

The Lutheran Church of the Redeemer

Minutes of the Congregational Council Meeting – June 16, 2020

Present: Pastor Linderman, Judith Schaefer, Carol Dunbar, Barbara Nemchek, Kristen Kunz, Heather Layng, John Manke, Regina Karch, Gerhardt Lempp, Lauren Niederauer

Absent: Larry Thompson, Kirsten Buerkle

President Barbara Nemchek called the meeting to order at 7:35pm.

Devotions were led by Regina Karch.

Adoption of the May 12, 2020 minutes – Judith Schaefer moved to accept, Regina Karch seconded the motion. The motion was unanimously accepted.

Old Business: Thank you's were received from the Center for Food Action, St. Stephen's Grace, and Lutheran Social Ministries of NJ for their receipt of recent Endowment Fund tithes. Fellowship Committee Chair replacement still pending.

New Business: Council would like to make a memorial donation of \$500 to both The University Lutheran Church and St. Paul's Evangelical Church in the Philadelphia, PA area in Pastor Linderman's mother's name. John Manke moved to accept, Judith Schaefer seconded the motion. The motion was unanimously accepted.

Pastor's Report:

- a) Pastor Linderman thanked Council and the Congregation for all of their tremendous support over the last 2 months. He and his family were extremely appreciative for everyone's communications, the meal train, assistance with the lawn and for all of the outpourings of support they received.
- b) Pastor also explained that he and the Church Staff were working hard to retool their jobs during COVID-19 to continue to be able to deliver services to the Congregation and also the community. He thanked Fran, Stephanie, Diane and Jen Hommez especially for their hard work to which allowed for the continuation of Sunday services in Pastor Linderman's absence.
- c) Items of High Priority:
 1. Wishes to identify and share stories of goodwill during COVID-19 to share with the Congregation
 2. Will begin working on plans (COOP/EOP/etc...) with Carson Dunbar to have for future scenarios.
 3. Establish a Redeemer COVID-19 Fund to be utilized the following:
 - a) For the support of Redeemer families, individuals, and Ministry partners in need (St. Stephen's Grace, Crossroads)
 - b) Technical AV upgrades to allow for high quality, permanent live streaming in the event of another COVID-19 or alternate scenario.

The original Redeemer donors to the fund will remain anonymous to all but Pastor Linderman, Council President, and the financial secretaries. The amount to be contributed will come to \$10,500 after being matched according to a corporate employee matching program. Council would then challenge the Congregation to raise an additional \$10,000 for the Fund. Barbara Nemchek made a motion to accept, Gerhardt Lempp seconded the motion.

4. COVID-19 Reconstitution Plan – Discussion of details necessary to reinstitute outdoor and/or indoor worship services. These include the following:
 - Proper cleaning of the Sanctuary.
 - Ordering of masks, gloves, non-contact thermometers, hand sanitizer, and touchless hand sanitizer dispensers.
 - Plan for spacing and flow of parishioners entering and exiting church.
 - Everyone involved in service to wear a mask.
 - Take temperatures upon entry to the Sanctuary.
 - Cap the number of parishioners allowed to participate in the service – sign up in advance for the privilege of attendance.
 - Print all worship guides – no use of books.
 - Sign in with attendance sheet to allow for future contact tracing if needed.
 - Would elevator be allowed to be used?
 - How would Communion be handled? Administered behind plexiglass?
 - Would an assisting minister, lay assistants, acolytes, altar guild be present?
 - Open all windows in the Sanctuary.
 - It was suggested there be no singing – no choir as of yet?
 - Restroom availability?
 - Coffee hour to be hosted outside.
 - Take a survey of participants after first outdoor and indoor service to see how things might be improved.
 - Discussion of when to begin worshipping in person – possibly outdoors by July 26th? Possibly indoors by August 6th or 13th?
 - How we will handle in-person services if a spike in COVID-19 occurs in September or October?
 - Make a recommendation that older parishioners may want to hold off attending in-person services until NJ has better control of the COVID-19 infection rate.
5. Rally Day – Discussion of what Rally Day will look like this year? Might be more focused to highlight Sunday School and the church youth if possible.

