

CONGREGATION MEETING MINUTES – DECEMBER 10, 2019

Call to Order: President Margaret Hand called the meeting to order at 7:00 p.m.

Opening Prayer: Pastor Kyle Backhaus

Secretary's Report – Minutes of June 18, 2019 Congregation Meeting: *A motion was made by Jim Weber and seconded by Sharon McCormick to approve the Secretary's report from the June 18, 2019 Congregation Meeting. Motion carried unanimously.*

October 2019 Treasurer's Report: Secretary/Treasurer Donna Felch presented the financial report ending October 31, 2019, providing attendees with the Average Receipts Report for October 2019, Income and Expense Report, Dedicated Funds Recap and pie chart showing dedicated fund categories. She also provided a detailed explanation of each report.

The following questions were asked with regards to the Treasurer's Report:

1. Are we intentionally "metering" our spending to meet the budget? Answer; No, we are meeting the budget because the third pastor position remains vacant.
2. In comparison of receipts to expenses, why are we not showing the surplus (aka - money in the 'checkbook')? Where is it and how much is there? Answer; There is approximately \$42,000. At year end when there is a surplus, it goes into a Dedicated fund called Ministry Development. This fund was developed because we expected to have years where we had a deficit and then we could use these funds to balance the budget. Margaret Hand said that a list of all dedicated funds will be provided at future meetings.
3. What is the New Building fund? Do we have plans to build? Margaret answered that this fund was set up after this building was paid off. It is not being used for any projects at this time. The Capital Improvements fund was used to cover expenses like a new roof, etc. Pastor Kyle added that before we could add to the existing building – such as additional classrooms – everything would need to be brought up to ADA code. This effort would cost hundreds of thousands of dollars.
4. What does Restricted Missions refer to on the Income & Expense report? Donna answered that 80% of mission income goes to the Synod and 20% stays here.
5. How much do we pay in Synod dues? Are these dues tied to number of members? Pastor Kyle answered that Synod dues are paid once every 3 years when there is a Synod Convention. Pastor Tom said this payment is approximately \$4,000 - \$5,000. This comes out to be approximately \$1.40 - \$1.50 per member. "Members" are defined as members on the books – not those who attend church regularly. Pastor Kyle added that the only other fees based on the number of members are subscriptions such as Faith at Home but nothing else in connection to the Synod.

Faye Risse shared her thanks for the detailed explanation on where memorial donations have gone.

A motion was made by Bob Mehre and seconded by Faye Risse to approve the October 2019 Treasurer's Report. Motion carried unanimously.

Worship Center Projector & Camera Upgrade

Vicky Bramstedt introduced the Projector and Camera Upgrade Project. She shared the following examples of how the projectors and cameras are used in our mission to Connect People to Christ:

- Pictures are often easier to understand than simply using audio; an example is Pastor showing on a map where the Apostle Paul traveled rather than only telling us verbally
- Having the service and song lyrics projected offers a practical benefit to parents with young children. It may be difficult for the parents to follow along on hard copy if they are holding their children in their arms.
- Some people prefer following along on the screen and others find it easier to read.
- The system used in the worship center sends a signal to other parts of the building to aid teachers in the 300 wing and those in the Nursery. The 300 wing is also used for Easter service overflow and the Fellowship Hall is used for overflow for Christmas services.
- Three cameras stationed in various locations within the Worship Center allow services to be recorded and shared in outreach to shut-ins and Pine Haven. The service is also uploaded to the internet for people to view remotely.
- AWANA uses the system on Wednesday evenings.
- Special opportunities like confirmation, early childhood performances, baptisms, and even funeral services make good use of the system.

The new equipment includes 3 projectors and 3 screens – 2 in the back of church and 1 in the front of church, 3 cameras and the sound booth. The equipment / controls behind the sound booth allow the users to determine what will be shown on the screen – lyrics, pictures, sermon, etc. The system also allows which camera input to be used and where to send that signal – various locations within the building for viewing and/or for recording.

Our current system – which had an estimated life expectancy of 6 years – is now 10 years old. The west projector “died” and was replaced a few years ago. The east projector is not working reliably and is on its last leg. The technology is old, and while the cameras are still working, they are compatible for a 4x3 screen format. The proposed system would have a larger 16x9 wide screen format which requires different cameras.

Proposed system includes the following components:

- 3 new laser projectors which will not require maintenance nor bulb replacement – because bulbs are not used, and they will last a minimum of 10 years
- 3 new cameras that will be high-definition rather than existing regular definition, will allow livestream service to the internet, and will offer improved picture quality to other locations in the building
- 3 new screens that will reduce ambient light which will improve contrast of color and that will all be fixed rather than lowering and raising as our current ones do – to eliminate slight swaying

Vicky solicited estimates from 5 vendors. Of the 5 vendors, only 4 responded and provided an estimate. Of those 4 vendors who provided an estimate, 1 of them did not make a site visit – in which case their estimate was not considered. Of the remaining 3 estimates, 2 came in within \$1,000 of each other. Vicky selected the estimate based on the equipment and the control system.

Camera Corner is the selected vendor. The Council approved taking \$101,000 from Capital Improvements to pay for the system. The cost is not to exceed \$101,000 – which includes a 15% contingency.

The project can be completed within 1 week and would be done in February 2020. The only service that would be affected by installation would be Thursday evening.

There were several questions asked about the bidding process as well as specifics about the components.

