

Woodlake Lutheran Board Meeting Minutes

July 9th, 2020

Present: Pr. Neal Cannon, Pr. Micah Pearson, Scott Dahlquist, Karen Nilsen, Laurel Johnson, Anne Romstad, Cheryl Lundsgaard, Starr Carriere, Ed Morrow, Augie Schauer, Shirley Stroud, Anne Schauer

No one was present for open forum.

The meeting began at 6:42pm with a devotion led by Augie. Thank you.

The agenda, minutes, and all staff and commissioner reports were electronically submitted prior to the meeting.

1. Agenda: Anne Schauer motioned to accept the agenda as presented. Ed seconded; motion carried.
2. Minutes: Karen motioned to accept the June minutes as written and Laurel seconded. Motion passed.
3. Treasurer's Report: Augie reported that offerings and expenses are both down in June with a balance of -\$10,621 without the Payroll Protection Plan. Having the PPP, we are currently still in the black. Knowing this information, Augie suggested we cognitively plan for next year focusing on increasing income, controlling expenses and creating a "have to" list of items so there are no surprises leading to a capital fundraiser, which would be difficult during Covid-19. He also feels we still need to create a "wish list" for our church. A motion was made to accept the Treasurer's Report as presented. It was seconded and passed.
4. Pastor/Staff/ Commissioner Reports:
 - A shout out to Starr and Shirley for forming and leading the Pandemic Preparedness Committee. They would like to send out a survey to the congregation asking who would like to attend in-service, what formats are most popular, and who is willing to help. Pr. Neal will send out an Email survey for a quick result so things can move forward in a timely fashion. Scott requested the survey results so volunteers can be recruited for positions. Pr. Neal will formulate plans for special events for the team to review.
5. New Business:
 - New Internship: Kristie Olson requested a summer internship. Linda is writing a job description with having between 5-15 hours/week. Assisting with setting up Godly Play for this fall was suggested, and having Augie look into a possible stipend or scholarship was mentioned.
 - Parking lot: Ed reported that it is looking bigger than originally thought. Over 1000 pounds of patch have been laid down with more needed. There is also a 3"-4" depth sand/gravel accumulation on the south side of the parking lot. He will get some quotes for sweeping and power washing the lot. Or have a "gravel party" to remove it.
 - CYF Director Job Announcement: Anne R. and Pr. Neal have formulated a job description for a CYF director and sent it electronically for review. Cheryl suggested two items be removed under *preferred* section due to liability since they are not skill sets. She also questioned vacation time, inquiring if it is pro-

rated vs. hours worked as well as leaving it off and using it as a negotiation tool. Augie has concerns about background checks and Pr. Micah informed that a more thorough check is done on final candidates. Knowing their driving record was also mentioned since they may transport kids. Anne R. will retype the job posting for a final copy and send out. Cheryl will research her questions and send her results to them.

- Resuming In-person Worship: Starr and Shirley are researching when and how to proceed, and has met with the planning committee as well.
- Ed would like help recruiting 6-10 people to help seal coat the parking lot. It requires 48 hours of dry conditions to set making it more difficult to set a date. Pr. Micah will create an announcement for volunteers and share through e-blast and worship.
- Wednesday Night Supper Survey: Cheryl reported sixty-one people responded to the survey. With low numbers saying it makes it easier to eat at church, it makes a difference to have meals there, and willingness to help, it was decided to forfeit meals until spring resuming for possible Lenten suppers. Scott, Cheryl, and Pr. Micah will compose a Letter of Thanks to those who have faithfully helped and served these past years.
- Sales Quote on Door Locks: Augie asked if this falls under an action item or properties, and are all the locks needing replacement/fixing. Ed will review the document, but said some locks must be replaced and others not at all. Scott will let Linda know that Ed will be in contact with her to finalize the list and Ed will present findings at the next meeting.
- Building Rental Quotes: Cheryl inquired to the difference in \$/sq. foot rental quotes. Pr. Micah addressed this, and he also stated that the YMCA has decided not to use Woodlake, but there are other groups still interested to rent.

6. Old Business:

- 2020: Pr. Micah reported they are working on re-envisioning 2020 in COVID. They will present their ideas at next month's meeting which includes virtual worship, Preparedness Plan committee, and vision idea-reaching out to youth.
- Faith and Family (COVID) Fund: Anne R. expects the fund to grow to \$3,000 by the weekend after memorials are added. The Faith and Family Fund has monetary guidelines, but if more is requested then the executive committee will review case-by-case need. Pr. Micah would like referrals to be person-to-person or by word of mouth.

A motion was made to adjourn the meeting and was seconded. The meeting ended at 8:55 pm with the Lord's Prayer led by Pr. Micah.

Respectfully submitted,

Anne Schauer

Reminders: August devotion – Laurel Johnson

September devotion – Scott Dahlquist