

Lutheran Church of the Incarnation Council Meeting Minutes

April 20, 2022, 7:00 pm by Zoom

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

A. Introduction: Carol

B. Pastor's Report (verbal)

1. Inside worship this Sunday.
2. Pastor Dan busy with pastoral care; meeting new people who came on Easter.
3. Need one male and one female member for Synod Assembly.

C. Approval of March Council minutes

Seconded by Jeff, approved unanimously

E. March Treasurer's Report (attached): Karl

F. Vice-President's Report:

A. new CA laws/regulations: (see attachments)

- 1) Child safety from abuse
- 2) Anti-sexual harassment
- 3) Cal Savers (with motion)

MOTION: LCI will opt-out of the Cal Savers program (pending confirmation we could opt in at later date).
Motion seconded by David and approved unanimously.

B. Office Admin position (see attachments)

MOTION: LCI will hire Lindsey Burns to perform Office Administrator duties at a salary of \$10K/yr. (This will be in addition to her position as Youth Director). Motion seconded by Karl and approved unanimously.

G. President's Report

1) Nominating Committee update:

Karl and Becky will "re-enlist" for two-year terms. Bob Kerr, Vern Holmes, and Jenny Fortuna nominated for three-year terms. Congregational vote to take place May 22.

2) Sanctuary HVAC Update:

HVAC guy and general contractor in communication. Some redo of vents necessary (in progress).

3) Sanctuary AV Update

Our ad hoc AV team has put together a plan. The drawings are going to the electrical contractor. The AV planning team is Ralph Holderbein, John Huegli, and Jeff Schulz. They have had multiple meetings, including with SRTF, and have come up with construction drawings and list of AV equipment to buy. The tentative budget is \$10K. We will make a special appeal for the AV funding on the Big Day of Giving, May 5.

H. Committee and other Reports (attached)

- 1) Social Justice
- 2) Mutual Ministry (submitted by Chris Bruhn)

Lutheran Church of the Incarnation

Balance Sheet

As of March 31, 2022

Bank Accounts

4 MM - First Northern Bank	68,404.10
8 First Northern Bank - operating	349,125.29
Total Bank Accounts	\$ 417,529.39

Obligations

20115 MMPs	0.00
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Operating Reserves

20212 Sanctuary AV	500.00
20213 Worship/Music Reserve	4,455.69
20214 Flower Fund	996.09
20301 Pastor's Discretionary Fund	2,832.92
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	65,090.14
Total Operating Reserves	\$ 83,725.24

Protected Reserves

20760 Columbarium Fund	38,376.50
20776 Sanctuary Renovation	254,382.73
24151 Endowment Fund	30,027.60
Total Protected Reserves	\$ 322,786.83

Total of all bank accounts	417,529.39
Less all reserves & obligations	406,512.07
Operating cash surplus	11,017.32

Mortgage Principal Balance	490,776.26
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Undesignated Income

