

## Lutheran Church of the Incarnation Council Meeting Minutes

May 10, 2021, 6:30 pm

Council Member Roster: Lori Martin Bodhiprasart (2021), Jeff de Ropp (2023), Ed Green (2023), David Hartley (2022), Carol Huegli (2023), Paul Kolarik (2021), Karl Larson (2022), Becky Linvill (2022), Pr. Dan Smith

### Zoom Meeting

<https://us02web.zoom.us/j/87154752605?pwd=R0NNWUtTd1pZMUVKS1d2N0F2a0JaUT09>

Meeting ID: 871 5475 2605

Password: 690950

One tap mobile:

+16699006833, 871 5475 2605 #,1#,690950 # US (San Jose)

#### A. Introduction: Carol

Carol thanked our departing members Paul Kolarik and Lori Martin.

##### I. Devotion: Pastor Dan

Pastor Dan talked of unleashing passionate worship in the context of the sanctuary renovation.

#### B. LCI Renewal: Pastor Dan & Carol

##### I. Five Practices, Chapter 3: Discussion with Thought Questions

Dan led us in a discussion of examples of renewing worship and welcoming.

##### II. Committee reporting

Dan and Carol met recently with both the LCI Social Justice Committee and the Quilters group. The particular concern of the SJ group is if/when/how can they speak for LCI. The Quilters are interested in a wall where they can display their work; Dan has offered them wall space in the Fellowship Hall.

#### C. Pastor's Report (verbal report)

Pastor Dan reviewed our progress in resuming in-person worship, which has happened both on the back lawn as well as in the FH when the weather was not favorable for outside worship. He has purchased a large temporary shade structure for outside worship. Dan has been very active with the Sanctuary Renovation Task Force. Several new people have been attending our resumed in-person services. Dan also attended via Zoom the Synod Assembly and gave us some information on the election of the new bishop, Megan Rohrer.

#### D. Approval of April Council minutes: Lori

Lori moved to approve minutes, Jeff seconded, passed 7-0-0.

#### E. April Treasurer's Report: Karl

Report presented, no discussion.

#### F. President's Report

##### I. Nominating Committee

No one volunteered for Council service for the 3 spaces available starting June 1. No one volunteered anyone else. The Nominating Committee approached several qualified

people but all declined; most are already serving LCI in other capacities.

- II. May 16 Congregational Meeting  
Plans for the upcoming meeting were discussed.

G. Committee and other Reports (attached)

- I. Sanctuary Renovation: Ed Green
- II. In-person service report: Gretchen Peralta
- III. Social Justice: Becky Linvill

## In Person Worship Update as of 5/5

As of our May 2<sup>nd</sup> Service we are moving along slowly and safely with flexibility in mind.

1. The usher team is incredible and very flexible. We pretty much thought we had “set-up” down pat until the almost gale force winds required quick thinking and adjustments.

Due to the discomfort of the West lawn sun for congregants, we decided that things would change a bit in that congregants would be placed in the shade of the patio and Pastor Dan’s team would be under pop-up tents on the lawn beginning May 2<sup>nd</sup>. So much for the “plan”.

The wind came up and blew the pop-up tents down and it was quickly noted that another change was necessary. We quickly moved into the Fellowship Hall with distancing of chairs. The most positive was the ability to open doors and encourage ventilation.

2. THE most frustrating and concerning component of our service is the lack of attention to the need for RSVPs. While we understand this unusual process, it is critical for everyone to pay attention....an example was the 19 who RSVPd for May 2 and the 40+ who showed up!

While we are enjoying the increased attendance, the lack of RSVPs makes it incredibly difficult to provide for safe distancing! This is something that everyone will need FREQUENT reminders in order to allow for appropriate distancing and safety for others, RSVPs are MOST important and imperative.

