**Advent Lutheran Church – Church Council Meeting – January 15, 2020 Minutes**

**Present – Voting (n=8)**: Pastor Danielle Miller, David Richards, Miriam Sitz Grebey, Deanne Walters, Jon Dohlin, Norma Martin, Juan Minier, Bree Vandenburg

**Present – Not Voting** **(n=0):**

**Not Present – Excused** **(n=3)**: Michael Hammett, Bayardo Peralta, Blessing Tawengwa

1. **Call to Order**

David Richards led the Council in an opening prayer.

1. **Consent Agenda**

The Church Council accepted the consent agenda consisting of meeting minutes, staff reports, and financial statements.

* **Pastor’s Report** — Details pastoral concerns and provides updates about ministry, administrative, building, scheduling and other items.
* **Meeting Minutes** — Notes from the December Council meetings.
* **Financial Reports** — Dedicated Accounts and Statement of Activities—pulled for discussion. Note: The draft budget and salary worksheets have been moved from December to January Council folders on Google Drive, to avoid duplication.
* **Communications & Youth Report** — Provides updates about communications and outreach efforts and youth activities.

**Action** ***(Motioned, Seconded, Approved)*:** The Church Council voted to accept all items of the consent agenda as indicated above, pulling Financial Reports for discussion.

1. **Strategic Discussions: Presentations, Feedback, and Actions**

**Property/Security Update.**

Pastor Danielle Miller informed the Council that security cameras have been installed, along with a side video doorbell, and signage is up. There are still some kinks to work out, like short battery life, but staff and Property Committee are working toward solutions. The Property Committee is aware of what’s going on and looking for other solutions. The two assailants from the December invasion have been caught.

**Synod Grant Update.**

Pastor Danielle Miller reported that accepting a $200,000 grant will be put forward at the annual meeting. This does not mean that we are making a decision; rather, if we *choose* to renovate our space (specifically, the basement), a grant of $200,000 will be available.

Norma Martin moved that the Council accept the grant from the Metro NY Synod for the Immigration Welcome Center, to manage physical issues in the basement of our building.

**Action** ***(Motioned, Seconded, Approved)*:** The Church Council voted to accept the grant of $200,000 from the Metro NY Synod and present the grant at the Annual Meeting.

**Financial Reports.**

Deanne Walters reported that the 2019 Fiscal Year is not yet closed because of some final last issues to resolve. But with regard to our major accounts—Tiffany Windows, parsonage, Mission Fund—the numbers are up to date.

Pastor Danielle Miller informed the Council that 2019 ended at a predicted surplus of $5000-6000. The 2020 year-to-date actual is $39,269, and is in fact slightly higher because of additional one check still to be added, which puts us in line with our 2020 budgeted income. We’re in a better spot than anticipated, considering the individuals and families that have moved away. (The 2019 general income was budgeted for $450,000, and 2020 is budgeted for $400,000.)

Pastor Danielle also reminded Council that we owe the Synod a catch-up payment of $26,165 (representing half of the 2019 year, when we had pledged $52,330), as well as a pledged 2020 tithe (10 percent) in the amount of $40,000, paid in installments.

The 2019 surplus will go into reserves.

**Budget.**

Deanne Walters reported that the 2020 Draft Budget has a deficit of $12,275. The budgeted income for 2020 is $664,600 (compared to $729,300 budgeted/$477,518actual in 2019), which notably includes (among other changes):

* Decrease in budgeted draw from Mission Fund, as planned, from $45,000 to $40,000
* Decrease in weekly plate offerings, from $410,000 to $360,000

The Council’s goal is to deliver a balanced budget at the end of 2020.

The deficit will be made up for from (1) the reserves (the 2019 surplus), and (2) the Mission Fund.

**Action** ***(Motioned, Seconded, Approved)*:** The Church Council voted to accept the 2020 budget as proposed.

**Retreat and Next Steps.**

Kevin noted he would like to communicate continued momentum and next steps for the Visioning process at the Annual Meeting.

* End of March: Financial and Space Planning teams present ideas to the Congregation, tied into the March deadline to provide a plan to be independent of Mission Fund withdrawals within 5 years.
* There will be an update on Sunday, March 22. Financial Team will give a solid one; Space Planning Team (needs one more person at least) will have some kind of an update, even if just planned next steps of congregational listening groups and conversations around space.
* May 17: Congregational Regroup (before everyone starts leaving for summer).

Miriam Sitz will research what it would look to engage an architecture firm to help us understand what specific plans and budgets would look like for renovating and for new construction, given our mission and ministries.

**Annual Meeting**

* Discussion of New Approach. Pastor Danielle Miller suggested an approach that she and Kevin discussed of having an “FAQ” period at the beginning of the meeting, in which we proactively put forward some of the anticipated questions and answer them.
* Nominating Committee Report. The Council commends Norma Martin and the Nominating Committee for their work and approves the slate of nominations.

**Action** ***(Motioned, Seconded, Approved)*:** The Church Council voted to affirm the slate of nominations as presented.

* Recommendation for the Extension of Call for the Deacons. The Council approves extending our Deacon’s calls and recommends bringing the diaconal call extensions to the Congregation for a vote.

**Action** ***(Motioned, Seconded, Approved)*:** The Church Council voted to recommend that the deacons calls be extended.

* Amending Constitutional Quorum. The Council would like to lower our constitutional quorum percentage from 35 percent to 20 percent. The current quorum level of 35 percent is not feasible to attain in a congregation of our size, location, and members’ traveling dynamics. The Council is also considering whether telecommunication to meetings would be possible and permissible. The Council will announce at the Annual Meeting the intention to change constitutional quorum.
* Mailings. We will send out reports, agenda, description of Emmaus Collective and AMMPARO, budget summary, meeting minutes (to be updated)

1. **Next Meeting**

The next Council meeting will take place on **Wednesday, February 19, 2020 at 7:00 p.m.**

**Adjournment — Closing Prayer.**

Pastor Danielle Miller closed the meeting in prayer.

***Respectfully submitted by M.S. Grebey, 01/15/20***