

First Lutheran Church Council Meeting Minutes  
March 3, 2022 @ 6:30pm

Members present: Carol Bunge, Sylvester Heeler, Marilyn Hunt, Brenda Bass, Kristy Langdon, Jim Pierce, Jennifer Bufkin, Pam Farrell, Joyce Stroud, Cyndee Simpson, Pastor Sami Pfalzgraf

Members absent: Debbie Taylor, Sarah Sedlacek

Meeting was called to order by Jim Pierce at 6:30pm.

Jennifer B. presented devotions centering around Jesus being the true vine and God's gardening activity within our lives.

April devotions: Carol B.

February Council meeting minutes were reviewed as printed and emailed. *Kris L. made the motion to accept the minutes as presented. Carol B. seconded. Motion carried.*

February treasurer's report was presented by Cyndee S. There are several big ticket items coming up for maintenance issues that will need to be paid.

In the special project of upgrading the sound system there was \$500 given in February to this account.

Youth Fund dedicated account. A big thank you goes out to the Altar Guild for their donation to this account of \$867.00 from the cookie sales.

*Jennifer B. made the motion to accept the Treasurer's report as presented. Marilyn H. seconded. Motion carried.*

Pastor's report: Pastor Sami presented her report as printed and emailed. The Synod Assembly will be held June 9-11 this year in Olathe. Registration ends on April 15 and we need to ensure that we have two delegates registered. Ray Otto would like to attend, so there needs to be one more delegate registered.

Confirmation camp and Youth Gathering camp will be taking place this summer and there was discussion about costs and offering scholarships for the young people to be able to attend.

*Brenda B. made the motion that First Lutheran Church will provide 50% of the cost of attending youth summer camps this year. Kris L. seconded. Motion carried.*

After much discussion it was also decided that First Lutheran Church would be open to providing more of the cost of camp if needed.

## Old Business:

--Staffing update: Jim P. brought the council up to date that he, Kris and Pastor Sami have been interviewing candidates for the Office Assistant position. At this time there are two viable candidates for that position. Discussion about the importance of being able to have that person here on Sunday mornings.

--2021 Audit: Cyndee S. states that Laurel Goforth and Janice Harmsen will complete the audit prior to the next council meeting.

--One Time Event Guidelines: Marilyn H. continues to work on these guidelines. There was discussion about the amounts listed for fees and deposits. Pastor Sami and Marilyn will meet and solidify the guidelines prior to the next council meeting.

--Building and Parking lot use: Pastor Sami asked if notice has been given to the people who utilize the parking lot that the monthly fee will be going up on April 1.

--Sanctuary Sound System: no report at this time.

--Constitution and By-laws: tabled till later in the year.

--Tolo estate gift: tabled at this time.

## New Business:

--Updating account signatures on file at US Bank: Cyndee states that as there have been changes on staff and on council the signatures on file need to be updated. Pastor Keith Hohly and Jim Farrell's names need to be taken off and Pastor Sami and Kris L. names need to be added.

*Motion made to add Pastor Sami Pfalzgraf and Kristy Langdon's names to the checking and savings accounts at US Bank. Motion seconded. Motion carried.*

--PPP loan balance: Jim P. brought council up to date of the remaining balance from PPP loan that had been at UMB. Cyndee has moved that amount to US Bank and closed the account at UMB. Jim P. to send letter out to congregation to explain this process.

--Flashing repair: Jim P. states that the bill to repair the flashing on the west side of the building will be \$3785.00. Discussion about where to take this amount from as well as the amount for the boiler repair of \$1610.07. Money to be taken out of the Property Budget.

--Worship Streaming technology: Jim P. presents that there have been comments made regarding the continuation of streaming our worship services. Pastor Sami wrote a letter to congregation of the importance of continuing to provide this service in the future due to the numbers of people who are watching. A letter will go out to congregation stating that we are moving forward with improving worship experience by improving the sound system and microphone equipment.

--Key and Alarm Code policy: Jim P. presented the draft copy of this policy. Discussion about key deposit. It was decided that there would be a \$25.00 key deposit required for a one-time event. This deposit would be returned when the key is returned to the church. For those groups that are using the church more than once it was decided that if the key is lost the group would also be charged the cost of replacing the key which is \$13.00 at this time.

*Kris L. made the motion to adopt this policy. Sylvester H. seconded. Motion carried.*

--Office Policies and Procedures: Jim P. presented the draft copy and asked that it be read through and addressed at next council meeting.

--COVID protocols: Jim P. has asked that the committee reconvene again once Sarah S. is back in town to continue to look at guidelines and positivity rate in the county.

--Carol B. brought forward a request regarding continuing to serve meals once a month at The Haven and Juda Houses. Carol states that meals were served in January and February and the current director is asking for continued assistance in this manner. After discussion it was decided to invite the director to the next council meeting to speak directly to this request.

*Kris L. made the motion to adjourn the meeting. Sylvester H. seconded. Motion carried.*

Meeting adjourned at 8:31pm.

Meeting closed with prayer by Pastor Sami.

Respectfully submitted,  
Brenda Bass, Secretary