1. Will the cameras be 4K resolution? No – they will be high definition.
2. Does the \$101,000 include 15% contingency? Yes
3. Can the equipment cost be broke down? The projectors and screens will cost \$34,000; the camera and control system will cost \$53,000; plus \$13,000 for contingency.
4. Is there a warranty? Yes – the projectors have a 20,000-hour warranty; the control system has a 1-year warranty.
5. Was this project included in Capital Improvements 5-year projected plan a few years ago? Yes – it was included in the plan, however, the plan had been revised due to re-ordered priorities.
6. With anticipated project costs and projected giving, the Capital Improvement fund would have a year-end deficit of \$3,300 - if the worst-case scenario happens. (The AC condenser does not work when it is turned on in spring and this proposed projection project costs the full \$101,000.) This \$3,300 would be a temporary deficit as average Capital Improvement giving averages \$4,900/month. It was also noted that there is also \$1,800 memorial fund dedicated specifically for this project.
7. Did you request individual component bids? No – we requested they bid as a project.
8. Were TVs using Wi-Fi to project from laptop or PC considered? This project was researched for over a year. TVs were originally anticipated to be used, however, due to size screen we need, projectors offer better image and will be more cost-effective. Also, the cameras and control system are necessary to record and project in different locations. We need advanced technology capabilities to meet our needs.

Mike Mater of Camera Corner brought the laser projector we would purchase and showed the comparison between our current system and the proposed system. The contrast was noticeable even using our existing smaller screens.

A motion was made by Jim Billmann and seconded by Tom Witt to approve Worship Center Projector and Camera Upgrade in the amount of \$101,000 to be paid from the Capital Improvement Fund. Motion carried with 1 opposed.

Worship Center Stained Glass Windows

John Rische gave a presentation on the condition of stained glass windows within the church – specifically the two large windows on either side of the front of the worship center. There has been deterioration to the wood due to moisture trapped between the stained glass windows and the thermo pane behind them. He shared pictures of the window sills showing the decay.

In working with Falls Glass, the original solution would be to replace the existing window sills with new wooden sills, take the stained glass windows out of the single thermo panes, clean the stained glass, and place the stained glass between 2 thermo panes to better preserve them as they are historic.

However, upon further inspection, it was determined that adjustments would need to be made to the stained glass to have them fit in new wooden sills. A less expensive option of using aluminum in place of wooden sills would not require modification to the stained glass.

The cost to remove the two large stained glass windows – which consists of 8 panels per window, clean the stained glass, place the stained glass between 2 thermo panes, and replace the wooden sills with aluminum sills is estimated to cost \$26,400. The Council approved \$28,000 for this project – to be donation-funded only.

A motion was made by Paul Tenpas, Sr., and seconded by Ann Helmke to approve replacing these two stained glass windows in the amount of \$28,000 to be donation-funded. Motion carried unanimously.

A question was asked about the total number of stained glass windows throughout the building and if all of them need to be replaced. John answered that he does not know how many stained glass windows there are but stated these two windows are in the worst condition.

A question was asked how long this project would take. John does not know how labor-intensive it will be to remove the existing windows and window sills, clean the stained glass windows, and install new window sills and the windows themselves.

A question was asked if we needed to postpone the start of this project until at least one-half of the cost would be raised. Margaret shared that the Council has been approached by someone intending to make a sizeable donation. She does not feel it will take long to raise \$14,000 to start the project.

An amended motion was made by Paul Ten Pas and seconded by Ann Helmke to approve replacing these two stained glass windows in the amount of \$28,000 after one-half of the total amount has been raised. Amended motion carried unanimously.

Congregation Concerns:

Parking Lot Repair - Faye Risse expressed a concern that she has brought up repeatedly in recent years. Faye noted there is a large chunk missing in the sidewalk V-shape when walking out the front main doors that someone could easily catch their heel on and hurt themselves. She also noted that another chunk of concrete is missing near the Rotunda door frame. Small pieces have broken out that she puts back in place when she uses that door. These and other repairs should have been done before now. Margaret said that these repairs are scheduled for spring. [After the meeting, Brad Ten Pas advised that the Safety Committee will do a site assessment and make recommendations.]

Can we have a Call Committee Update? Pastor Kyle had received a list in September containing 8 candidates and the Call Team narrowed the list to 4. Two gentlemen were interviewed. One of the two gentlemen was not a good fit for this position. A second interview was scheduled with the other gentlemen. However, between the first interview and date of second interview, the pastor's child became ill and went to a hospital in St. Louis. The pastor and his wife felt that they could not leave St. Louis because their child's specialists were located there. President Willie sent another list 3 weeks ago that included 13 candidates. Of the 13, 4 candidates would be a possible fit for St. Paul and Kyle reached out to them; 2 agreed to interview. It has become evident that the candidates being sent to us do not match our criteria. Pastor Kyle reached out to President Wille to ask how we are getting these candidates. Going forward, Pastor Kyle will work and speak with President Wille directly. President Wille

currently has 8 candidates on a list and will be sending the completed list to Pastor Kyle later this week or next week.

What is the status of the Church Directory? Vicky Bramstedt said that we have received the digital pictures but we are still waiting for the books. She was told they were sent to print and will possibly arrive next week. As soon as she receives them, they will be made available to everyone who had their picture taken.

What will be done with the old projectors when the new projectors and camera system are installed in the worship center? Vicky Bramstedt said that the east projector will be disposed of/recycled. Because the west projector had been replaced a few years ago, it will be used in the Fellowship Hall.

Adjournment: *A motion was made by Faye Risse and seconded by Shelly Strains to adjourn the Congregation Meeting at 8:21 p.m. Motion carried unanimously.*

Closing Prayer: Pastor Tom Gudmundson

Attendance: 66

Respectfully Submitted,

Judy Putz

Substitute Secretary