

RLC Council Meeting
March 17, 2020

The meeting was called to order at 7:03 with a roll call and the following members were present: Jeff Kraus, Carolyn Nichols, Craig Barker, Katie Maxwell, Tim Bauer, Bill Smith, Melanie Franz, Steve Poage, Stephanie Thompson, Pastor Terri, and Pastor Tim.

Jeff opened with the “Prayer for a Pandemic” by Dr. Cameron Wiggins Bellm of Seattle, WA.

9c - Staff Compensation

Jeff presented an email drafted by Dave Amble related to the employee pay and work policy applicable to the period of time the CDC is closed and the church is not holding services. Carolyn moved and Tim seconded the motion to discuss the Pay and Work Policy.

Tim Bauer commented that it’s important that employees are held accountable for the work they are accomplishing at home (if they are working from home). We suggested all employees are required to submit a report of the work they are accomplishing at home with each time sheet.

- We suggested adding the word “temporary” in front of policy (second sentence) as well as in the subject line of the email to indicate this is short term policy.
- We changed one line to read: “If your position as an hourly employee allows you to work from home, you must have advanced approval and document the work performed to go along with your timesheet.”
- We would also like a closing sentence that says the policy will be monitored and revisited as the circumstances evolve.
- Council felt Dave Amble should be the one to send the document to employees.

Stephanie moved and Craig seconded to accept this policy email with the amendments as noted above. Motion was approved unanimously.

9i - Treasurers Letter to the Congregation

Jeff presented a letter written by Craig and approved by the Finance Committee for distribution to the congregation. There was not any significant discussion. Stephanie moved to approve and Bill seconded, motion passed unanimously.

9g & 9h - Other New Business

The Executive Committee discussed two other items, Conflict of Interest Standing Resolution and Parish Nurse, and that need to be sent back to committee for further clarification before they come before the Council for a vote.

9a - Suspension of worship/large gatherings

The council had a discussion about the decision to suspend worship/large gatherings.

9d – RLC Organizational Restructuring & Pastors Reports

The focus of their report was on the RLC organizational restructuring. Pastor Terri and Carolyn have been working on rewriting and organizing the handbook called “Ministers All the People” to help us understand the current make up of our committees and program offerings at RLC. The other item of focus is to start shifting our organizational view to be circular around Jesus Christ rather than hierarchical around a person or position(s). The goal is to increase communication, engagement, and organization to all the activities of RLC.

Pastor Tim talked about having a vision for shared leadership. In shared leadership, there is more of a committee structure which is comprised of staff, council members, and volunteers from the congregation with a passion for that service area. Reporting and communication is imperative to ensure silos are not created but instead eliminated through the sharing of information. This model is a wonderful way to engage many people and provide leadership opportunities for many. Committees could include:

- Spiritual Formation,
- Children Youth & Family,
- Communications,
- Facilities & Property,
- Finance,
- Generosity,
- Hospitality (Fellowship)
- In-reach and Congregational Care
- Nominating
- Social Action (Ministries)
- Technology
- Music, Worship & Arts

Carolyn shared that in talking with people who currently serve on committees or in leadership roles, there is a lack of clear vision and knowledge about what needs to be done and where to go to engage more members. Carolyn will share the work she has done to date and Pastor Tim will share the model from his church in Wisconsin.

Jeff asked for a vote of confidence to support the Pastors, Carolyn and others to continue in this work. The Council supports and encourages the efforts.

9e & f - Task Force and Call Committee

The transition task force will define who RLC is and who we want to be. This group will write a Ministry Site Profile (MSP) prior to the Call Committee being formed. The Council believes it would be important to solicit interest via a Call to Action asking people to submit their desire to serve on the transition task force or call committee. This helps ensure anyone who wants to be involved has an opportunity. It also provides more transparency to the congregation of our next steps. Jeff will draft an email to send to the congregation which he will send to Council for approval. The Council had much rich discussion about how to engage the congregation in this process.

9d – Continued Executive Committee and Council Meetings

Jeff asked for the Council's input on whether we would continue meeting and the group felt comfortable continuing to meet in person. If that changes for anyone, we can allow for call-ins to the meeting.

Treasurer's Report

Craig submitted a report for the Council's review. We need to be aware of the liquidity concerns facing the church. Our expenses are higher and our congregational giving is lower, especially with a lack of physical services taking place. We do have just under five months of mortgage payments in reserve, which is good. However, our operating cash on hand has decreased by \$22K from last month (\$159K to \$137K). The Finance Committee is watching the liquidity closely.

Craig moved and Katie seconded the acceptance of the Pastors Reports, Treasurers Report, Staff Reports, and February 18, 2020 and March 1, 2020 Council Minutes. All voted to approve.

Pastor Terri closed the meeting in prayer. Meeting was adjourned at 8:31pm. The next meeting is on Tuesday, April 21st at 7pm in Luther's Lair.

Vision Notes – Council Meeting on 3/17/2020:

- We received reports in advance from Youth & Family Ministries, Music Ministries, Property Committee, Finance Committee, Church Council Treasurer, and the HR Committee.
- Our meeting focused on discussing and approving new business items including:
 - The suspension of worship/large gatherings
 - Temporary pay and work policy for employees
 - Treasurer's letter to the congregation
 - A Call to Action will be sent to the congregation asking for volunteers to serve on the Transition Task Force and Call Committee.
- The Council is seeking two volunteers to attend the ELCA Grand Canyon Synod meeting in Las Vegas on June 11th and 12th.