be Treasurer and have first eyes on all bank statements when they come in, and look them over. Pastor said we should pass a resolution saying this. Maybe Marcia Sander or Gordon Monroe would be Finance Chair. Pastor said we would need to submit a resolution in writing to the Council at least 60 days before a special congregational meeting. All revisions to the Constitution or Bylaws would need a special meeting in September. Pastor said the Treasurer is an appointed position, not elected. Laura could still have a vote as Finance Chair. Pastor said we have to write down the amendments to the Bylaws and send them out 30 days in advance, that Council has 30 days to inform the congregation. We should announce it at services and include in the e-blast. Kristi asked if we should look towards October 2 for this special congregational meeting.

- **Job Jar for Action Items**

Scott suggests using a "job jar," wherein members would pick out an action item from this jar and help with chores on our campus. Scott said Pastor Jeremy has a process that he is happy with, so we should try that. Scott decided we will use a board of action items instead of the job jar. Scott will work with Council to come up with some safe jobs, and we can post this board in the narthex.

Committee Reports

*Please see the individual committee reports; if any questions, see Council Secretary.
Some additional discussion occurred on the following topics:*

Evangelism – Sue Hertless

- Sue reported Pastor Jeremy will bless the stoles being taken to El Salvador on May 29.
- Sue reported a luncheon is planned for Pastor Christian Chavarria June 5.

Property and Long-Range Planning – Mike Henry

- Mike reported he was hoping to have a second sample of the sign on Clayton Road – if he gets the sample by the end of the week, he will forward to Council to compare with the first sample.
- Mike reported the motor for the heater in the sanctuary is delayed again due to the supply chain.
- Pastor Jeremy suggested the AC in the sanctuary be checked before this summer.

ADJOURNMENT

MOTION made by Candace Bradley to adjourn; seconded by Kristi Buchholz; motion passed, and meeting was adjourned at 8:44 PM.

Date of next regular Council meeting – June 14, 2022, 7 PM.

Minutes respectfully submitted by,

Candace Bradley, Council Secretary
Good Shepherd Lutheran Church

Continuing Agenda Items/Action Items:

- **Action Item:** We will add goal setting to a summertime council agenda.
- **Continuing Agenda Item:** Research to see if Council members can be on the Executive Committee and the Mutual Ministry Committee concurrently. We will investigate and revisit next month.
- **Continuing Agenda Item:** Pastoral Evaluation - Pastor will put the form on the Google drive, and Candace will write procedures and work on a draft form.
- **Continuing Agenda Item:** Council's Monthly Calendar (Candace). Pastor will send Candace the Google calendar for Council's use.



Date: May 10, 2022

Team: Word & Sacrament

Name: Rev. Serrano

SPECIAL RECOGNITIONS:

Mike Henry: Replacing the vent covers in the Fellowship Hall. Replacing the water heater in the parsonage.

Sue Hertless and those she recruited: Jack's Memorial brunch.

PAST EVENTS/ ACCOMPLISHMENTS:

1. Gave Dana 5 keys to the new FFF distribution room
2. We have stopped using the Communion MRE's and are now doing intinction with wine and bread/wafers.

UPCOMING EVENTS/GOALS:

1. Plan the Sabbatical worship concerning the gratitude project.
2. Plan the Farewell Brunch on May 29th.
3. Work with Pastor Brandon on Pastoral hand-off.
4. Find a temporary (or permanent) Office Administrator.
5. Have Book Keeper and Council President sign new Employment agreement.

LONG TERM GOALS: [Events or goals that extend beyond 2 months. Include dates.]

1. I am currently creating a 2 part curriculum for after the fall both based on A Church Called Tov. The first is for individuals to complete while read the book. They are basically worksheets. The second is a series of lessons based on the book, but go much more in depth on the topics from the book. For example, the book is really good at talking about how we need Empathy, but it doesn't really go into what it is or how we can develop it.
2. Clean out the Fireside room to make it usable space.

CONCERNS: [Any concerns for the upcoming months]

1. I am concerned about the A/C unit in the church for the summer while I am gone on Sabbatical. I hope the property committee will prioritize making sure it works.

OTHER COMMENTS: [Any other comments]

Important Dates:

May 13, 2020: Laura's last day as Office Administrator.

May 29, 2020: Install Pastor Brandon as the sabbatical Pastor. Farewell luncheon for Rev.

June 1-4, 2020: Synod Assembly

June 5- August 29th: Pastor's Sabbatical.

September 4, 2020: Rev's first Sunday back from Sabbatical. Bishop Rohr will be preaching. Return Luncheon.



Date: May 10, 2022

Team: Evangelism

Name: Sue Hertless

SPECIAL RECOGNITIONS: The following people played a role in making the Jack Mecklenburg memorial and reception a celebration that the family will remember. Thanks to Pastor Jeremy, Kristi Buchholz, Susan Metzger, Marcia Sander, Betty Jacobsen, Jamie Rodemsky, Alan Lester, Vicki Smiglewski, Candace Bradley, Richard Hertless, Elsie Whitt, Renee and Kathy Reis, Ione Bantly, Theresa Blouin, Nancy Judge, Ron and Mary Figueroa, John Moss

PAST EVENTS/ ACCOMPLISHMENTS: The Mecklenburg Family, friends, and congregational members talked about the lovely service and reception, All seemed pleased.

