

# Good Shepherd Lutheran Church

Church Council Meeting Minutes  
Tuesday, August 9, 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 6:56 PM on August 9, 2022, by Kristi Buchholz, Council President.

**Present:** Pastor Brandon Peck (Sabbatical Pastor), Candace Bradley, Kristi Buchholz, Scott Etzel, Sue Hertless, Renee Reis

**Excused:** Pastor Jeremy Serrano, Mike Henry

## DEVOTIONS AND OPENING PRAYER – Pastor Brandon Peck

## RECOGNITIONS

- Candace Bradley recognized and thanks Kristi Buchholz for stepping in and processing payroll and paying bills for the church this past month, while we sought a treasurer/bookkeeper.
- 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.
- Pastor Brandon recognized and thanks those who assisted with the Service of the Resurrection for Wilma Seppala, especially Kristi Buchholz, Candace Bradley, Scott Etzel, and Jenna Fassio. In addition to extra work being added on the plate of many, folks were able to come together to help organize a meaningful service for the friends and family of Wilma.
- Sue Hertless recognized and thanks Jenna Fassio and Scott Etzel for the beautiful job on the reception for Wilma Seppala. Pastor Brandon did an amazing job in bringing all the Swedish culture into the service. Eric's comment was "I was joyfully surprised by the Swedish songs, and prayers lifted up in Swedish language." Thank you, Pastor Brandon! It was one of the most beautiful services conducted. The turnout was very good. Eric thinks his mother would have been pleased.
- Sue Hertless recognized and thanks Kristi Buchholz, Candace Bradley, Renee Reis, and Marcia Sander for the work done to get our finances in order.

## **CORRESPONDENCE** – None

## **OLD BUSINESS**

### ○ **Approval of Minutes**

**MOTION** made by Sue Hertless to accept the July 21, 2022 Council Minutes; seconded by Renee Reis; motion passed.

## **NEW BUSINESS**

### **Pastor's Report – Pastor Brandon Peck**

- Pastor Brandon reported the churchwide assembly is this week in Ohio. The assembly passed a motion to put together a task force/group that will do research and review for the next assembly, which will change the ELCA documents in the future. Presiding Bishop Elizabeth Eaton issued an apology today, and representatives from the congregation issued a response. They are hoping this apology is not the last, but a first step towards a reconciliation.
- Pastor Brandon reported that, on August 21, Sara Wilson will be pulpit supply for Pastor Brandon. We should check the mileage reimbursement rate of 58.5 cents/mile; pulpit supply staff are on the Synod website (\$300/Sunday, plus mileage).

### **President's Report – Kristi Buchholz**

- Kristi reported it has been a whirlwind getting through the paperwork in the office. Kristi thanked Pastor Brandon for all of the work he has done for our church community throughout the sabbatical due to unexpected situations ending up on his plate.

## **Committee Reports**

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

**Finance** – Kristi reported we secured a bookkeeper, Jackie Forrester of Forrester's Accounting and Bookkeeping Services. **MOTION** made by Kristi Buchholz to approve Jackie Forrester for up to 20 hours of work at \$75/hour, and reevaluate the finances after 20 hours; seconded by Renee Reis; discussion; motion passed. Scott said we should check to make sure our liability insurance has been paid. We still need a treasurer and a finance chairman.

### **Evangelism – Sue Hertless**

- Sue reported there is a lot going on for Evangelism. She asked that we book the Annual Christmas Gift Shop for December 3, 4, and 5, 2022, in the Fellowship Hall. Scott said he would like to schedule a blood drive in December, so we should discuss with Dana and FFF their needs for the Fellowship Hall.

*Please see Sue's report at the end of these Minutes for further information.*

## **Fellowship**

- Kristi suggested we check our Fellowship supplies, as some vases in the kitchen cupboards are missing.

## **Property and Long-Range Planning – Mike Henry**

- Grounds, trash, homeless – Discussion on some homeless using our grounds for sleeping and hose water for bathing. Kristi suggested we plan a work party for September 11, and do what work we can around our campus, and try to do an assessment of water, plants, and the condition of the buildings.

