

Tree of Life Church Council Minutes
Monday, September 21, 2020 6:30 PM ZOOM Meeting

Members Present: President Jack Zimmer, Vice-President Kevin Solberg, Treasurer Jim Lemaux, Financial Secretary Heidi Beckham, Secretary Susie Rust, Russell Bliese, Tom Gros, Larry Klotz, Peggy Little, Richard Schaper, Julie Timmins, Pastor Chris Lake

Visitors: Youth and Families Director Bunny Stoutes, Office Manager Jill Waldrop

A. President Zimmer called the meeting to order at 6:30 PM. Pastor Chris gave a devotion from Genesis, reflecting on the “beginning of things”. He reminded us of the rainbow as the sign of God’s promise never to flood the entire earth and destroy it. Pastor Chris asked for individual prayer requests and led the Council in an opening prayer.

B. Consent agenda

I. **Motion:** Adoption of agenda *.

II. **Motion:** Approval of minutes (August 17, 2020)

MOTION: Pastor Chris moved to accept the Consent Agenda; Schaper seconded. All were in favor and the **motion passed**.

C. Financial reports

I. Monthly Statements (August,2020)

Lemaux reported that August was one of our better months, with about \$32,000 on the balance sheet. Our Seeds account was repaid \$5000; since April we have repaid about \$32,000 to Seeds. Our expenditures using the additional income from PPP (\$39,700) were completed in July, so August reflected a more typical month of income and expenses. Staff continued to keep electricity expenses down. Line-item questions about the water bill and trash services were addressed.

II. Stimulus Package PPP Update on Grant

Zimmer noted that the PPP monies were reflected in the Dedicated Accounts and asked when it would be translated back into Operating Funds. Lemaux reported that he and Ted Dinklage will discuss this. We await the appropriate forms from First National Bank to fill out and return. Completed paperwork will document the PPP loan for \$39,700 be considered a grant and thus does not need repayment.

MOTION: Schaper moved to accept the Treasurer Report; Little seconded. All were in favor and the **motion passed**.

III. 2019 Audit Update

Timmins reported that she has all the necessary information and should complete the 2019 Audit by the end of September. Discussion followed about giving TOL through Realm. Issues arose as Julie Timmins tried to edit a Realm account established in the name of her deceased husband, George. Beckham and Waldrop will follow up to address those details.

IV. Budget 2021

Little has begun working up numbers for 2021 expenses. Zimmer suggested talking with Bunny and Pastor Chris and using a “best guess” approach. Lemaux and Gros will work on the income side, focusing on the stewardship campaign. Zimmer felt we created a good 2020 budget and should assume 2021 will be a “normal” year. Lemaux agreed, suggesting a conservative

approach. In 2020, the Federal stimulus monies through PPP helped us out on the income side while operational ministry expenses were down due to the pandemic.

V. Stewardship Campaign 2021

Gros reported that an initial meeting was held last week. The committee (Pastor Chris, Little, Lemaux and Gros) brainstormed the upcoming stewardship campaign, whose theme is “*inclusion* of all people in Christ’s love”, taken from the TOL vision statement. Zimmer asked to sit in at the next meeting, which is this week on Wednesday at 8 PM.

V. Treasurer Job Description Update

Lemaux met with Dinklage, Little, Gros, Stoutes and Waldrop, to generate a Treasurer Job Description and would like to have it included in the TOL Policy Manual. The question of check-signing authority was discussed. The bank will know who are our current authorized signers. Zimmer suggested that we have 4-5 authorized signers, though usually we need only one. For large checks, 2 signers would be preferable.

MOTION: Lemaux moved to have 2 signers of a check \$10,000 or more; Timmins seconded. All were in favor and the **motion passed**.

Jim Voelz bequeathed \$40,000 to TOL. Zimmer suggested that from this donation we pay for a 12” x 12” memorial stone for our Memorial/Prayer Path Walkway in Jim’s honor. Perhaps Pat Voelz would like to design it. The rest of this gift could be put into our Southwest Foundation account, possibly calling it the “Jim and Pat Voelz Endowment Fund”. Klotz agreed to work as liaison to ensure the stone stenciling will go as smoothly as possible. Discussion about future legacy giving followed. Future discussion on levels of large single donations meriting a memorial stone are tabled for another time.