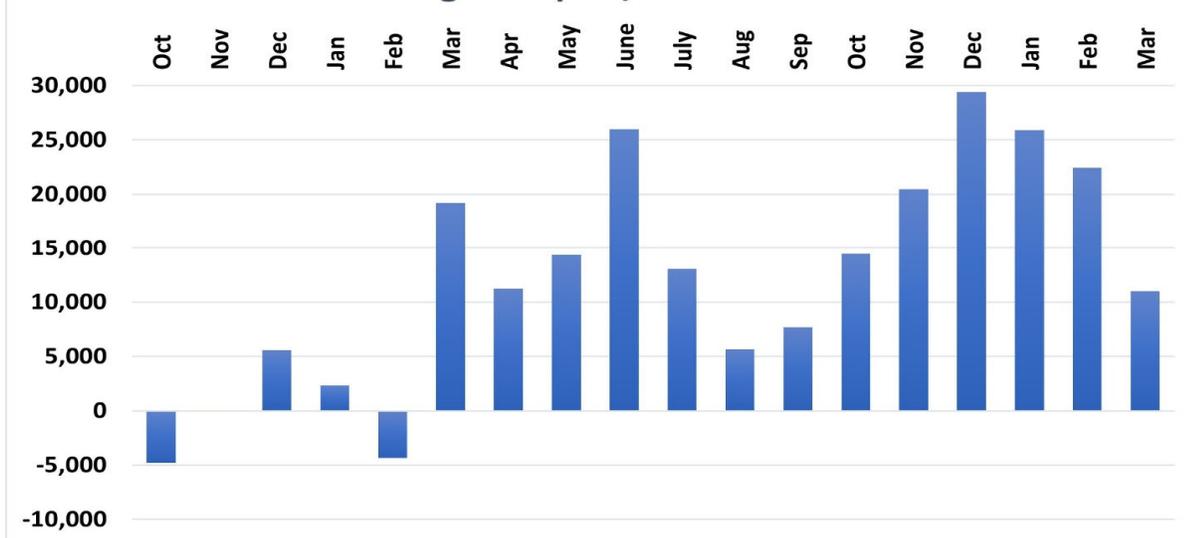
	Mar 2022	YTD
41000 Income		
41100 Offerings	11,584.90	44,023.61
41310 Rents Applegate Nursery	1,751.00	3,502.00
41320 Rents Other	156.00	440.00
41400 Other Misc Income		
Total 41000 Income	13,491.90	47,965.61

Designated Income

Designated for Operating Reserves	1,500.00	5,342.54
Designated for Protected Reserves	197.63	1,165.91
Designated for MMPs	0.00	215.00
Total designated income	1,697.63	6,723.45

Total Income	15,189.53	54,689.06
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LCI Budget Surplus/Deficit 2020-22



Lutheran Church of the Incarnati

Spending vs Budget 1-1-22 to 3-31-22

	Actual	Budget	%
Expenses			
60000 Benevolence Funds			
60100 Synod Mission Support	3,022.70		
Total 60000 Benevolence Funds	3,022.70	9,500.00	31.8
61000 Worship			
61200 Altar Supplies	255.26		
61202 Music Licenses etc	669.35		
61203 Rooted services	49.96		
61213 Piano Maint	200.00		
61215 Devotional Booklets	27.30		
Total 61000 Worship	1,201.87	5,630.00	21.3
6200 Witness			
62300 Social Justice Committee			
62301 Pastor Outreach	26.81		
Total 62000 Witness	26.81	1,525.00	1.8
64000 Learning			
64500 Sunday School	44.07		
64501 Confirmation Ministry			
64502 Adult Education-Bible Studies			
64551 Youth - LCI Activities			
Total 64000 Learning	44.07	6,715.00	0.7
65000 Congregational Events			
65600 Synod Assembly			
65603 Congregational Events	96.91		
65612 Professional Leadership			
Total 65000 Congregational Events	96.91	3,500.00	2.8
66000 Stewardship			
Total 66000 Stewardship	0.00	950.00	0.0
67000 Administration			
67700 Office Supplies & Equipment	933.24		
67701 Postage	60.00		
67703 Social Media & Advertising			
Total 67000 Administration	993.24	9,500.00	10.5
68000 Property General Maintenance			
68750 General Maintenance & Supplies	1,136.42		
68751 City Services	1,550.64		
68752 Telephone	360.50		
68753 Fire System	0		
68754 Utilities - PG&E	1,169.08		
68755 Utilities - Solar	1,200.00		
68756 Property Insurance	1,879.00		
68757 Cleaning Services	1,560.00		
20774 & 68772 Mortgage	6,110.00		
Total 68000 Property General Maintenance	14,965.64	81,560.00	18.3

