

**CONGREGATIONAL COUNCIL MINUTES  
FAITH EVANGELICAL LUTHERAN CHURCH**

February 11, 2020

**Present**

Beth Sekera (President), Chris Bettin (Secretary), Jim Hall (Treasurer), Tammy Daugherty (Communications), Phil Hartweg (Safety), Mark Pedersen (Property), Deb Rohla (Service), Chris Sorce (Faith Formation), Deb Twaddle (Worship), Pr. Shelly Satran, Pr. Joe Yucha

**Excused**

Sandy Becker (Stewardship), Rachel Sorce (Faith Formation)

**Call to Order**

- The meeting was called to order by President Beth Sekera at 7:06 p.m.

**Opening Devotions and Prayer**

- Pr. Joe Yucha
- Pr. Joe led the Council members through a SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis re. Faith Church.
- Council members brainstormed “What can we do? What might we do? What do we want to do? What do others expect us to do?”
- Pr. Joe informed the Council that church staff recently underwent the same process. He will compare the results of both analyses and report back at the next Council meeting.

**Approval of Minutes**

- **MOTION** (Phil/Tammy): To approve the minutes of the Jan. 14, 2020, Church Council meeting. (Carried)

**Consent Agenda**

- **MOTION** (Tammy/Deb T.): To accept the reports of the Faith Ministries and staff. (Carried)

**Correspondence**

- Various written communications received in the church office from members and friends of Faith were passed around the table in the correspondence folder for interested Council members to review during the meeting.

**Financial Report**

- Treasurer Jim Hall reported that January revenue was a “little lower” than last year.
- As approved by Council in January, an additional \$30,000 from the 2019 year-end operating budget surplus was added to the Capital Maintenance Fund, bringing that fund balance to more than \$88,000.

## **Old Business**

### ***Congregational Meeting Debriefing***

- Beth led a discussion on positives and negatives from the Congregational Annual Meeting. By all accounts the meeting went well. Attendance outpaced the January 2019 meeting by nearly 20 members.
- Deb Twaddle recommended making the voting instructions clearer on the 2021 ballot. The Council agreed that going forward the ballot will specify how many candidates to vote for in each category.
- There was some discussion on comments made during the meeting by member Enoch Anderson as to whether he was referring specifically to a master building maintenance plan for the church or a master plan including building maintenance, community outreach, and other initiatives. Council members who spoke with Enoch following the meeting believed the intent of his comments extended beyond just building maintenance.
- Beginning with the January Council meeting minutes, Office Administrator Eric Enskat will provide a link in the weekly *Dove* so all members have easy access to the minutes. This will replace the current process of sending minutes to only those members who request them.

### ***55 N. Park Update***

- Jim read a report on 55 N. Park from Glen Ellyn Food Pantry (GEFP) Board Chair Paula Serfling Nugent. According to Paula:
  - “The December 2019 presentation to the Glen Ellyn Planning Commission went really well. They approved us going to the next step. The mechanical/electrical/plumbing engineer (MEP) has started all the mechanicals for the house.... Once his plans are completed, we will roll those into the architectural plans to get typical construction documents. We are in the evaluation stage with the three contractors and hope to have a selection in March. I am working on the permits for the village with Len Swanson. He is a retired attorney and was on the planning commission for 20 years. I was getting ready to hire an attorney but Len offered to do this with me for free. (He is definitely an answer to my prayers.) On the fundraising side we just hit \$400,000! We have an in-home event on Wednesday night and one on Sunday March 1. Pray for generous hearts! Our big event, Celebration of Tables, will be at the Glen Oak Country Club on March 7. That is where we are planning to go public with our campaign. Our table theme will be ‘Under Construction.’ We are hoping to reach the rest of our commitments by early fall. I would like to get the foundation in before winter. Since my commitment is to not start construction until I have the money committed, that is a hoped-for timeframe. On the operating side, the Pantry has had its best year ever. We are in a very secure financial position.... We have to provide an appearance permit to the village at our next meeting. I plan to show you the materials and colors we plan to use once selected. We have not chosen anything yet so please let me know if you have any preference.”

- Jim recommended that Faith help promote the GEFP plan leading up to its Celebration of Tables event.

