

# **Lutheran Church of the Incarnation Council Meeting Minutes**

April 14, 2026 at 6:30 pm

Council Member Roster: Tim Paulson – President (2026), Karen Slabaugh – Vice President (2027), ~~Kathryn Schnaible (2026)~~, Kenny Doss – Secretary (2026), Ralph Holderbein (2027), ~~Mark Bandstra (2027)~~, Judy Hull (2028), Adam Zufall (Filling 2028 Vacancy Through 2026), Dan Walker (2028), and Pr. Dan Smith

Scheduled Attendees: Regina Banks – Pastoral Intern, Courtney Doss – Treasurer

## **1. Introduction (6:36pm)**

- Karen called the meeting to order at 6:36pm
- Mark and Kathryn were absent from meeting

## **2. Approval of Meeting Agenda: Kenny (6:37pm)**

- a. Voting Item – Requested Action: Approved agenda as written
- Judy requested that the Council discuss her resignation from Council under Agenda Item 6.b.
- Kenny made a motion to approve the agenda as written, with the requested agenda item added. Second: Karen. Vote 7-0-0. Motion passes.

## **3. Prayer/Devotion: Pastor Dan (6:40pm)**

- Reflection from Deuteronomy 31:8

## **4. Pastor's Report: Pastor Dan (6:48pm)**

- a. Review written report
- Voting Item: Pr. Dan requested Council accept the individuals listed in the report into membership at LCI. Karen made a motion to accept the individuals listed in the report into membership at LCI. Second: Dan W. Vote 7-0-0. Motion passes.

## **5. Treasurer's Report: Courtney (6:52pm)**

- Tim arrived at 6:57pm
- Discussion regarding members of the congregation attending the synod assembly. Dan W. expressed his interest in attending.
  - a. Review financial reports
- Additional items were addressed below:
- Property tax exemption filing with County of Yolo. Due in February and working to see what can be done about filing as soon as possible.
- Review of income tax withholdings for LCI employees
- Review and update balance sheet with more accurate values
- Rental income: ensure robust recordkeeping (income vs. expenditures for tenants) for possibility of audits in the future
- Use of PayPal for offerings and associated service fees. Regina discussed use of Banco which is similar to PayPal but has lower fees and is ELCA approved.
  - b. Easter offering designation
- Council deliberated and determined that offering will be placed toward general fund. If a special offering is suggested in the future (i.e. during Easter or Christmas services), the congregation should be informed of the special offering designee prior to or during worship.

## **6. President's Report: Tim (7:18pm)**

- a. AED update – Purchase/Install (Tim/Dan W.)
- Pr. Dan to purchase, Dan W. to direct Pr. Dan as to the correct equipment to purchase based on prior Council approval.
- b. Council member terms ending May 2026: Tim, Kathryn, Kenny, and Adam
- Judy requested her resignation from Council effective immediately. Judy's Council position will be a vacancy through 2028.
  - i. Form nominating committee by April 2 – Report due by May 12
  - ii. Electing Congregational Meeting – May 17
  - iii. Election of Officers after Electing Meeting

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1. Officers are President, Vice President, Secretary, Treasurer, Financial Secretary

iv. New Officers/Council Members begin service June 2026

c. Landscaping Contract

- Currently, the landscaper (Danny) is being paid \$500/month in accordance with the current budget. Tim met with Danny to discuss future landscaping operations on the property. Danny proposed increasing the landscaping price to \$2,500/month for three months (May, June, and July) to conduct major work on bringing the landscaping back to a more suitable state. Total cost for this initial cleanup period is \$7,500. The ongoing cost to keep the landscaping at a more suitable state would be \$1,000/month from August onward. Council requested Tim receive a written proposal from Danny which outlines his job tasks for the proposed work.
- Voting Item: Tim made a motion to increase landscaping payments to Danny to \$2,500/month for three months (May, June, and July) and \$1,000/month from August onward. Costs for May, June, July which total \$7,500 are to be taken from the Major Maintenance Reserve. Second: Kenny. Vote 7-0-1. Motion passes.
- d. Safe Parking Update
- Council understands that more volunteers are needed in order to host this on the LCI property. Council intends to remove item until Social Justice Committee can return with an update and requested Council action.

### **7. Approval of March Council Meeting Minutes: Kenny (7:45pm)**

- a. Emailed on 4/13 for council review. Post on website after approval.
  - i. Voting Item – Requested Action: Approve minutes as written
- Kenny made a motion to approve the minutes as written. Second: Judy. Vote 8-0-0. Motion passes.

### **8. Other Reports (7:47pm)**

- a. Wifi/Internet Upgrade Update (Mark)
- Voting Item: Karen made a motion to change the LCI internet system as proposed in the documentation provided by Mark. Second: Dan W. Vote 8-0-0. Motion passes.
- b. New Church Musician Update
- Position description was circulated and posted to solicit qualified applicants. Applications are expected to be submitted by the end of April. Council discussed the cost of hiring both a church musician and cantor.
- c. Property Committee Updates (Kenny)
  - i. Water use discussion
- AquaHawk continues to indicate an approximately 15 gallon per hour leak on the water meter. Tim to set up a meeting with Danny and Kenny to discuss.
- ii. Columbarium vandalism
- Council decided to take no additional action on this item.
- iii. New computer purchase
- Current office computer at LCI is no longer functional and needs to be replaced. A proposal was submitted to Council to purchase a new computer: \$1,549.99 for the computer and \$700.00 in services to transfer data from old computer and setup new computer. Total requested funding: \$2,249.99
- Voting Item: Kenny made a motion to approve an expenditure not to exceed \$2,500 for a new LCI office computer and associated services. Second: Judy. Vote 8-0-0. Motion passes.
- d. Other General Liaison Reports (Education, Worship/Music, Hospitality, Social Justice, Stewardship)
- Bob Willse announced as the Education Committee chair
- Worship and Music Committee to have their next meeting on May 2
- Social Justice Committee to have a film screening on April 26

### **9. Other Business (8:26pm)**

- Ralph purchased a new digital snake for the audio/video system in the sanctuary
  - a. Continue to post Council agendas/minutes on LCI website
  - b. Sunday Property Closer for April: Mark | May: Kenny

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**Adjourn 8:29pm**

**Next Executive Committee Council Meeting = May 5 at 6:00pm**

- **Please provide agenda topics to Secretary by this date**

**Secretary to send out/publish agenda = May 10**

- **Please provide all supplementary materials to Secretary by this date**

**Next Council Meeting = May 12 at 6:30pm**