## **Social Ministry – Scott Etzel**

- Scott reported FFF has not made much progress moving the food distribution from Fellowship Hall/kitchen into Room 3 and the adjacent office. He said Dana would like to dispose of the carpet and put in hard flooring. Kristi will reach out to Dana to discuss dates.

*Please see Scott's report at the end of these Minutes for further information.*

## **Discussion Items**

**Facility Use Agreement/rates** – Jenna, our summer office admin, has received calls asking for facility use and fee schedules. Discussion of fees for renting the hall and hall with kitchen. We have updated our rates, but need to revise the form, deleting some of the rooms that are not available. We should have a member of our church oversee events, and pay that person \$20/hour. We should pay them as a contractor with a 1099. We may want to consider non-profit arrangements at council's discretion – a member rate, non-profit rate, and a general rate.

**Memorial Services** – We should check our budget for memorial services; what account(s) to use; who pays, the family or the church. Kristi suggested we plan a retreat for Council to discuss options and details for memorial services.

**Pastor Jeremy Returns Event / September 4 Worship** – Pastor Jeremy's first day back after his sabbatical is September 4. Pastor Brandon has set aside some music for worship, and asked if we would like his services on that day. Pastor Brandon will touch base with the Synod to see if they have any plans for this event. Thoughts include barbecuing hamburgers and hot dogs, buns, macaroni salad, green salad, cake (Kristi), and bottled water.

**Jenna Fassio's last day** – Jenna's last day is Tuesday, August 16 (August 17 through 29 the office would be open). She will have the pew bulletins completed - may just need to be printed. Renee is willing to help, if needed. Jenna is working with Pastor Brandon to get these done in advance, and then Pastor Jeremy can oversee the bulletins when he returns, with Renee's help. Pastor Brandon suggested maybe two seminarians can cover part-time office work together. Kristi has a contact she is seeking out to see if she may be interested in our part-time office administrator position.

## **ADJOURNMENT**

**MOTION** made by Kristi Buchholz to adjourn; seconded by Scott Etzel; motion passed, and meeting was adjourned at 8:38 PM.

Date of next regular Council meeting – September 13, 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 Review – draft ready for Council's review – September meeting.

8 August 2022

My thanks are extended to those who assisted with the Service of the Resurrection for Wilma Seppala, especially Kristi, Candance, Scott, and Jenna. In addition to extra work being added on to the plate of many, folks were able to come together to help organize a meaningful service for the friends and family of Wilma.

Jenna, Tom, and I are working at getting all of the services for August planned prior to Jenna leaving in the second week of August. We have collected music for all Sundays for the next month, and Jenna is working on the bulletins. **In the next week, is there someone who can shadow Jenna in the process of printing the bulletins and gathering the resources for Sunday mornings?** If Jenna is able to print all of the bulletins, this is perhaps not necessary. But someone should know how to do it if need be.

There are a few schedule changes for Sunday services in August. Tom will be absent on the 14th and John will come to play the organ that Sunday. Both Tom and John will play as regularly scheduled on the 21st. As a reminder, I am gone on the 21st and the Rev. Sara Wilson, Director of Development- Seminary Relations, will be the preacher and presider for the day. I will return for liturgy on the 28th.

**I would like for the council to discuss in more detail plans for worship on 4 September.** We will need to decide leadership for the day (preacher/presider) and following our conversation, I can be in touch with the synod office to clarify changes to an earlier agreement to have Rev. Megan Rohrer at the service.

I wish to extend my gratitude to the entire Good Shepherd community, and specifically to the council for welcoming me and working with me during the summer. You have had to step up and manage unanticipated events this summer considering my limited role as sabbatical pastor. Your work is to be recognized and I wish you all continued blessings as you move forward in your ministries and prepare for Rev. Jeremy's return.

With gratitude,  
The Rev. Brandon Peck  
Sabbatical Pastor



Date: August 9, 2022

Team: Evangelism

Name: Sue Hertless

**SPECIAL RECOGNITIONS:** A Huge THANK YOU to Jenna Fassio and Scott Etzel for the beautiful job on the reception for Wilma Seppala. Pastor Brandon did an amazing job in bringing all the Swedish culture into the service. Eric's comment was "I was joyfully surprised by the Swedish songs, and prayers lifted up in Swedish language. Thank you Pastor Brandon. It was one of the most beautiful services conducted. The turn out was very good. He thinks his mother would have been pleased.