3. While it is not a plan at this point to stay in the Fellowship Hall for service, it may be an (unavoidable) option beginning summer and the excessively warm-hot weather. It will depend upon the County’s tier status remaining at yellow or better and more second vaccines for congregants. I expect to be more confident in another month or so. I am aware that decisions, as they change, may continue not to be.
4. There is discussion that ushers may be moving back to Karen Slaubaugh’s Witness and Service Committee. The difficulty of being an usher at this time is the physical need to be moving chairs around. Although there is need to alternate assignments to the Greeter and Welcome Table.
5. A final thought is the slim possibility of using the sanctuary for services....the greater space would more easily allow for safer distancing. There is some question about ventilation but that may not be a critical concern as time moves along.

## LCI Update Addendum for 5/11/21

Attendance at last 2 In-person Services remains about the same at 50 which includes staff.

Continue to see people arrive without RSVP yet was less this last week (5/9). Jeff and the office staff must continue to frequently remind everyone to please RSVP for services in order to safely provide seating for everyone. Considering adding names to chairs as was done for Memorials to facilitate seating "assignments".

Last 2 Services have been in Fellowship Hall due to wind and have worked well. Anticipate an out-door service 5/16 as new, sturdier tent for Staff now available thus allowing for congregants to be seated on covered patio. Although as heat increases we will need to consider returning to the Fellowship Hall.

Carol Huegli has "offered" to coordinate the Service 5/16 as both Karen and I will be out of town. I will be available to help with set-up prior to leaving

Karen Slabaugh will be contacting the Congregation to explore additional volunteers for her committee.

# Lutheran Church of the Incarnation

## Balance Sheet

As of April 30, 2021

### Bank Accounts

4 MM - First Northern Bank	69,146.76
8 First Northern Bank - operating	243,731.56
<b>Total Bank Accounts</b>	<b>\$ 312,878.32</b>

### Operating Reserves

20117 Memorial Fund	11,856.41
20213 Worship/Music Reserve	2,829.34
20214 Flower Fund	996.09
20301 Pastor's Discretionary Fund	2,947.14
20500 Youth / Day Camp / Mt. Cross	4,276.03
20551 Mission Trip Fund	4,213.01
20614 Hospitality	1,361.36
20759 Major Maintenance Reserve	32,183.65
20776 Sanctuary Renovation	131,470.24
20777 Property Infrastructure Reserve	26,421.00
24150 Operating Reserve (PPP funds)	13,958.57
<b>Total Operating Reserves</b>	<b>232,512.84</b>

### Protected Reserves

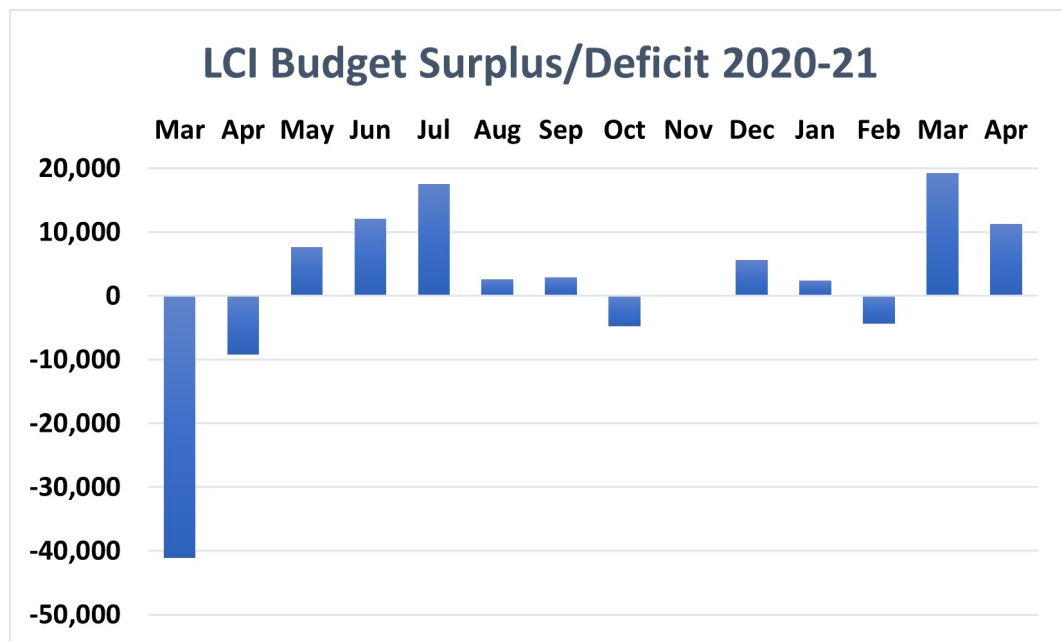
20760 Columbarium Fund	39,131.81
24151 Endowment Fund	30,014.95
<b>Total Protected Reserves</b>	<b>69,146.76</b>

