

**The Lutheran Church of the Good Shepherd  
Council Meeting Minutes**

Meeting Date: August 18, 2020

Meeting Location: Virtual Zoom Meeting

In Attendance: Pastor Teal Anderson, Deb Anthony, Connie Charitonuk, Janet DeVinney, Pastor Greg Fetzer, Lindsay Guckert, Missy Leppo, Gina Miller, Laura Runyeon, Evelyn Spratt, Lisa Steel, Ruthann Sutherland, John Verbillis, Dan Williams, Owen Ashbrook, and Maureen Stark.

<b>Topic</b>	<b>Details</b>	<b>Action/Follow-up</b>
<b>Call to Order</b>	The meeting was called to order at 7:02 by Laura Runyeon.	
<b>Prayer</b>	Laura led the Council in a reading and prayer.	
<b>Minutes</b>	Connie Charitonuk moved to approve the July Council meeting minutes. Deb Anthony seconded the motion and the motion passed.	Motion approved
<b>Treasurer's Report</b>	Lindsay Guckert reviewed the financial reports. She noted that income is trending lower than the budget and that expenses are also low. Laura highlighted that giving is higher than this time last year, but that other sources of income that LCGS had last year are not available. Roxanne Barrow submitted a report to Council that noted that several givers are not currently giving, so that is a trend that Council is following.	
<b>Vision and Mission</b>	Pastor Greg Fetzer asked Council to read the social statements <i>Freed in Christ: Race, Ethnicity, and Culture</i> and <i>The Church in Society: a Lutheran Perspective</i> . Both were issued around 1993. He noted that racism, as defined by the ELCA, is systemic, not just one person's view of race. Pastor Greg added that the church is to be active in the social structures of this world, including the political structure. The church has an obligation to speak out against racism in our society. Pastor Greg also encouraged anyone who has concerns, to speak directly with him, Pastor Teal or church leadership, so that concerns can be addressed. Laura added that most organizations are examining race and justice at this time and that LCGS, as a church, has a responsibility to be engaged in that process and examine our role in these issues. Janet DeVinney added that the ELCA has many resources and documents dealing with racism and the church's role in addressing it.	

<b>Discussion of “Deconstructing White Privilege with Robin DiAngelo” Video</b>	Janet introduced the video and noted that it was produced by the United Methodist Church that is a full communion partner with the ELCA. Janet led Council in prayer and then facilitated a discussion of the video focusing on race and how it relates to our experiences.	
<b>Preschool</b>	<p>Pastor Teal Anderson updated Council that the preschool will open with a hybrid model where students attend school in person one day a week and have online instruction for the remaining days. The preschool’s current enrollment is 33 students which is significantly lower than their typical enrollment of around 100. The preschool is anticipating a loss of \$32,000-37,000. They are planning to sustain that loss with savings.</p> <p>The preschool is asking permission for parents to bring new students into the classroom for a tour of the space before the school year begins.</p> <p>Deb Anthony made a motion to approve allowing the preschool to do individualized tours for new students as long as they comply with COVID requirements, do not violate the Office of Childcare policies, and occur before the school year begins. Connie Charitonuk seconded the motion and the motion passed.</p>	Motion approved
<b>Youth</b>	Connie Charitonuk informed Council that she had a virtual Youth meeting last week and several of the youth expressed an interest in going on a mission trip when it is safe to do so.	Informational
<b>FLO</b>	<p>Janet DeVinney relayed that the Finance Committee has a plan for the possibility of a large drop in income. The Committee recommends that Council put any surplus from this year into capital to make necessary repairs. She added that Stuart Goemmer and her team think we are in good financial shape right now. Her team does request that any large spending decisions be done in consultation with the Finance Committee.</p> <p>Janet reminded Council to review their budgets and to work with Stuart on preparing the budget for the 2021 year.</p>	
<b>Stewardship</b>	Dan Williams is planning a Stewardship campaign for the fall and will include a survey of talents and skills.	
<b>Outreach</b>	<p>John Verbillis reminded Council that there will be food collection to benefit the Sharing Table on August 22nd.</p> <p>John also informed Council that there will be an opportunity to support a Sleep in Heavenly Peace build on September 26th in Jarrettsville.</p>	
<b>President’s Topics</b>	Laura reminded all Council members to work with Stuart on their budgets for the 2021 year.	

	Laura asked Council to consider ways to hold a Congregational meeting in November. Pastor Greg will get information from the Synod about how other congregations have managed a Congregational meeting during this period.	
<b>Adjournment</b>	Laura Runyeon led the Council in prayer and the meeting adjourned at 9:46pm.	Meeting adjourned
<b>Next Meeting</b>	Tuesday, September 15, 2020 at 7 pm.	