### ***Building Maintenance and Fire Marshall Update***

- Phil Hartweg and Mark Pedersen provided an update on the ongoing building maintenance and fire safety work.
- Per Phil, the location of the fire doors in the Rainbow Place hallway relative to the bathrooms is an issue that needs to be addressed. The doors will be locked during the week and therefore need to be beyond the bathrooms (toward Luther Hall) so children can come and go safely between Rainbow Place and the washrooms. This might add to the cost of the project.
- Phil pointed out another bathroom issue, this one involving the main floor bathrooms in the ESSE hallway. In addition to the bathrooms being very old and in deplorable condition, they are also noncompliant. Consideration will need to be given to wheelchair accessibility.
- Mark reported that a representative from Life Safety is being brought in to provide an assessment on the information Faith has attained from various contractors to date.
- Phil informed the Council that we are quickly reaching a point where getting the work done in the summer will not be possible. He said that schools needing fire-safety renovation work to be done take up most of the summer due to the decreased student population during that time of year. He indicated that his team is pressing to get a third bid to review, but the contractor they contacted has been dragging his feet.
- He noted that Rainbow Place Director Eileen Glynn would like to see the work completed during the summer because that is when Rainbow is at low census.
- Regarding a long-term plan, Phil said that after the major renovation work is completed, there will always be changes to deal with—perhaps even every year—albeit much smaller ones. This is unavoidable as codes change and other village/state/federal requirements are mandated.
- Phil and Mark also informed the Council about a unique but nonurgent request from the village. Specifically, the village pointed out that Faith’s property (including 55 N. Park) was zoned for approximately 14 housing lots prior to the church building being constructed. The village has requested that Faith consolidate the 14 lots into two (the church and 55 N. Park) to streamline zoning and reduce paperwork. Village officials confirmed they’ve known about this situation for a long time but it had slipped their minds until the Food Pantry arrangement came to their attention. Council was leery of the timing and need for this request.
- As a result, Council will invite member Mark Stauber, an attorney, to attend the March Council meeting to provide his perspective on the request and answer Council members’ questions. After that, President Sekera, Phil and Mark will reach out to the village with the Council’s questions and seek responses in writing. At a minimum, Council will accept an in-person meeting with a representative from the Village in April.
- Bottom line per Phil and Mark: All things considered, the fire safety and bathroom projects will likely be delayed until the fall.

- **Master Plan**—A brief discussion ensued relative to the building renovation discussion and Enoch Anderson’s questions during the Congregational Annual Meeting. Phil informed the Council that such a plan exists, although it does not cover a lengthy period nor does it cover every possible building and property maintenance project that could be anticipated. Phil added that some projects are *not* foreseeable. The plan referenced by Phil is the work of an informal body related to the Property Ministry called Faith Long-Term Planning and Oversight workgroup.
- **Acoustics**—In the current renovation work under consideration for Faith, or for inclusion in the master plan, improving the quality of acoustics throughout Faith Church will be considered. Todd Carrico, who conducted a wonderful program on church building acoustics during the Feb. 2 Adult Forum, will be consulted at the appropriate time. The Council would like to thank Todd for an informative and thought-provoking program and for his passion, creativity, and leadership of Faith’s Music Ministry.

## **New Business**

### ***Pr. Joe’s Paternity Leave***

- The Faith Church Employee Policy Handbook requires Council approval for a pastor to take maternity or paternity leave.
- **MOTION** (Pr. Shelly/Deb R.)—To approve paternity leave for Pr. Joe Yucha according to the guidelines spelled out in Faith’s Employee Policy Handbook. (Carried)

### ***Title and Responsibilities of New At-Large Safety Position on Council***

- According to the latest updates to the Church Council member binder contents prepared by Deb T., the new two-year position to be filled by Phil Hartweg is “At-Large Safety.”
- The primary responsibilities of this position are to oversee the fire/safety updates including, but not limited to, the following:
  - Track all bids and contracts regarding safety updates at the church;
  - Work with safety inspectors to insure we are meeting the requirements;
  - Work directly with contractors regarding these agreements;
  - Update the congregation regarding the project when necessary and present to the congregation if a congregation vote is needed;
  - Attend monthly Council meetings to report to the Council regarding the fire/safety project;
  - Provide a written update to the Council monthly; handle relevant issues as needed.

### ***Council Contact Information***

- Deb T. collected updated contact information from the Council members to prepare a contact list for the year. The list will also include a schedule of Exec Council and full Council meetings.
- Secretary Chris Bettin will request name badges for the new Council members and corrected name badges for anyone else from Rob Herbold.

### ***Devotions and Treats Schedule***

Chris passed a sign-up sheet to the Council members in attendance. Following is the schedule for 2020:

- March – Deb Twaddle
- April – Beth Sekera
- May – Tammy Daugherty
- June – Rachel and Chris Sorce
- August – Sandy Becker
- September – Mark Pedersen
- October – Deb Rohla
- November – Chris Bettin
- December – Jim Hall
- January 2021 – TBD

### ***What is an Appropriate Title for Council Members?***

- Chris raised a question for the purpose of developing the minutes and basic communication re. the Council: What should Council members be called (i.e., should they be called “directors,” “elders,” etc.)?
- It was agreed that any title for those in charge of the ministries should be welcoming.
- One possibility that garnered interest prior to adjournment was the term “leader,” as in “Communication Ministry Leader” or “Worship Team Leader.”
- The Council will discuss further at its next meeting.

### ***Announcements and Reminders***

- The next meeting of the Exec Council will be Tuesday, March 3, 2020.
- The next meeting of the Church Council will be Tuesday, March 10, 2020.

### ***Closing Prayer***

- Pr. Joe

### ***Adjournment***

- The meeting was adjourned at 8:42 p.m.

### **Respectfully Submitted by:**

Chris Bettin, Secretary