Total of all bank accounts	312,878.32
Less all reserves	301,659.60
<b>Operating cash surplus</b>	<b>11,218.72</b>

Mortgage Principal Balance	500,144.57
----------------------------	------------

### INCOME

Undesignated Income	Jan - Mar, 2021	Apr 2021	YTD
41000 Income			
41100 Envelope Offerings	43,494.05	23,984.80	67,478.85
41200 Loose Offerings	19,646.88	3,465.00	23,111.88
41320 Rents Other	3,288.00	1,644.00	4,932.00
41400 Other Income	300.00	100.00	400.00
<b>Total General funds Income</b>	<b>66,728.93</b>	<b>29,193.80</b>	<b>95,922.73</b>
Designated for Operating Reserves	16,767.74	2,424.30	19,192.04
Designated for Protected Reserves	6.72	2.20	8.92
Designated for Benevolence	442.50	112.50	555.00
<b>Total Income</b>	<b>83,945.89</b>	<b>31,732.80</b>	<b>115,678.69</b>



# Lutheran Church of the Incarnatic

## Spending vs Budget 1-1-21 to 4-30-21

	Actual	Budget	%
<b>Expenses</b>			
60000 Benevolence Funds			
60100 Synod Mission Support	900.55		
<b>Total 60000 Benevolence Funds</b>	<b>900.55</b>	19,250.00	4.7
61000 Worship			
61200 Altar Supplies	88.97		
61215 Devotional Booklets	183.61		
<b>Total 61000 Worship</b>	<b>272.58</b>	8,080.00	3.4
62000 Witness			
<b>Total 62000 Witness</b>	<b>0.00</b>	1,750.00	0.0
64000 Learning			
64502 Adult Education-Bible Studies	150.30		
64551 Youth - LCI Activities	493.54		
<b>Total 64000 Learning</b>	<b>643.84</b>	4,450.00	14.5
65000 Congregational Events			
65600 Synod Assembly	300.00		
<b>Total 65000 Congregational Events</b>	<b>300.00</b>	3,500.00	8.6
66000 Stewardship			
<b>Total 66000 Stewardship</b>	<b>0.00</b>	950.00	0.0
67000 Administration			
67700 Office Supplies & Equipment	916.31		
67703 Social Media & Advertising	180.00		
67704 Bookkeeper	230.00		
<b>Total 67000 Administration</b>	<b>1,326.31</b>	8,900.00	14.9
68000 Property General Maintenance			
68750 General Maintenance & Supplies	1,203.42		
68751 City Services	2,475.08		
68752 Telephone	452.16		
68754 Utilities - PG&E	1,428.44		
68755 Utilities - Solar	1,600.00		
68756 Property Insurance	3,460.00		
68757 Cleaning Services	260.00		
68772 Mortgage (est 2015) Interest	6,443.11		
<b>Total 68000 Property General Maintenance</b>	<b>17,322.21</b>	83,100.00	20.8

	Actual	Budget	%
70000 Support Staff			
70701 Administrative Asst Pay	1,052.79		
70703 Youth Director Salary	4,470.91		
70706 Music Director Pay	5,469.00		
70721 Payroll Taxes	3,265.07		
70722 Payroll Service Fees	626.70		
<b>Total 70000 Support Staff</b>	<b>14,884.47</b>	67,520.00	22.0
71000 Pastors Compensation Package			
71900 Defined Compensation			
71901 Net Salary	11,928.48		
Pension	3,215.44		
<b>Compensation</b>	<b>15,143.92</b>		
Benefits			
71903 Housing Allowance	14,800.00		
71904 Benefits- Retirement	2,233.29		
71905 Benefits- Health	9,300.00		
71906 Benefits- Disability	335.01		
71910 Benefits- Basic Group Life	156.33		
<b>Package</b>	<b>41,968.55</b>	140,430.52	29.9
<b>Total Expenses</b>	<b>77,618.51</b>	<b>337,930.52</b>	<b>23.0</b>

Target after 4 months is 33.3% spending,

so we are well under that!



