

Lutheran Church of the Incarnation Council Minutes

December 8, 2021, 7:00 pm

By Zoom

Council Members: Jeff de Ropp (2023), Ed Green (2023), Carol Huegli (2023), David Hartley (2022), Karl Larson (2022), Becky Linvill (2022), Pr. Dan Smith (due to Membership Class he arrived late)

Guest: Steve Slinkard

Absent: Damian Genetos

- A. Introduction: Carol
We will start with item D. in the agenda
- B. Approval of October and November Council minutes: Becky
M/S/C: Huegli/de Ropp
- C. November Treasurer's Report: Karl
- D. Committee and other Reports
 - 1) Sanctuary Renovation: Ed
 - 2) Social Justice: Becky
Ed said Bonnie Green created 40 dignity bags for the homeless and delivered them to the Kolariks for the shelter on Mace Blvd. south of Davis.
- E. President's Report
 - 1) Annual Congregational Meeting (Dec. 12, noon, on zoom). We need 20 votes to pass the budget.
 - 2) January 9 gathering led by Bob Kerr & Paul Kolarik will discuss LCI property and attendance.
- F. Sanctuary HVAC: Steve Slinkard
 - a. Motion to approve Steve's HVAC Recommendation (Option 4): Install a standard heat pump system in the existing location along with an economizer and relief fan to provide proper outside air. (\$53K)
M/S/C: de Ropp/Green
- G. Council Action Items
 - 1) Motion to move the Memorial Funds (\$11,881.17) and roll into the Major Maintenance fund. Note: this fund is for capital projects in memory of past members.
M/S/C: de Ropp/Larson
- H. Devotion: Pr. Dan
- I. Pastor's Report: Pr. Dan

Pastor's Report

LCI Council, Dec. 8, 2021

Pr. Dan Smith

Information items:

As part of our social justice ministry, and because we have solar panels on our roof, I attended a rally in Sacramento today for rooftop solar – a chance to show the faith community's support for preserving creation and environmental justice for marginalized communities.

Other ministry activities besides worship leadership & preaching:

- 47 pastoral contacts this past month (in partnership with Visitation Ministry).
- Teaching "sharing our faith stories" Adult Forum (continues through Dec. 19)
- Leading mid-week Advent worship (Holden Evening Prayer/devotions)
- Teaching Membership Class (Wednesday evening) – 5 participants
- Singing for the residents at Carlton Senior Living (sang for them yesterday during dinner; plan to go again next week)

As I report in my Annual Report, my ministry is focusing at this time on the *healing message* of God's grace for us and for the world in Christ Jesus, who heals us and makes us new in the water of baptism, and sends us for to become healers of *the earth and all her creatures*. That is the capstone of our sanctuary renovation project and what we are calling the community to...

Christmas Eve Worship will be at 5:00pm and 7:00pm as in years past.

Lutheran Church of the Incarnation

Balance Sheet

As of November 30, 2021

Bank Accounts

4 MM - First Northern Bank	68,622.00
8 First Northern Bank - operating	345,189.17
Total Bank Accounts	\$ 413,811.17

Obligations

20115 MMPs	30.00
60100 Synod support	6,054.79

Operating Reserves

20117 Memorial Fund	11,881.41
20213 Worship/Music Reserve	1,825.37
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	45,208.73
Total Operating Reserves	\$ 72,594.92

Protected Reserves

20760 Columbarium Fund	38,598.94
20776 Sanctuary Renovation	246,057.75
24151 Endowment Fund	30,023.06
Total Protected Reserves	\$ 314,679.75

Total of all bank accounts	413,811.17
Less all reserves & obligations	393,359.46
Operating cash surplus	20,451.71

Mortgage Principal Balance	494,571.56
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Undesignated Income