Financial Reports:

- a) **Treasurer's Report:** Larry Thompson – Overall total expenses are less than expected and the entire budget is favorable by approximately 36.9K. This is the result of several factors including distributions from Endowment, the PPP Loan, and rent paid by LEAP for the months of April and May 2020. We will however, be short approximately 9-10K over the summer as LEAP will not be paying rent for June (6K) and July (3-4K) as school for the month of June and in-person summer VBS did not resume.

- b) **Financial Secretary's Report:** Fred Ufferfilge – Parishioners have been diligent in their giving for Palm Sunday, Easter, and throughout the Spring so envelope giving has been favorable at this time.
- c) **Motion to Accept Financial Reports:** Gerhardt Lempp motioned to accept the financial reports. John Manke seconded the motion. The motion was unanimously accepted.

Christian Education: Heather Layng – Stephanie, Heather, and volunteers will be piloting a remote Vacation Bible School this summer the week of July 6-10th. They hope for it to be a great success.

Evangelism: Carol Dunbar – See report and Social Ministry report.

Fellowship: Searching for Fellowship Committee Chair replacement.

Finance: Lauren Niederauer – At this point in time Redeemer's net cash position is at a healthy level of approximately 165K. The PPP loan which contributed to this amount totaled approximately 37K. Lauren will implement a cloud-based QuickBooks to prepare proper documentation for the SBA in order that our PPP loan can be forgiven as per government policy. Diane will purchase QuickBooks for \$75.00 and Lauren will oversee its upload and generate the required reports for the SBA. She will also give access permissions to all relevant accounting and financial officers. The system will allow for 2 digital signatures on all checks. The Endowment Fund stands at approximately 1.053M – it is up approximately 50K at this point in time.

Property and Grounds: John Manke – Haake Electric fixed the light in Church Office gratis and Uniscape has been also been caring for the lawn at the Parsonage similarly. Kristen worded thank you's to both Companies for their generosity and they were sent out by Diane promptly. Adam from AmpFX quoted 9K to John Manke for the install of a camera and hardwiring for upgraded streaming technology at Redeemer. John was also quoted a price of 12.5K to have the parking lot resealed and striped and received quotes for A/C in the Education Building and the Sanctuary for approximately 16.5K and 6.7K respectively. Upon reviewing current expenses and understanding the uncertainty of next year – Council prioritized the parking lot project to be completed at this time. Barbara Nemchek made a motion to approve the sealing and the striping of the Redeemer Parking lot not to exceed the amount of 13K. John Manke seconded the motion. The motion was unanimously accepted. The other two projects will remain on the docket to be revisited at a later time this year.

Social Ministry: Regina Karch - Carol Dunbar received information that The Valley Hospital was in need of protective masks. She shared this with Regina and the quilting group and they responded with over 80 masks to the Valley Hospital workers who were extremely appreciative.

Stewardship: Judith Schaefer - See report.

Worship and Music: Gerhardt Lempp – Gerhardt reported that Pastor, his staff, and volunteers had performed over 22 virtual church services since the start of COVID-19. The services have been extremely uplifting and Gerhardt thanked Pastor and everyone involved for their extraordinary efforts over the last couple of months in making this such a success.

Youth Ministry: Kirsten Buerkle – Baccaulaurite Sunday took place on June 28th. Waiting to receive news regarding Youth Gathering in 2021. Will start working on commitments this summer to begin fundraising.

Standing and Special Committees:

a) Endowment: John Karch – See report.

b) Redeemer Reminder: Reminder articles due by June 18th.

c) St. Stephen's Grace: Meredith Dykstra – See report.

d) Cemetery: Dave Daehnke – Cemetery has paid back its outstanding loan of 5.3K. At this point in time the Cemetery is financially sound.

e) Website: John Manke – See report.

f) Mutual Ministry: Peter Layng – See report.

A motion was made to adjourn tonight's meeting. Barbara Nemchek moved to accept, Judith Schaefer seconded the motion. The motion was unanimously accepted.

There will be a special meeting on Tuesday, July 21st at 7:30 pm to set a Reconstitution Plan and review finances for Redeemer.

A motion was made to adjourn tonight's meeting. Barbara Nemchek moved to accept, Judith Schaefer seconded the motion. The motion was unanimously accepted.

This meeting was adjourned at 9:38 pm and closed with The Lord's Prayer.

Respectfully submitted,

Kristen Kunz

Congregation Council Secretary