

# **Bethel Lutheran Church Council**

## **Agenda**

**Wednesday, February 9, 2022**

A monthly meeting of the Congregational Council of Bethel Lutheran Church was held on Wednesday February 9<sup>th</sup>, 2022. Pastor David Young, Council President John Fredericksen, Secretary Bruce Lothrop, Curtiss Grymala, David Look, Diane Milburn, Dustie Fisher, Lee Braithwaite, and Bookkeeper Kim Williams were present at the meeting.

### **Call to Order**

Council President John Fredericksen called the meeting to order at approximately 7:05pm.

### **Start of Council Year**

All present gathered around the baptismal font in the sanctuary for a ceremony commemorating baptism as a symbolic start to the council year. Following the ceremony council moved to Fellowship Hall to conduct business.

### **Minutes of the Prior Meeting**

Secretary Bruce Lothrop had distributed minutes of the January Council retreat to all members of Council prior to the meeting. The minutes were approved, as presented, by motion.

### **Financial Report**

There was no formal financial report because the meeting date fell too early in the month for Bookkeeper Kim Williams to compile complete numbers. Kim reported that offering received in January 2022 totaled approximately \$41,400, compared to \$33,000 in January 2021, and \$36,000 in January 2020.

### **Pastor's Report**

Due to other demands on his time, Pastor Dave was not able to submit a written Pastor's report, but he updated Council on several items of interest.

- Starting in Lent, congregants will be invited to come to the Dias for communion, but will still receive pre-made communion packets.
- Pastor Dave will be attending a meeting for the Advisory Board of Lutheran Southern Seminary from February 22-25.
- Pastor Dave will be on vacation starting February 27<sup>th</sup>. This conflicts with Ash Wednesday, on March 2, but Pastor Terry Hannon has agreed to officiate worship for that day
- A Disciple Bible Study class has begun with 12 students and 3 leaders. The class is being held by Zoom on Monday evenings.
- Adult Forum classes will resume after worship, and a schedule has been set.

## **Council Reports**

The “Up” team met Wednesday February 2<sup>nd</sup>. A theme for activities 2022 will be God’s abundance. The team is planning fifth Sunday Fellowship events, centered around “Faith Five” practices. The next month with five Sunday’s will be May.

## **New Day Planning**

### **Update on Plans**

Kim Williams reported that the project contractor needed clarification on a few points before formalizing the contract. In the original plans one restroom in the old Sunday School wing would be converted to a “Family Restroom”, and the other would be converted to storage space. The contractor suggested keeping both restrooms, both as single occupancy, gender neutral facilities, with one a larger with room for a changing table. The consensus of the group was that the two-restroom option should be pursued. Kim also requested clarification as to whether existing drinking fountains should be converted to include water-bottle filling stations. Council agreed that they should include water-bottle filling stations.

Kim requested permission from Council to include items listed as part of the “lower Bethel” phase if there are excess funds after allocating money to the sanctuary and narthex work. Such items could include ceiling repairs, flooring, lighting updates and painting. Council agreed such items could be considered, and requested specific estimates for such items. Dustie Fisher proposed that Council request a break-out estimate of lower Bethel tasks from the primary contractor so that items can be added into the scope of the project, if funds are available.

Kim reported that roofing repairs will begin as soon as funds from the new loan from First Bank are available.

### **Worship Location**

After discussion, Council concluded that a date to move worship from the Sanctuary to Fellowship Hall cannot be set until the primary contractor determines when they can begin work. Shortly after Easter would be ideal. Worship will continue in the Sanctuary until the work schedule solidifies.

### **Pew Storage**

Pews will need to be removed from the Sanctuary prior to the start of work. Council agreed that pews could be stored in hallways in lower Bethel, in Fellowship Hall, against the walls, or a combination of the two. Council agreed that pews should not be used for seating in Fellowship Hall unless they can be secured to keep from tipping.