## Committee Reports

### Associate Pastor's Report for August 18, 2020, Council Meeting

#### Pastoral Care

- Pastoral Care Team members continue to make phone calls to LCGS households.
- The team is preparing to share communion with those who are unable to participate in drive-up communion.

#### Meetings

- Worship webcast/recording sessions, 7/18, 7/25, 8/15
- Confirmation readiness meetings, 7/19, 7/31
- Mutual Ministry, 7/20
- Council, 7/21
- Staff meetings, 7/21, 7/28, 8/11
- CLAS check-in with Pr. Greg and Deb Anthony, 7/28
- Social Justice check-in with Pr. Greg and Janet DeVinney, 8/11
- Executive Committee, 8/11

#### Events

- *Emanuel* movie discussion, 7/29
- Live prayer time following worship “premiere” on Facebook, 7/19
- Evening Prayer, 8/12
- Morning Prayer, 8/13
- Text Study, 8/16
- Drive-up communion, 8/16

#### Wider Church Connections

- DE-MD Synod weekly Zooms for rostered leaders, 7/23, 7/30

#### Vacation Days taken

- August 1-10

#### Vacation Bible School

- We had 38 students participate so far. Families can contact Gina Miller to request student bags with activity materials, until they are all distributed.

#### Sunday School

- We are planning for Sunday school to be similar to virtual VBS: Small group recording teams will each prepare a video once every 4-6 weeks, geared toward families with elementary students. Families can watch the videos on their own schedule or opt to participate in a Zoom group to interact with a host and other families.
- Confirmation instruction and high school Sunday school will begin as Zoom meetings, with the possibility of holding in-person classes later in the school year.

- We will use the **Living the Word** curriculum for at home/family use and **Bloom in Faith** as material to support our recording teams and Zoom group hosts. Both use the Narrative Lectionary. The Narrative Lectionary year begins on Sunday, September 13.
- Communion instruction workshop, **new date TBD**.

### **Confirmation**

- We plan to hold Confirmation on Reformation Sunday, October 25, 2020. If it is not possible to hold it in the sanctuary, we will hold it via Zoom and share the recording with the congregation. Confirmands will participate in a virtual workshop to prepare the material we would otherwise have covered at the confirmation retreat. Family conferences are being held (via Zoom/Facetime/Skype) as students complete their assignments.
- Confirmation instruction will be held via Zoom when the new Lectionary Year begins September 13.

### **CLAS report**

8/16/20

Submitted by: Debbie Anthony

Since the July report, activities have been limited due COVID.

Ministry team leaders reported that there were no new updates to share with Council.

### **Finance, Legal and Operations (FLO) Mission Group**

August, 2020 Report

I've been consulting FLO subcommittee/area leaders and financial officers since being elected on July 21. FLO includes Finance (Stuart Goemmer, committee chair), Insurance/Legal (Don Spratt), Child Protection (Bill Adams), Network Administration (Glenn Garbinski), Investments (vacant?), Human Resources (Debbie Anthony), and Tellers (Ruthann Hardy, head teller).

#### **Budget and Financial Health**

It's budget planning time. HR and staff should be working on reviews as of the beginning of August. Stuart Goemmer reports we continue to run an approximate \$2,000-plus surplus, and giving has been good. A recent drop may be the usual summer giving slowdown. Financial Secretary Rocky Barrow says a couple major givers have cut back over dissatisfaction, but no concerns have been given. There is usually some summer drop off. Stuart says there is a good plan if ever income would drop significantly or if ever there would be any prolonged shortfall. This includes:

- Using working capital, which is a stable buffer of approximately \$110,000 to \$120,000. This cash reserve has built over years of running \$2,000-plus surpluses. If there is a surplus this year, Stuart would like council to consider putting that money in capital for the needed repairs.
- Dedicated accounts, which have to be used strategically for their purposes (HVAC funds cannot be used for education, etc.).
- Pastor's Discretionary Fund, which Pastor Greg can use at his direction/discretion
- Line item for Pastors' education, etc. If we would be hurting, we could use some of this money.
- Slowing spending. Can put out a call to the congregation. They always respond favorably to appeals for help.
- We can take interest once annually from endowments; the church would only go for using principal if we were in dire straits.