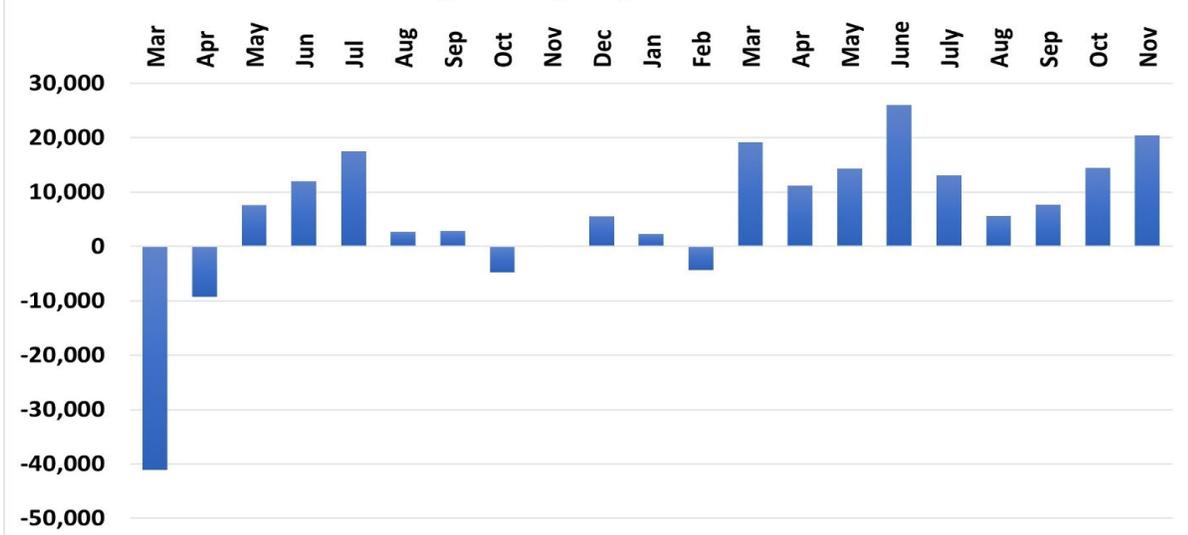
Nov 2021 YTD

41000 Income	Nov 2021	YTD
41100 Envelope Offerings	31,482.29	213,588.59
41200 Loose Offerings		44,534.40
41310 Rents Applegate Nursery		15,010.00
41320 Rents Other	100.00	1,100.00
41400 Other Misc Income	446.94	446.94
Total 41000 Income	32,029.23	274,679.93

Designated for Operating Reserves	10,489.56	170,252.07
Designated for Protected Reserves	2.26	25.16
Designated for MMPs	30.00	1,175.00
Total designated income	10,521.82	171,452.23

Total Income 42,551.05 446,132.16

LCI Budget Surplus/Deficit 2020-21



Lutheran Church of the Incarnati

Spending vs Budget 1-1-21 to 11-30-21

	Actual	Budget	%
Expenses			
60000 Benevolence Funds			
60100 Synod Mission Support	9,052.61		
Total 60000 Benevolence Funds	9,052.61	19,250.00	47.0
61000 Worship			
61200 Altar Supplies	226.94		
61202 Music Licenses etc	1,558.50		
61203 Rooted services	83.86		
61208 Liturgical Arts	200.00		
61215 Devotional Booklets	360.01		
Total 61000 Worship	2,429.31	8,080.00	30.1
6200 Witness			
62300 Social Justice Committee	400.00		
62301 Pastor Outreach	7.90		
Total 62000 Witness	407.90	1,750.00	23.3
64000 Learning			
64500 Sunday School	377.12		
64501 Confirmation Ministry	57.68		
64502 Adult Education-Bible Studies	150.30		
64551 Youth - LCI Activities	576.17		
Total 64000 Learning	1,161.27	4,450.00	26.1
65000 Congregational Events			
65600 Synod Assembly	300.00		
65603 Congregational Events	313.89		
65612 Professional Leadership	552.06		
Total 65000 Congregational Events	1,165.95	3,500.00	33.3
66000 Stewardship			
Total 66000 Stewardship	0.00	950.00	0.0
67000 Administration			
67700 Office Supplies & Equipment	3,487.20		
67701 Postage	118.00		
67703 Social Media & Advertising	180.00		
67704 Bookkeeper	230.00		
Total 67000 Administration	4,015.20	8,900.00	45.1
68000 Property General Maintenance			
68750 General Maintenance & Supplies	3,361.64		
68751 City Services	11,950.33		
68752 Telephone	1,332.48		
68753 Fire System	807.55		
68754 Utilities - PG&E	2,337.71		
68755 Utilities - Solar	4,400.00		
68756 Property Insurance	6,920.00		
68757 Cleaning Services	3,900.00		
20774 & 68772 Mortgage	33,605.00		
Total 68000 Property General Maintenance	68,614.71	83,100.00	82.6

	Actual	Budget	%
70000 Support Staff			
70701 Administrative Asst Pay	4,261.79		
70703 Youth Director Salary	16,393.33		
70706 Music Director Pay	20,053.00		
70710 Substitute Musician	127.61		
70711 Substitute Pastor	1,375.00		
70720 Workman's Comp	823.00		
70721 Payroll Taxes	8,437.65		
70722 Payroll Service Fees	1,541.30		
Total 70000 Support Staff	53,012.68	67,520.00	78.5
71000 Pastors Compensation Package			
71900 Defined Compensation			
71901 Net Salary	32,803.32		
71902 Elective Deductions	8,842.46		
Total 71900 Defined Compensation	41,645.78		
Benefits			
71903 Housing Allowance	40,700.00		
71904 Benefits- Retirement	8,188.73		
71905 Benefits- Health	34,100.00		
71906 Benefits- Disability	1,228.37		
71910 Benefits- Basic Group Life	573.21		
71911 Professional Reimbursements	1,196.16		
Total 71000 Pastors Compensation	127,632.25	140,430.52	90.9

Grand Total Expenses	267,491.88	337,930.52	79.2
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(23,822 charged to PPP funds)

Target after 11 months is 91.7% of budget spent.