	Actual	Budget	%
70000 Support Staff			
70701 Administrative Asst Pay	1,544.62		
70703 Youth Director Salary	4,475.83		
70706 Music Director Pay	5,475.00		
70710 Substitute Musician	300.00		
70711 Substitute Pastor	550.00		
70720 Workman's Comp			
70721 Payroll Taxes	2,627.50		
70722 Payroll Service Fees	573.15		
Total 70000 Support Staff	15,546.10	65,909.60	23.6
71000 Pastors Compensation Package			
71900 Defined Compensation			
71901 Net Salary	13,350.70		
71902 Elective Deductions	2,857.74		
Total 71900 Defined Compensation	16,208.44		
Benefits			
71903 Housing Allowance	11,100.00		
71904 Benefits- Retirement	2,730.84		
71906 Benefits- Disability	355.02		
71910 Benefits- Basic Group Life	245.79		
71911 Professional Reimbursements	540.66		
Total 71000 Pastors Compensation	31,180.75	125,560.60	24.8

Grand Total Expenses	67,078.09	310,350.20	21.6
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Target after 3 months is 25% of budget spent.



Recent CA Laws & Their Consequences for LCI

CA laws implemented in the last couple years have imposed significant new costs (time, money) on LCI.

These three new sets of regulations involve:

- Child safety
- Anti-sexual harassment
- Retirement savings

1

AB 506 New State Law for Child Safety

- Mandates new, more stringent procedures for any “youth service organization”
- Applies to both employees and volunteers
- A lot of work for a small church!
- We are not likely to be arrested for violating AB506 requirements, but we could lose our insurance
- More importantly, we want to observe best practices for safeguarding children at LCI!

2

Ministry Safe

- Recommended by our insurance company
- Experienced in child safety issues
- Our own attempts to provide a child safety framework were not successful

3

Framework for Child Safety Best Practices

- 1) Written (and followed) policies and procedures, including a Child Safety committee.
- 2) Application process and screening of employees & volunteers
- 3) Background checks including Live Scan (fingerprinting)
- 4) TRAINING
 - 2 adult requirement

4

Child Safety Best Practices On-going Costs

- 1) \$\$\$\$: Ministry Safe \$250/yr (waived first year)
- 2) TIME: Application process and screening of employees & volunteers
- 3) \$\$\$\$: Background checks including Live Scan (fingerprinting)
- 4) TIME: Training
 - 2 adult requirement

5

Framework for *anti*-Sexual Harassment SB 1343

- 1) Written (and followed) policies
- 2) Fact sheets/posters
- 3) TRAINING

6

CAL SAVERS

Since Pastor Dan is our only full-time employee and he has retirement through the ELCA (Portico) suggest we opt out of this program.

7

CAL SAVERS

The Noble Goal:

All California workers would have retirement savings

Achieved via 401k type investments

Accomplished through payroll withholding

Every organization (for-profit, non-profit) with 5 or more employees (even part-time) MUST enroll.

Only exceptions are churches! Yay!

8

CAL SAVERS

We would have two choices; both have strong downsides:

1) Withhold through PayChex – easy but EXPENSIVE!

\$1500 initial set-up

\$150/month on-going + \$5/month/participant

2) Enroll in state's CAL SAVERS investment program – free but very labor intensive. Nothing automatic about it. Submit detailed spreadsheets to state with every payroll (i.e every two weeks)

9

CAL SAVERS

Since Pastor Dan is our only full-time employee and he has retirement through the ELCA (Portico) suggest we **opt out of** CAL SAVERS.

10

MOTION

LCI will opt-out of the Cal Savers program (pending confirmation we could opt in at later date).

LCI Office Admin

- Abigael leaving mid-May 2022
- Position posted early March

1

LCI Office Admin

- Ad posted for two weeks (six print editions) of Davis Enterprise
- Posted for two weeks Davis Enterprise on-line edition
- Posted for one week (six print editions) of Woodland Daily Democrat
- Posted on-line for 30 days with Woodland Daily Democrat/Monster Inc

2

Emailed position info to the following churches:

- Christ Church Davis
- Davis Chinese Christian
- Davis Christian Assembly
- Davis Community
- Davis Korean
- Discovery Church
- First Baptist
- Poleline Baptist
- St. James
- St. Martins
- United Methodist
- University Covenant

3

LCI Office Admin

After approx one month of advertising:

Zero applicants

4

LCI Office Admin

HOWEVER,
We have a solution right in our midst!