Overall — Main focus this past month has been on demolition, preparing the floor and identifying what is needed to get building plans moving to completion. Going forward we will need to establish costs for separate elements of renovation to guide priority decisions.

#### Status of Sanctuary Demolition—

Cudo Thanks to Bill Green and team for demolition and carpet removal. Bill has been very responsive and interested in overall renovation. Sacristy removal scheduled for Monday which will reveal HVAC air returns.

#### Floor Prep—

Mike Miller & team have completed the rough grind in the Sanctuary and Narthex to prepare it for later installation of colored theme. A final artist rendering has been submitted featuring the river of life and tree of life theme including where God has placed us in the Putah Creek watershed.

#### Status of Building Plans —

McCandles's (Arch) overall building plan depends on using engineering subs for electrical, mechanical, structural components of building plans. At the moment the costs involved are ca. \$8,000. We are approaching a decision point about engaging them. To guard against over engineering and expense Bill Green has volunteered to meet ASAP with Building Department to identify specific requirements the city needs for our project. Bill will also begin developing pricing detail for the project (i.e. water proofing SW wall, sheet rocking walls and tower, electrical and wing ways L & R of alter). Ben Wohlrich will be his source for the electrical plan estimate. There may be weaknesses in our existing wiring that will require attention.

#### Audio/Visual —

On the bright side, opening the Sanctuary space has had a very evident improvement in unamplified acoustics!

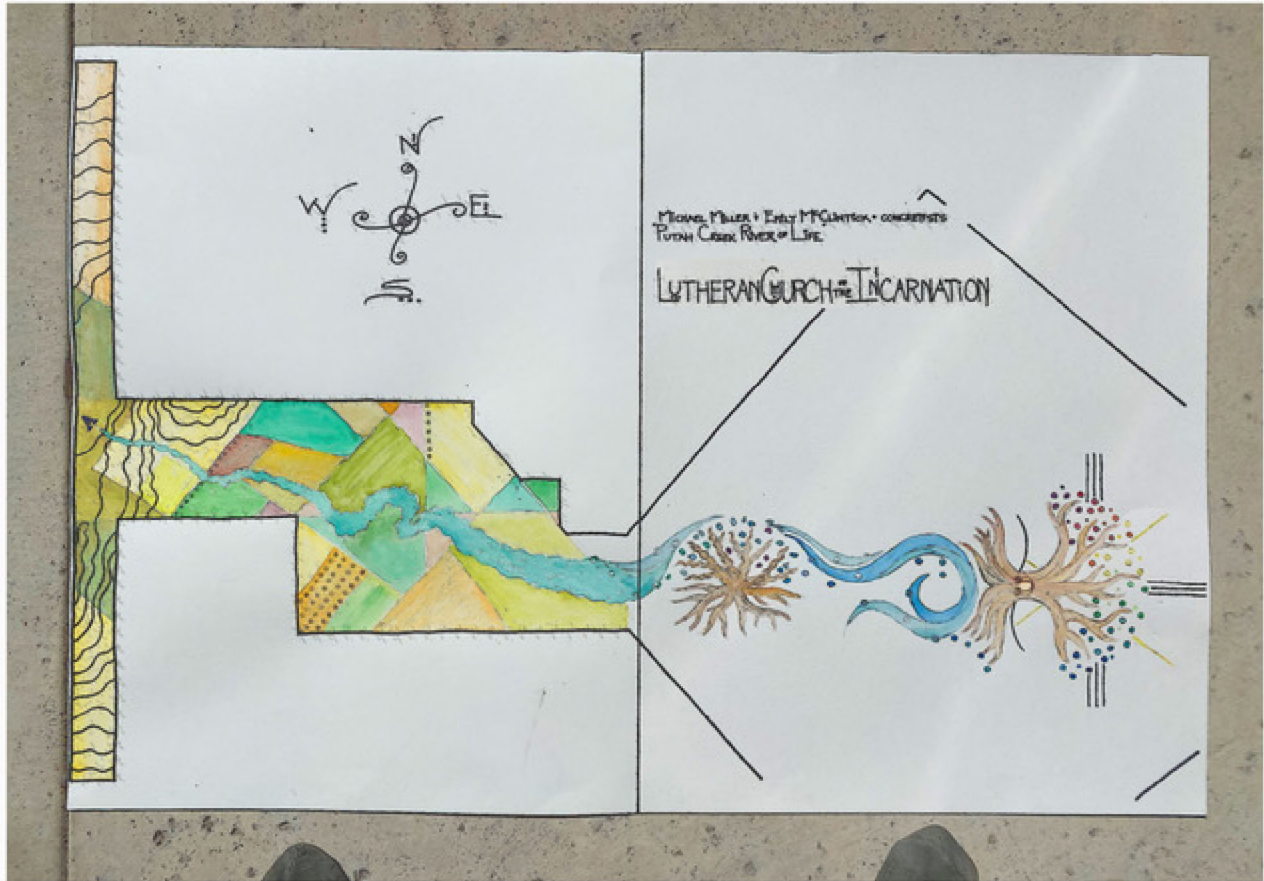
Developing of an A/V plan though is in an early stage. Two professional installers have provided “gold plated” cost estimates that are unrealistic. We are awaiting a response from Best Buy based on a recent meeting with their team. We need to explore additional options as well, preferably a local provider/installers if possible for ongoing maintenance (...I can't forget the old organ fiasco).