HVAC Recommendation: Nov 2, 2021 ___ Steve Slinkard

On Nov 2, 2021, at 5:32 PM, steve slinkard <steveslink1@gmail.com> wrote:

To Whom it May Concern,

As I see it, there are basically four options on how to proceed with the sanctuary's HVAC system:

- 1) Repair the existing system. (\$4k)
- 2) Replace the existing system more or less in kind. (\$23k)
- 3) Install a mini split heat pump system consisting of multiple small units located along the side walls plus a whole house fan. (\$33K)
- 4) Install a standard heat pump system in the existing location along with an economizer and relief fan to provide proper outside air. (\$53K)

Recommendation: After a fair amount of consideration, it is still my recommendation that the Council select option 4 - Replace the system with a properly designed heat pump system which would include some means of forced outside air ventilation.

Background: In my opinion, this is by far the best long-term solution. If we were building the sanctuary from scratch, there is no question that this would be the best way to proceed. Another long-term benefit is that it will operate on electricity rather than natural gas. The only downside is, of course, it has the highest first cost.

Option 1 is really only a short term solution and does not address the outside air requirements. Major drawbacks are the age of the system and the fact that it utilizes Freon 22, which is extremely expensive and is environmentally Unfriendly.

Option 2 is a workable solution, but it does not address any outside air requirements and may not meet current code requirements.

Option 3 is also a workable solution, and it also partially addresses outside air requirements. However, it will take up substantial wall space as well as having a "tacked on" appearance both inside and outside.

Regardless of which option is selected, some means of air purification (either ultraviolet germicidal radiation (UVGI) or bi-polar ionization) should be added. The American Association of Heating, Refrigeration, and Air Conditioning Engineers (ASHRAE) has prepared a rather lengthy document entitled "ASHRAE Epidemic Task Force Building Readiness" which makes recommendations regarding air purification and outside air requirements as well as modified operational procedures in response to the COVID pandemic.

It should be noted that, as a result of the demolition work that has already been done, there will be some additional costs required in order to make any of these options fully functional (except option 3). The existing return air floor plenum has been demolished and will need to be partially rebuilt. The upper return air ductwork has been removed but will need to be reinstalled. These intakes are necessary to minimize fan noise. Also, the existing under floor supply air ducts must be thoroughly cleaned.

If you have any questions, please don't hesitate to contact me.

Respectfully,

Steve Slinkard

The goal of LCI is that Jesus Christ be known. We seek to know and experience Christ through Bible study, worship, and service. We are ambassadors for Christ, so that others will know Jesus and follow as His disciples.

As we emerge from the COVID-19 pandemic to rebuild the pre-existing pattern of attendance and giving, we will focus on increasing participation and making LCI a center for missional living; and:

- **Reach out to members of our community, especially newcomers, and invite them into our congregation.**
- **Share our faith stories, both within and outside of the congregation.**
- **Be an inclusive, *neighborhood church*.**
- **Serve the community and bear witness to God's justice and mercy.**

The Pastor and Staff in collaboration with the lay leadership will assess and make changes to all ministries based on their fruitfulness - how they meet needs, change lives and welcome newcomers into our ministries of worship, fellowship and service.

Through prioritized activities in 2022 beginning with the following, we will:

- **Reach out to members of our community, especially newcomers, and invite them into our congregation:**
 - Maintain routine outreach efforts including verbal and written contact to active and inactive members.
 - Request SYNOD assistance to link LCI with self-identified Lutheran students at UC Davis.
 - Create new activities that attract the community and college students. Examples include: (1) a Sermon Series on "Season of Creation: Flora, Fauna, and Ocean"; (2) a Speaker Series on "Faith and the Environment"; (3) invite Synod Bishop Megan Rohrer to discuss their new role and gender issues.
 - Invite college students who live close to LCI by going door-to-door in apartment complexes and West Village, handing out flyers at grocery stores and putting up flyers on kiosks, in laundromats and in grocery stores. Place sandwich boards at the bus stop near LCI and on campus. Advertise in student focused newspapers like the "Davis Dirt" and "The California Aggie".
 - Maintain close relationship with the Belfry and continue the "Public Theology" series in local restaurants that was successful with graduate students.
 - Maintain current LCI activities on a hallway bulletin board to share with Applegate parents through current posting on hallway bulletin boards or other surfaces.
 - Grow current mission activities to include newcomers from both the congregation and community through celebrating successes and promoting mission outcomes (e.g. Hwy 113 clean-up, quilters, property, etc.)
- **Actively share our faith stories both within and outside of the congregation:**
 - Study Scripture together – to (re)-discover who Jesus is for us
 - Share at least 6 faith stories as part of LCI worship and on LCI's website.
 - Tell others why we are disciples of Jesus and what we value about LCI
- **Be an inclusive, *neighborhood church*:**
 - Invite to worship, fellowship and mission activities those both from the LCI neighborhood and wider community – including those of *all backgrounds*: LGBTQ, people of color, young and old, non-Lutherans.
 - Expand welcome activities and ensure prompt follow-up to visitors by the Pastor, LCI Staff, and/or lay members with guests and visitors (activities to be defined).
 - Complete the Sanctuary renovation and HVAC replacement.