Key budget planning dates:

- 3 August – HR and staff start work on reviews
- 8 September – FLO and Facilities Operation start work with Finance Committee on operations and administration budgets
- 8 September – Stewardship campaign kickoff (mailings with pledge cards?)
- 15 September – Council discusses notional salary actions
- 5 October – Pledge cards due
- 20 October – Council approves budget
- 1 November – Preview budget with congregation
- 8 November – Congregational meeting/approve 2021 budget

Some budget questions to address:

- There have been no raises for the past two years. Stuart believes we should do something since giving is good and we are running the \$2,000 surplus. If so, should raises be merit based on performance, or an across-the-board percentage increase?
- What is the 2021 music position plan? Stuart has identified what we can afford for an organist/choir director, based on a “stretch” budget similar to what has been approved in prior years with a projected deficit of \$20,000-\$25,000. He recommends any big spending decisions be informed by the Finance Committee, to avoid any major deficit. There have been some savings due to recent cuts, and the church is currently underspending in almost all ministries. The surplus is about \$20,000, which may go down this month – typical for summer.
- Do we intend to receive the approximately \$19,000 anticipated in income from the rental of the parsonage building in 2021? Is the building rented?
- Relative to capital improvements, Stuart mentioned the idea of having a sort of “yellow pages” of the congregation expressly to identify people with skills to help the church do some of the capital repairs and maintenance. He mentioned John Hennlein doing recent brick masonry repairs as an example of talent.

Items for Council Attention/Action:

- If we have a surplus again this year, can we put it into capital for the necessary repairs?
- Can we make sure any big spending decisions are informed by the Finance Committee, to avoid any major deficits?
- Are we moving forward with rental of the parsonage/renting the parsonage?
- Can we create a directory of skills in the congregation for the express purpose of church capital repairs and maintenance?

Respectfully submitted,

Janet DeVinney

### **August 2020 OUTREACH REPORT**

John Verbillis

### **August 2020 SERVANTHOOD Report**

Priorities and Objectives:

Current / Pending Activities:

Saturday 8/22 - Collecting non-perishables for Sharing Table from 8:15-10:15 AM OR drop off at church during the week.

Pursuing matching grant, up to \$500, from synod hunger grant. Donations collected by Sue Quinn at her home or drop off Saturday.

Upcoming Events:

Accomplishments:

Peace by Piece Quilters and Servanthood made and filled 29 school bags, Quilters taking up to LWR in September  
Items for Council Attention/Action:  
Encourage congregation to support Food Drive with non-perishables and cold, hard cash.

### **August 2020 Communications Report**

Priorities and Objectives [observable and (ideally) measurable]

Supporting Pastors and Office Manager with online worship, website and re-opening needs

Upcoming Events

LCGS Live Streaming update.

Progress:

Tested the OBS streaming software.

Purchased video capture card to stream church service from the church Video camera.

Successfully set up a test stream to the LCGS YouTube channel.

I found that the area in front of the ushers closet would be the best in order to reach the audio source to the laptop.

Item Remaining: (Plan to address week of 8/17)

The camera mic will not pick up the sound well enough for the live stream as a result testing the audio coming from the mixer into the OBS software still needs to take place. I will also need to test any lag between the video image and the audio itself.

Implementation:

Recommendations on placement, securing and training a team (ideally 4 rotating people) and recommendations on what platforms can be live vs. recorded will take place.

Accomplishments

Continuing to work with the office to maintain online worship and up-to-date website/resources to members.

The most recent effort has been to work through a clear plan for live stream worship once the facility re-opens.

Items for Council Attention/Action

Keeping Communications up-to-date on needs

### **August 2020 Social Justice Ministry Team Report**

Priorities and Objectives:

Social Justice Ministry Team Mission Statement

Gifted with Faith – We believe that, as followers of Jesus Christ, our neighbor is anyone in need of mercy. (See Luke 10: 25-37)

Growing as Disciples – We seek to learn and encourage discussion about the political, legal, social, and economic issues which confront our neighbors but which we may not have experienced.

Grounded in Community – We are discerning how we as the church can effectively advocate for social justice within our community.

Adopted August 1, 2017

Current/Pending Activities:

· The Social Justice Movie and Faith Zoom Discussions continue to draw new participants into the ongoing conversation about social justice, racism, and our wider ELCA's actions and response.