UPCOMING EVENTS/GOALS: May 29th Blessing of the stoles going to El Salvador
June 5 Luncheon for Pastor Christian Chavarria

LONG TERM GOALS: Trip to El Salvador scheduled for August 24th through September 7th.

CONCERNS:

OTHER COMMENTS:

COUNCIL ACTION ITEMS:



Date: 05/10/22

Team: Property

Name: Mike Henry

SPECIAL RECOGNITIONS:

Tony Rogelstad for providing the new floor registers in Fellowship Hall.
All those who continue to take time to clean up the campus when needed.

PAST EVENTS/ ACCOMPLISHMENTS:

Confirmed with Mortenson Roofing that late July early August date is being scheduled for the re-roof of FH / Classrooms.

Kitchen plans still in second round of review/approval by CCEH. A new problem concerning the flooring has come up and property is working through this and providing an addendum to the plans that will show the detail the CCEH plan checker is asking to see. It is expected that this addendum prevent an entire (3rd) submittal package from having to be sent.

UPCOMING EVENTS/GOALS:

Second potential sign company should have sample by 5:00 pm 05/10/22 and will be presented for review at council meeting. If sample is not ready, property will forward to council later this week via e-mail when received.

FH AC Unit repair – after 2nd bid is received by end of week 05/13/22

Waiting for update from DISH Network on their progress with city of Concord – Steeple footing structural calculations.

Select patching of broken aggregate / concrete @ FH entry

Clean ceiling fans @ FH

Replace Spot-Lights 2 Sanctuary

LONG TERM GOALS: [Events or goals that extend beyond 2 months. Include dates.]

Kitchen completion - August

Re-Roof - August

New Sign - August

CONCERNS: [Any concerns for the upcoming months]

OTHER COMMENTS: [Any other comments]

Replacement Motor for Sanctuary Heating System originally due to ship from manufacturer on 4/15 (with 7-10 day shipping time) is now being shipped 5/19. Supplier misinformed us on the delivery date and has been less than acceptable with communication/response. Hopefully they are accurate with this latest estimate on shipping. They are citing "supply-chain" issues and indicate that there was one simple part required for the motor assembly that was delayed.

COUNCIL ACTION ITEMS:



Date: 6/8/2022

Team: Social Ministry

Name: Scott Etzel

SPECIAL RECOGNITIONS:

Dana Deniston and the FFF volunteers – For ongoing service to the community with Friends Feeding Friends programs distributing food, clothing, and furnishings to those in need.

PAST EVENTS/ ACCOMPLISHMENTS:

Friends Feeding Friends (FFF) summary for May 2022:

- FFF provided groceries for 3,415 people, cooked and provided 204 meals for shelter clients, and provided furnishings for 15 households which included a Veteran, families, single adults and a 19 year old Youth.
- Besides food, we also distributed other items to pantry clients, including food containers, diapers, TP, paper towels, grooming supplies, clothes, baby equipment and household furnishings.
- In addition to hot meals, we also supported the shelter by providing frozen meals, ice cream, single serve paper goods, utensils, cold drinks, snacks, condiments, Ensure, bandaids, fresh fruit, quilts, fabric totes, and shoes.
- FFF received a grant from the food bank for \$1,700 to replace aging carts and to purchase signs to direct pantry clients.
- Made arrangements for a County caseworker and young client to pick up a leather sectional and queen bed set directly from a donor.
- Delivered groceries to Seniors.
- Current church financial liabilities designated for FFF in Balance Sheet as of February 28, 2022 are:
 - \$20,821.13 – FFF Building (fund)
 - \$35,978.19 - Designated Special Purpose (DSP).

Senior Food Program:

- GSLC partnered with the Food Bank of Contra Costa and Solano Counties to provide free groceries to seniors age 55 or older on the first and third Thursdays in May (May 5th and 19th).

American Red Cross Blood Drive

- Partnering with the American Red Cross (ARC) to hold a blood drive on church campus in October. They are hesitant to schedule any drives in summer months due to past drive having to shut down early when A/C could not keep up.

UPCOMING EVENTS/GOALS:

- None.

LONG TERM GOALS: [Events or goals that extend beyond 2 months. Include dates.]

- FFF food distribution move from Fellowship Hall/kitchen into room #3 and adjacent office.
- Red Cross Blood drives planned for October and December.
- FFF Building Project (dates undefined)

Date: 6/8/2022

Team: Social Ministry

Name: Scott Etzel

CONCERNS: [Any concerns for the upcoming months]

- FFF: Storage of furnishings in Luther Hall, and in some rooms on second floor of office building over capacity preventing access in the event of an emergency such as a fire or electrical issue.

OTHER COMMENTS: [Any other comments]

- None

COUNCIL ACTION ITEMS:

- Review/update of church policies on facility use (goals, administration, terms and conditions, etc).