- Develop and implement an outreach effort based upon neighborhood demographics within 1 mile of LCI.
- **Serving the community and bearing witness to God's justice and mercy:**
 - Coordinate 4 community service projects and invite community members to participate.
 - Continue to learn how we can address social sins of racism, sexism, environmental destruction, etc. (e.g. *Color of Law* study group; speaker series)
 - Continue to provide YouTube recordings of LCI worship and expand online opportunities for LCI congregational activities.
 - Prepare for church opening up more widely including additional opportunities for in-person gatherings outside of worship for all age groups including youth & adult education, choir, dinner groups

**Social Justice Committee
Minutes 11/16/21**

Participants: Marvie Paulson, Lee Grayson, Ellen Kolarik, Jill Van Zanten

1) Advocacy:

1. Advocacy in Quarantine (LOPP) – on hold until January
Information only
2. Interfaith Housing Justice: The Social Justice Committee of the Lutheran Church of the Incarnation was a signatory for an advocacy letter addressed to the city and council members encouraging the City Council of Davis to support the Emergency Winter Shelter at the Migrant Center.

Action: Consensus for IHJD Steering Committee Representation: Ellen Kolarik will be the representative and Lee Grayson will be the alternate

- 2) **Homeless Shelter for 2021-2022 season:** Joanie Erickson gave a presentation after service 11/7. Attendees strongly supported providing their volunteer time to prepare and deliver food for dinner and continental breakfast and assist in the creation of welcome bags. Additional needs include new socks for the welcome bags, personal hygiene products, extra blankets to supplement sleeping bags on cold nights, and monetary support for Covid testing supplies, Covid PPE, sleeping bag and cot replacements and some staff salaries. For Christmas, they will create a wish gift list to ensure each guest has a small gift for the season. We need to identify the week our congregation will serve, identify a lead and create a volunteer plan.

Action: Consensus: 1st choice 1/9/15- 1/15/22, 2nd choice 1/30/22-2/5/22,
Ellen will create signup sheets and manage alerts
Ellen will coordinate actual week with DUMC and alert LCI leadership

- 3) **How to be an AntiRacist:** Lee to share response regarding invitation to have an LCI one session discussion group of book. Davis book club met on Zoom 11/9/21 with 2 more zoom meetings 12/1/21, 2/2/22.

Information only

- 4) **Food for Fairness Summit :** Vern's report is attached
Information only

- 5) **Monthly Ministry Partners:** Review MMP submission forms and create calendar for 2022. No new organizations submitted for 2022. 6 months have a confirmed champion. 4 previous champions covering the remaining 6 months have not yet responded to our inquiry regarding interest for 2022

Action: Lee to reach out to Lynn Evert re: Yolo Crisis Nursery, Marvie to reach out to Karen Hamilton re: ApoYolo and AMPARRO, Ellen to reach out to Becky Linville re: 4th and Hope and Yolo County Food Bank and to Karen Slinkard re: CASA
Ellen to circulate in progress MMP calendar for 2022

- 6) **Christmas Giving:** Craig Lundgren wishes to organize a Giving Tree gift program for children in need at Our Savior's Lutheran Church in Fresno. In addition, we may be asked to participate in a smaller program for Emergency Shelter guests.
Action: Consensus to support Craig's Christmas Giving program as well as the more limited program for the Shelter
- 7) **Chair/Cochair assignment for 2022**
Action: Ellen to continue as Chair for 2022, Marvie agrees to Co-chair
- 8) **Review and comment on Social Justice Annual Report draft (attached):**
Action: Lee's suggested edits to be included in report
- 9) **Update Social Justice Webpage- deferred**
- 10) **Next meeting date:** Thursday 12/9/2021 Primary focus to be reviewing arrangements for our week of support for the Emergency shelter

Respectfully submitted,
Ellen Kolarik