D. Pastoral report

Pastor Chris reported that our streaming Sunday service attendance is a bit down. TOL reopened Sunday morning service on September 20 with a hybrid of streaming and in-person worship (30 attendees), which worked fairly well. He appreciated having congregation in the pews and planned to continue opening up gradually, adding more reserved spots every two weeks. Pastor Chris thanked Peggy Little for her involvement on the worship team and help on Sunday mornings. Seminarian Stoutes has begun her first semester online and continues to do good work with Family and Youth ministries each week, including “Drive-up Communion” offered on Wednesday afternoons. Zimmer and Pastor Chris thanked Waldrop for her good work in keeping on top of the calendar, correspondence, and record-keeping details as Office Manager. Stephen Ministry classes have begun under the guidance of Mary Dinklage. Pastor Chris reviewed health issues of several TOL members and a confirmation request for a non-member (turned down due to lack of class participation).

The Mutual Ministry Committee/Coaching Team meets monthly, with the next meeting on October 1. Pastor Chris reported that John Stephenson replaced Jim Voelz on the committee.

E. Old Business

I. Solberg gave a live **Covid Task Force Update** to the congregation at our first in-person worship service on September 20. For the last September service, reservation numbers will continue at 10 family units and gradually increase as it is safe to do so. Solberg complimented the Sunday morning worship team for their good work at the many complicated tasks. Zimmer suggested that a smaller church he had visited also began with reservations and then just used signs to indicate safe-distancing. The Task Force will meet again Wednesday.

II. The first draft of the TOL brochure for the **Memorial Walk/Prayer Path** was sent to Council members for review. Brochure information included the history of the Path and plans for future memorial stones, including an order form for sizes, lettering and prices. Timmins suggested we also research other Memorial Parks' brochures and pricing. **ACTION ITEM:** Final pricing decisions and any other necessary information is requested from Klotz and Pastor Chris for the October Council meeting.

G. New Business.

I. Nomination Committee for 2021 Elections

Zimmer reported that he, Solberg, and Pastor Chris met to discuss candidates to fill Council positions. The Committee will generate a proposed list by October or November.

II. Bliese reported that work was continuing on a 4-panel stained glass project, a Memorial gift in honor of Russ Bliese's mom and dad. These will be hung by the baptismal font.

III. The next Council meeting (ZOOM) will be October 19. There are no definite answers on a possible fall Garage Sale, but Zimmer suggested that the probable answer is no. Pastor Chris will be gone January 12-14, 2021 to join Pat Voelz, family and friends, for the interment of the ashes of Jim Voelz in Arlington Cemetery.

H. President Zimmer adjourned the meeting at 8:42 PM and Pastor Chris led us in the Lord's Prayer.

Respectfully submitted,

Susie Rust
Council Secretary

NOTES: **2020:** Jack Zimmer President (second 2 yr. term), Kevin Solberg VP, Jim Voelz, Treasurer (Peggy Little appt. to fill 2020 Council term), Susie Rust, Secretary, Heidi Beckham, Financial Secretary, Larry Klotz, George Timmons (Julie Timmins appt. to fill 2020 Council term), Richard Schaper; and elected for 3yr. term in 2020: Jim Lemaux, David Fischer (Russ Bliese appt to fill term), Tom Gros. **2018:** Jack Zimmer. President 2yr. term, Jim Voelz (Treasurer), Linda Baumgartner (Sec 2018), Kirk Helberg, George Timmons, Heidi Beckham (Financial Secretary); elected for 3 yr. terms: Susie Rust (Secretary 2019), Richard Schaper, Kevin Solberg, Larry Klotz (VP). **2017:** Jim Voelz (Tres), Linda Baumgartner (Sec.), Kirk Helberg, George Timmins, Jack Zimmer (3Yr. terms) **2015** - Heidi Beckham, Elected 2014 - Jim Voelz. (2nd term),