5



6

MOTION

LCI will hire Lindsey Burns to perform Office Administrator duties at a salary of \$10K/yr. (This will be in addition to her position as Youth Director)

Social Justice Committee
3/1/22

Participants: Vern Holmes, Marvie Paulson, Jill VanZanten, Lee Grayson, Ellen Kolarik

- 1) **Discussion of *The Least of Us* by Sam Quinones:** There was a consensus that this book brought to light a painful and difficult topic but that it was important to read. A majority of the group acknowledged that they had close family members or friends dealing with addiction or have worked with those with addiction, so the message seemed personal. The book raised questions regarding how the use of street drugs has impacted our own Davis unsheltered population and the role drug related behavior may have played in the sudden closure of the pilot shelter program held at the migrant center. Another major point was the need for funding of many more rehab facilities offering residential treatment programs for 12 to 18 months. There was general agreement that this book should be widely shared.

Action Item;

Ellen to discuss with her co-chair at Interfaith Housing Justice possibly recommending this book to participants in that group.

Ellen to reach out to a contact from her work at the shelter to explore the role of drugs in the closure of the shelter

Jill to reach out to Robb Davis regarding the back story to the migrant shelter

(Editorial Note: After the meeting, Lee suggested we submit this book to the Davis book project as a possible community read, another very good idea)

- 2) **Advocacy:**

Advocacy in Quarantine (LOPP) Lee shared that, since the federal Build Back Better is not going to pass, the components are being broken down into smaller bills focusing on a multitude of social programs in the hopes that some of these smaller bills will pass.

On the State level, California received more than expected tax funds and there is a statute that demands that funds be refunded to the tax payers if it is not used. Hence A in Q is focusing on 3 bills which would access that excess cash:

SB 854 Hope for Children: a bond program for children who have lost a parent with Covid

AB2180: funds to meet the needs of children of incarcerated parents

AB 2589: a one time \$2,000.00 payment for each dependent child of a tax paying California resident parents earning an annual income of \leq \$30,000.00

Information Only

- a) **Advocacy Sunday at LCI:** Marvie will continue to offer an Advocacy opportunity on the 3rd Sunday of this month

Information Only

- b) **Interfaith Housing Justice:** The Social Justice committee of LCI acted as a signatory to a letter to the Davis Enterprise and council asking the City of Davis to be transparent about the status of the Housing Element and specifically that it has not been certified by the state and requires some significant revisions to receive certification

Information only

- 3) **MMP's** The MMP for March is Opening Doors. A collection for cleaning kits and bedroom kits will start Sunday with signups and the collection bin placed in the office through out the month of March.

MMP Temple talk Speakers who wish to have slides: Alert speaker that they only have 2-3 minutes. Deadline for receiving slides is the Thursday prior to the worship service and should be sent to the office email address. If a speaker is open to a longer discussion in a forum setting, then email Pastor Dan (copy Jeff Schulz and Abigael in the office) to determine the day in that month which integrates best with other post service activities already planned

Opening Doors: Response regarding needs while families wait in hotels - "gift cards (to large chain stores like CVS, Walgreens, Target, Walmart in \$20 increments) can go a long way in giving refugee clients independence and dignity in caring for their needs while housed in hotels. Things not easily available, but much needed, when living in a hotel can be purchased from generous donations of gift cards. We distribute cards to clients in hotels so they can quickly and easily get the things they need – things like pain medication, drinking water, diapers, personal hygiene items, snacks, etc. – these types of needs are met through generous gift card donations."