- Congregation Council will discuss the United Methodist Church video Deconstructing White Privilege with Robin DiAngelo, February 21, 2017, at its Tuesday, Aug. 18 meeting. Janet DeVinney will facilitate. Dr. DiAngelo is an educator, consultant, facilitator, and author of Is Everybody Really Equal?: An Introduction to Key Concepts in Critical Social Justice Education, co-written with Dr. Özlem Sensoy; What Does it Mean to Be White? Developing White Racial Literacy; and White Fragility: Why It's So Hard for White People to Talk About Racism.
- Janet will facilitate a four-part Zoom education series on racism in September/ October (dates TBD) as a member and trainer of the Delaware-Maryland Synod Racial Justice Ministry Team.
- Council will read and discuss Trouble I've Seen: Changing the Way the Church Views Racism by Lutheran theologian and Messiah College Assistant Professor of Theology Drew G.I. Hart, beginning in September. The Delaware-Maryland Synod Council is also reading this book on race and Christian faith.
- Council will keep "Pray and Act to End Racism" on the church sign most of August.
- A women's faith group is discussing Race and Restorative Justice by Fania Davis, and its members are reading other resources with recommendations from the team. Two other faith groups are planning racial justice book discussions with team input. The team will recommend resources for more discussions.

#### Upcoming Events:

- Wednesday, Sept. 2, 7:30 p.m. – Amazing Grace Movie and Faith Zoom Discussion(2006 British-American biographical drama; PG)
- Tuesday, Sept. 8, 7 p.m. – Social Justice Ministry Team September Zoom meeting.
- Wednesday, Sept. 16, 7:30 p.m. – Selma Movie and Faith Zoom Discussion (2014 American historical drama; PG-13)
- TBD September/October – Four-part Zoom learning series on racism with Janet DeVinney of the Delaware-Maryland Synod Racial Justice Ministry Team
- Wednesday, Oct. 14, 7:30 p.m. – The Immortal Life of Henrietta Lacks Movie and Faith Zoom Discussion (2017 American historical drama; TV-MA)

#### Accomplishments:

- Facilitated and hosted the July 29 Emanuel Movie and Faith Zoom Discussion about the documentary on the killings of the Emanuel 9 and our ELCA annual day of remembrance, mourning and repentance. Eleven members participated, including some who had not previously joined in.
- Registered eight members and participated in the July 1 Lenny Duncan Zoom discussion about his work and book Dear Church: A Love Letter From a Black Preacher to the Whitest Denomination in the U.S., at Faith Lutheran, Cockeysville.
- Invited church members and their friends who have organized and participated in the Bel Air peaceful protests to speak to our team and to council. Some have joined in a team meeting.

#### Items for Council Attention/Action:

1. Watch the video Deconstructing White Privilege with Robin DiAngelo, February 21, 2017, produced by The United Methodist Church's General Commission on Religion and Race: <https://www.youtube.com/watch?v=Dwlx3KQer54>.
  2. Read Trouble I've Seen: Changing the Way the Church Views Racism by Lutheran theologian and Messiah College Assistant Professor of Theology Drew G.I. Hart.
  3. Participate in the September/October four-part Zoom learning series with Janet DeVinney of the Delaware-Maryland Synod Racial Justice Ministry Team, and the Social Justice Ministry Team Movie and Faith Zoom Discussions on Wednesdays, Sept. 2 and 16, and Oct. 14 at 7:30 p.m.
  4. Participate in the Delaware-Maryland Synod Racial Justice Ministry Team Zoom series "Listen and Learn About Racism" on Monday, Aug. 17 from 7 to 8:30 p.m. Information and registration: <https://demdsynod.org/listen-and-learn-about-racism/>.
- Submitted by Janet DeVinney and Gail Fricke

## **Worship and Music Report**

August 2020

Missy Leppo

W&M has not met since May 2020

Sermons are centering around beloved hymns

Our Father's Band provided music on Aug 9

In-person worship is not happening yet due to COVID

Drive-thru communion began on Aug 9 with 35 signed up; a few less actually came

Aug 17 had 44 communicants drive-thru plus 9 people serving

It is working very smoothly

## **Youth Council Report-August 2020**

Connie Charitonuk

KFC is not meeting over the summer but hopes to resume meeting in the fall.

Youth and Young Adult groups continue to meet bi-weekly through Zoom. Topics that have been discussed include self-worth and working towards having a "clean heart" as stated by David in Psalm 51:10.

Youth members inquired about the possibility of a mission trip next summer. Several expressed interest in participating depending on how COVID-19 status is later in the year when reservations are needed to be made. Another question was if this would interfere with GAX trip which was postponed this year due to current situations.

Questions were asked about when youth could gather in person. It was relayed that groups are to wait until the church opens in September as stated previously.

Several Young Adults are returning to school campus for fall semester. Keeping them in our prayers for healthy stays while on their college campuses. Invites for Zoom meetings will continue to be extended to them while they are away.

Information was shared via email to youth and young adults regarding artwork for Advent Devotions. This will also be shared at upcoming youth/young adult Zoom meetings. Information was shared to me by Pastor Teal to pass along for those interested to contact her for further information.