HVAC — Replacing current system may need to be coordinated with overall renovation to satisfy current codes. The suspect issues are the current air returns and

addition of fresh air to conditioned air. Blakes bid will cover current state and city permits but it is TBD if they can provide drawings for our overall building plans.

**General Contractor** — Helpful discussion with Craig Lundgren about overall benefits.





**Social Justice Committee  
Minutes  
4/20/21**

**Attendance: Lee Grayson, Vernon Holmes, Ellen Kolarik, Becky Linville, Jill van Zanten, with guests Pastor Dan Smith and Carol Huegli**

**1) Guests Carol Heugli (LCI council president) and Pastor Dan Smith:**

1. Carol and Dan shared the council's plan for 2021. The focus is intentional outreach to members and newcomers, sharing faith stories, reaching out to our geographic neighborhood and serving the community as a witness to God's love.
  2. Discussion regarding using the LCI name on advocacy statements created the following general guidelines
    - a. All statements should be evaluated through the lens of the council plan noted in 1) 1.
    - b. If there is time, share with Council through the president (Carol H) and Pastor Dan. For very hot button issues, they will discuss with the executive committee for a fast turn around. In this situation, council and Social Justice would agree together the appropriate level of support.
    - c. If the window of opportunity is very short and the goal of the statement is unambiguously consistent with our historical mission (e.g. in support of one of our long time MMP's) OR if it is consistent with the mission statement of the ELCA, LOPP or Bread of Life, and there is a quorum of support within the Social Justice Committee, then Social Justice can support the statement under the name of LCI.
    - d. If the window of opportunity is very short and the goal of the statement is consistent with our historical mission (e.g. in support of one of our long time MMP's) OR if it is consistent with the mission statement of the ELCA, LOPP or Bread of Life, AND there is a quorum of support within the Social Justice Committee YET there are nuances to the statement which are not clearly consistent with our own historical mission, the ELCA, the LOPP or Bread of Life - then Social Justice **can support the statement** under the name of the Social Justice Committee of LCI or under the names of the Social Justice Chairs as they see fit.
    - e. Any member of the LCI including members of the Social Justice Committee can support any public statement as they see fit, as an individual, i.e. John Doe (Pastor, LCI) or Jane Doe (Co-Chair, LCI) Social Justice committee), or Janet Doe, (Member LCI).
    - f. Social Justice currently has 5 active members. After discussion, the group agreed that a quorum will be 4 members. To enlarge the member voting pool, proxy votes can be counted by contacting members by phone, email or text.
- 2) Interfaith Rotating Winter Shelter (IRWS)/ Heart of Davis:** Given the successful partnerships of IRWS with the City of Davis, Communicare and the Yolo Food Bank during our last and most unconventional cold weathering sheltering program, IRWS is ready to