Action Item: Ellen is overseeing the collection and will set out sign-up sheets and the collection bin this Sunday 3/6/22. She has arranged a speaker from Opening Doors for the temple talk and adult forum 3/6/22.

- 4) **Update Social Justice Webpage:** Webpage was updated over the last 4 weeks per the guidelines of the previous SJ meeting.

Information Only

- 5) **Resource List for members to share with the unsheltered:**

Action Item:

Ellen to forward pdf of pamphlet to Pastor Dan

Action Item:

Discussion on how to use the 2019 pamphlet that Marvie shared will be deferred to our next meeting

- 6) **Community Organizing for Climate Justice:** Ellen, Marvie and Pastor Dan are embarking on a series of 1:1 conversations with key demographics in our congregation. Ellen shared the following themes of interest from the initial conversations with SJ and council. The numeral

represents the # of individuals who noted this item as a concern.

Fire/Air Quality: 6

Concern about the wellbeing of future generations: 6

Drought: 1

The Injustice that climate change impacts the marginalized first: 2

Emotional anxiety: 1

Extreme weather: 2

Information Only

7) Amor for 2022 –: Information obtained from call with Forrest Fowler

1. Amor 365: current cost to build a home (supplies plus labor) is \$4000. Amor has a team of 13 people in Juarez who build the homes. The team is not a formal construction team, rather a group of lay persons, often a member of a pastor's congregation who supplement their incomes with the wages earned. The team is lead by an Amor staff much as in the builds we have done with Amor.

Currently 99 house have been sponsored. Amor has staff sufficient to oversee the builds of 4-6 houses each month.

Funds from 365 are used to offset the deficit for homes sponsored at the \$3780 level. The organization does not maintain a balance in the account. Rather they accrue enough funds to either complete or build a house and then build it.

Amor is now offering 3 day trips almost every month. If there is insufficient volunteers to build the home, funds will be drawn from 365 to hire local workers.

In the Spring, 1000 groups came to the camp. In Juaruz, they were building 1 house per week.

2. It was Ellen's impression from her call that all staff at the Amor camp are vaccinated. It does not appear from the website that Amor demands that all volunteers be vaccinated. The vaccine is now available in Mexico and many residents have taken advantage of it. If there is interest, we can explore signing on as a group to a 3 day trip to Tijuana in August. It may be possible for an LCI group to ask to be assigned to a family that is fully vaccinated and to take our meals at our tent site at the camp (i.e. away from the other volunteer groups which may not be vaccinated).

Given the aging demographic of our congregation, there was not a lot of interest in traveling to Mexico until there is greater clarity that Covid is behind us. However, the group acknowledged that there has always been a lot of interest in our auction fund raiser for the Mexico trip.

Action Item:

Given the late hour, discussion of the specifics of a fund raising event will be deferred until next month.

Next meeting: April 5 at 7pm on Zoom

To: LCI Council
Fr: Christine Bruhn
Re: The Mutual Ministry Committee

The Mutual Ministry Committee (MMC) was developed to function as an objective and confidential sounding board for the pastor to discuss personal growth and directions for the congregation. The MMC is the concrete expression of the congregation's commitment to minister and tend the relationship between the pastor and the congregation.

The MMC's purpose is to work for the sake of the ministry and the mission of the congregation. This has involved a variety of tasks at different times, depending on current and developing needs. The MCC strives to be sensitive to the congregation and broader community and respond in a way which supports the church mission to grow together in Christ to witness and serve. The MMC strives to be responsive to the mission and vision of LCI's overall ministry. Members are appointed by Council based upon recommendations from the pastor.

The MMC has not met since 2019. At that time members included, Diane Machuga, Gretchen Peralta, and Pastor Dan with Christine Bruhn, as chair. In April 2022, Carol Huegli, LCI Congregation President and Christine met to discuss future directions. Carol will consult with Pastor Dan to reinvigorate the MCC. I am willing to continue as chair, and new members will be recommended. Initially a once-a-month meeting schedule may be set up.

Christine Bruhn