Thank you Kristi, Candace, and Renee for the work done to get our finances in order.

**PAST EVENTS/ ACCOMPLISHMENTS:** While in El Salvador Sue visited the Lutheran School in Apopa. Good Shepherd sponsors 25 students out of the 78 who are in the school scholarship program. I visited each classroom and found 3 out of the 6 classrooms where the children were taking test. Some of the children learning English wanted to talk to me so that they could practice their English. Fun.

Sue and Betty had 11 women in each of the two workshops. Each woman made a stole for their pastor. In two days they were able to complete their work. The stoles were brought to Resurrection Lutheran Church on Sunday morning where Bishop Medardo Gomez blessed each stole. The women then asked their Pastor to come forward and receive the stole at the altar. Sue wired \$2,100.00 to the Synod in El Salvador to cover the expenses for the 22 people attending the workshops. Expense report submitted with this report.

Sue and Christian Chavarria attended worship at Christian's church in Calderitas. At 1:30pm 26 children came to Bible Study. It was heartwarming to see the little one's eager to learn from their bibles and to teach each other. They sang songs with a heart full of love. What a gift to witness. At 3:00pm the adults arrived ready to worship on a Thursday, as that is the day for this community. Pastor Christian must help at Resurrection on every Sunday so the people in Calderitas worship on Thursday. Hallelujah and Give God the Glory.

On August 28<sup>th</sup> Sue will give a presentation to the congregation on the work done in El Salvador on this trip.

**UPCOMING EVENTS/GOALS:** Pastor Christian Chavarria will be coming back to California on September 12 through 21. He will be staying with Sue Hertless. She is currently scheduling speaking engagements at the following locations St. Matthews, Walnut Creek, Trinity in Fresno, and St. John's in Sacramento. This will be in connection with his role as Theologian In Residence for the year 2022 and 2023. We will need to see if we can have him here at Good Shepherd for an evening of catching up and discussion.

**LONG TERM GOALS:** Would like to use Fellowship Hall on December 3,4, and 5 for our annual Christmas Shopp. As soon as Jenna has confirmed availability I will start publicizing the event.

**CONCERNS:** [Any concerns for the upcoming months]

**OTHER COMMENTS:** [Any other comm

**COUNCIL ACTION ITEMS:**



**Date: 8/6/2022**

**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 July 2022:

- FFF helped 3289 people with food, prepared and provided 238 hot meals to the shelter clients, and provided furnishings for 12 households.
- Provided new socks, snacks, Ensure, bath towels, cold drinks, and desserts for the Concord Adult Shelter and Philip Dorn Respite Center.
- Distributed clothing, household items, and grooming supplies to pantry clients.
- At the request of county Core management, FFF packed food and refillable water bottles into duffel bags that were donated to Core by Baha'i Center. Core distributed these bags to unhoused clients living outdoors.
- Note: Had several volunteers out due to vacations, reducing the number of people FFF could serve.
- 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 July (July 7th and 21st).

American Red Cross Blood Drive

- The American Red Cross (ARC) notified us that they have a new policy requiring blood drives to end by 3 pm. Previously ARC blood drives at GSLC started at 1 pm and ended at 6 pm. Under the new policy, blood drives will need to start at 10 am. This presents a conflict with current FFF use of Fellowship Hall and kitchen for food distribution although FFF has committed to relocating food distribution to office in Fellowship Hall building. Timing of FFF relocation is uncertain at this point. As a result, future blood drives are on hold until a specific date for completion of the FFF food distribution relocation is known.

## **UPCOMING EVENTS/GOALS:**

- None planned for August and September.

**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 drive planned for Q4.
- FFF Building Project (dates undefined)



**Date: 8/6/2022**

**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. Note: Significant progress made in clearing access lanes in main room on second floor of office building.

**OTHER COMMENTS:** [Any other comments]

- None

**COUNCIL ACTION ITEMS:**

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