### **Schedule work days:**

Work days to clean spaces where work will be done, designate items as appropriate for a yard sale, and dispose of unneeded items not appropriate for a yard sale will need to be

scheduled. Scheduling such work dates requires a general idea of the start date for the contractor.

### **Indoor yard sale**

The New Day Team would like to host an Indoor yard sale to dispose of items not needed at Bethel on April 2<sup>nd</sup> or 9<sup>th</sup>. The goal is to free storage space for items that need to be removed from work areas, and to dispose of clutter in the church.

### **Line of Credit**

A \$100,000 line of credit was extended to Bethel Lutheran Church by Jefferson Security Bank. Funds from the line of Credit were used to repair the Underground. When Bethel completes the loan from First Bank, proceeds from the loan will be used to pay off funds borrowed against the line of credit. If the line of credit remains open, Bethel will have the ability to borrow money from the line of credit in the future. Keeping the line of credit open provides flexibility if financing New Day projects, but does no harm if funds are not accessed. A motion was made to keep the line of credit open. The motion passed, unanimously by acclamation.

### **Commitment to Loan from First Bank**

Kim Williams will contact Gary Nichols to coordinate the next steps needed to secure the loan for \$600,000 from First Bank, as approved in the Congregational meeting on February 6<sup>th</sup>. A motion was made and seconded to approve borrowing \$600,000.00 from First Bank at a rate of 3.75% for a term of 25 years, as approved by the Congregation of Bethel Lutheran Church on February 6<sup>th</sup>. The motion passed, unanimously, by acclamation.

### **Date to Close Loan**

The closing date for the loan is contingent on First Bank's procedures. The draw schedule is expected to consist of a single payout, after closing.

### **Investing Unused Funds**

After discussion, Council agreed that any funds received when the loan is complete that need not be paid immediately to the primary contractor should be held in an extremely safe investment vehicle, such as a savings account, or a certificate of deposit. Limiting risk should be prioritized over a high rate of return.

### **Transfer of Financial Accounts**

A motion to approve transfer of all accounts from Bank of Clarke County to First Bank, as a condition of the loan offered by First Bank, with signature authority to be granted to Council President John Fredericksen, Vice President Vonda Wilt, Treasurer Betty Puffinberger, and Secretary Bruce Lothrop was made, and duly seconded. The motion passed unanimously by acclamation.

### **Contract Supervisor**

A representative for Bethel will be needed to review work, likely on a daily basis, and report any concerns to Council. Several people were suggested for the role. Council agreed that any candidate should have the opportunity to accept or reject the role prior to approval by Council. Nominees will be approached, and a vote on who will fill the role will be held at the March Meeting of Council.

### **Management of Day-to-Day Issues**

Council agreed that the Contract Supervisor would review work on a regular basis.

### **Change Orders**

After discussion, Council agreed that the Executive Committee, Kathryn Carpenter, and Kim Williams would review any request for change orders from the contractor, and approve or reject the requests.

### **Other New Business**

The youth group submitted a request for approval to solicit donations of school supplies and personal hygiene items to be distributed to Afghan refugees who settle in and around Frederick County. The youth will assemble donated items into packages to be distributed to refugees. A motion to approve the request was made, seconded, and passed unanimously by acclamation.

Karen Shipp requested approval to request donations for an annual Lenten food drive. A motion to approve Karen's request was made, seconded, and approved by acclamation.

Council discussed ideas to raise funds to support the New Day projects. Several names were submitted to lead, or participate in a team to lead fundraising. Pastor Dave and John Fredericksen will generate a proposed roster for such a team.

The Lutheran Youth Gathering for 2022 has been canceled due to ongoing concerns around the Covid-19 pandemic. As an alternative, Bethel is considering a Youth trip to Lutherrock near Asheville North Carolina for summer 2022.

Pastor Dave reported that he is participating in planning for a golf tournament to support Caroline Furnace's camp programs. At the March Council meeting he will ask Council to consider sponsorship of the event.

The meeting was adjourned at approximately 8:50 pm.