

# CGS Council Meeting Minutes

Tuesday, May 19, 2020, 6:30pm via Zoom

Present: Jean Herriges, Michael Flanagin, Laurie Gaumer, Joe Shackelford, Susan Duran, Skye Gordineer, Petra Menard, Rachel Visscher, Jean Hope, Pastor Manda, Jerry Clark

1. Opening Prayer (Petra)
2. Council read their [Behavioral Covenant](#)
3. Agenda Approved
4. [April minutes](#) approved
5. Devotion led by Pastor Manda
6. Motion to not meet in person for worship through June & July carried.
  - a. Council consulted the "Considerations for worshipping" article from the ELCA in addition to local, state, and federal health guidelines, and needs of most vulnerable people.
  - b. Pr Manda applied for a grant in the amount of \$1500.00 (from the Sierra Pacific Synod) to use for purchasing the necessary equipment to execute digital worship now and in the future as we potentially return to the sanctuary. Short term task force will put together equipment plan. Petra will liaise with this group.
  - c. While we continue worship online, we will add Zoom meeting coffee hour each week to help us with the lack of interpersonal connection.
7. Personnel Committee report
  - a. Committee is meeting regularly and working on the employee handbook. They will have some decisions to be made at next month's meeting.
8. Financials
  - a. Reports as of 4/30/2020: [Balance Sheet Budget vs Actuals expanded](#) [Budget vs Actuals short version](#)
9. ELCA CU and Paycheck Protection Program from the CARES Act
  - a. PPP loan applied for through ELCA credit union-- \$49K approved by SBA
  - b. ELCA credit union account opened for the purpose of applying for the PPP loan and will hold the PPP loan funds to aid in tracking spending so that qualification for the loan forgiveness will be more manageable

- c. Motion that we task the finance team with exploring other interactions with ELCA credit union after their 2021 budget process was carried.
10. Safe Car Park
- a. During the month of June it will be held in our parking lot. Good turnout of volunteers. Will use a combination of an outside cleaning service and Comfort's hours for bathroom maintenance. Doug's unused hours will also help maintain the parking lots free from debris. Treasurer will ask accountant to put SVSP income and expense on Income Statement as separate line items.
11. May Congregational Meeting after worship via Zoom on 5/31
- a. Election: Ballots due by 5/26. May 29 or 30 - Susan and Petra will count ballots and report results to Jean Herriges.
  - b. Agenda:
    - i. Report election results
    - ii. Council members report on ministries: Michael report on personnel and PPP program; Petra report on giving; Rachel report on Safe Car Park; Susan report on celebrating; Laurie report on bible study
    - iii. Breakout rooms with a council member in each room - Council members will ask how things are going. The council will work on the structure for this conversation over electronic means between now and May 30th.
    - iv. Celebrate, recognize, and thank staff and lay leaders-get everyone back together after breakout rooms-need to create a list to recognize specific names of those involved and what they contribute; look in breeze for those involved in specific groups; start by recognizing the staff with a gift card. For this meeting each Council member will speak about one of the staff and thank them for their work. Assigned as follows:
      - 1. Laura - Petra
      - 2. Daniel - Rachel
      - 3. Rey - Michael
      - 4. Venetia - Skye
      - 5. Doug - Jerry
      - 6. Comfort - Susan
      - 7. Ronny - Jean Hope
      - 8. Pastor Manda - Jean Herriges

- c. Motion to allocate \$1200 for 8 gift cards for staff members as thank yous. Is carried.
- 12. June Council retreat:
  - a. Cancelled due to COVID. Alternative plans are to hold 3 weekly Tuesday night meetings in June instead of the retreat. The meetings will be on June 2 at 6:30pm, June 9 at 6:30pm, and June 16 at 6:30pm. In these meetings we will conduct our monthly business and begin visioning for the 2021 fiscal year. The finance team will be invited to at least one of these meetings.
- 13. Council expresses their thanks to Laurie for being a wonderful treasurer.
- 14. Pastor's report:
  - a. YWCA inquiring about renting out space
- 15. Closing prayer given by PR Manda

Note:

Next council article to be submitted to Laura by June 9: Susan

Upcoming Council activity

Sunday, May 31: Congregational meeting

Tuesday, June 2: Council meeting

Tuesday, June 9: Council meeting

Tuesday, June 16: Council meeting