expand its mission to include steps toward permanent housing. Thus, IRWS has changed its name to HEART or “Homeless Emergency Assistance and Re-Housing Team”. Their new mission statement is “Assist people experiencing homelessness in the Davis community to obtain shelter, housing & supportive services”. The vision is to establish a year-round non-congregate emergency shelter, provide support services, and assist those who are looking for housing” It is unclear how this will play out for 2021-2022 as so much depends on funding from City, County, State and Federal sources. Much of this year's program was funded from one time grants. HEART will keep us in the loop as the discussion evolves.

## Information Only

- 3) **Social Justice Mission Statement:** The mission statement below was reviewed briefly by the committee and it was agreed that this statement remains consistent with our mission and goals as practiced today.

**Our mission is to celebrate faith through service to the community. Our goal is to provide our members opportunities to serve our local and global neighbors and to advocate for social reform and for the environment.**

- 4) **Multi-faith Social Justice Coalition:** Roy Kaplan of Bet Haverim has spearheaded the creation of a google group bulletin board in which Social Justice activities from multiple religious congregations to which the greater community are invited are posted. While encouraging a very positive exchange of ideas between religious communities and builds the interfaith community, this has opened the door to a flood of notices on webinars and speakers.

**Action Plan:** Notices will be sent to Jill van Zanten who will work with Jeff de Ropp who currently assisting with website maintenance and electronic messaging. Whenever possible, notices will be simplified with the reader directed to the LCI website for more information. Additionally, the 2 will work on the timing of the notice to reduce redundancy. SJ also to suggest that a monthly calendar of events be maintained on our website similar to that of the St. James Catholic church website.

- 5) **Color of Law Book Study:** Jill and Ellen are working with Bet Haverim member Cynthia Goldberg to create a one unit introduction to government policy and segregated housing in the US. The source material is again pulled from the Color of Law. This program is the middle session of a 3 session structure – with the first event (4/18) “Memories and Inconvenient Truths”, Color of Law (5/2) and the last event (6/6) “Setting the Stage: Deepening Racial Understanding”. The Unitarian Universalist Church in Davis (UU) is coordinating with Bet Haverim. Interested individuals can dive deeper into the Color of Law with UU's 3 session program which will follow the script we created. Both groups will welcome non-members to attend with their offerings posted on the Multi-faith Social Justice Coalition google drive bulletin board. University Covenant is interested in creating its own program Finally, 2 other congregations, University Covenant and another congregation in West Sacramento are looking at doing their own book studies of the Color of Law at the suggestion of members that participated in our program.
- 6) **Social Justice Outreach:** Social Justice currently has 5 active members and 2 additional members who participate when they can. Historically, Social Justice has sponsored monthly pen and paper style letter writing advocacy between services. **Pre- Covid, Becky had reached out to the congregation regarding the option to continue this tradition through the venue of the**

LOPP which sponsors weekly meetings with suggestions on advocacy interventions. (This group currently functions under the name of Advocacy in Quarantine but will select a new name after the pandemic clears.) Lee suggested reaching out to former and occasional members in SJ both to expand participation and to insure broad input when needing consensus regarding supporting public initiatives.

**Action Plan:** At our next meeting, create an action plan to be completed annually to reach out to our congregation regarding participating in our committee. Becky to share with members previously interested in pen and paper letter writing the opportunity to sign on to this group for guided electronic messaging.

- 7) **Lutheran Lobby Day:** 9am -3pm 5/19/21 – all are welcome to register at the Lutheran Office of Public Policy website.

**Information Only.**

- 8) **Permission to Feel:** Lee shared useful background regarding how the precepts in the book might serve our group.

**Action Plan:** 30 minutes of our next meeting will be devoted to discussing the precepts in Part One pps.1-67

**Next meeting 6:30 pm 5/18/21 by Zoom**

Respectfully submitted,  
Ellen Kolarik