

Holy Shepherd Annual Congregation Meeting
Minutes - January 31, 2021 10:15a.m. via Zoom internet platform

Call to Order: The meeting was called to order by President Diane Klinkerfues at 10:20 a.m.. A quorum was declared. There were 68 screens on Zoom with 101 participants.

Opening prayer: Pastor Courtney led us in prayer.

Zoom Protocols: Pastor Courtney Steitz reviewed the procedures for the meeting since the congregation was holding its first annual meeting through an internet platform. She explained the voting process for our Zoom meeting and how council members would be tallying the votes. Eighteen members had submitted ballots to the church office prior to the Annual Meeting and would not be allowed to vote on Zoom. After February 1, 2021 a recording of the meeting was to be made available, but this did not happen because of technical restraints.

Welcome: President Diane Klinkerfues acknowledged that 2020, year of the pandemic, has been difficult and offered these words for us to ponder: change, adaptability, faith, sadness, hopefulness. She urged us to remember that God is faithful, we are loved, and God is always present. After we closed the building in March 2020 due to quarantine restrictions, worship moved to an online platform thanks to the dedication and creativity of our staff. We continued to worship, hear God's Word, participate in Bible studies, and devotionals as well as to send worship materials to those without internet and to make phone calls to check in. For 2021, Diane lifted up three words: gratitude, hope and resolve. We are grateful for the hard work and coordination of Pastor Michael, Pastor Courtney, Kaaren Novess, and Donna Madsen as well as the music staff and the many volunteers who help lead worship. Diane also recognized the wonderful work of our long-standing organist Dana Anderson and his wife Lisa who moved to Wyoming in April without a celebration of thanks. We are pleased to continue the spirit of Dana's music with our new organist, Jordan Ortman. We look forward to meeting Jordan in person in 2021. Like the eternal flame burning in red glass in the sanctuary, there is always hope. Let us grab onto hope for the future and be a light to others who might need it. Resolve: we will keep going with fire in our hearts and eyes set on our Creator so that we can be the disciples God calls us to be.

Budget: Scott Ikenberry, Finance Chairman, presented a review of 2020 receipts/expenses and the budget for 2021.

Review 2020

- Holy Shepherd Lutheran Church applied for and received a federal Payroll Protection Plan (PPP) loan in the amount of \$58,000 to cover part of the salaries/benefits during the Coronavirus pandemic. Application for forgiveness of this loan will be submitted in early 2021.
- Giving continued to be strong during the pandemic-caused church building closure.
- Personnel costs were under budget due to the retirement of Dana Anderson and the Property Administrator not being hired until September.
- Property expenses were lower due to the closed church facilities and costs of the new security system being spread over two years (2020 and 2021)
- Council approved transferring Reserve Funds from Special Gifts (A/C#2045 and Independent Living (A/C#2073) to make emergency donations to Family Promise (\$14,000) and The Action Center (\$28,000) in June and August.

- HSLC incurred approximately \$9,300 in costs for new camera and sound equipment to allow for the production and recording of the YouTube services during 2020. Most of the cost was covered by special contributions from congregation members.
- In summary 2020 Receipts exceeded 2020 Expenses.
- First mortgage loan owed to First Bank was paid off on December 29, 2020.
- Solar loan was paid down to \$102,685
- Additional proceeds were received from the Susan Gourley Estate in 2020, bringing the total to \$975,582 (A/C#2078). This money is currently in a money market account at First Bank and will be managed by the HSLC Trust Committee.

Budget for 2021

- We have increased our 2021 Budget by 5% total (\$27,500) to cover three new initiatives, as follows: a) Benefits for Ministry Partner- \$15,000; b)Auraria Campus Ministries outreach- \$6,250; c) HSLC Re-Opening Costs- \$6,250.
- Mission Budget has been increased from 10% to 11% of Receipts to Meet Budget
- Safety and Security was budgeted for \$20,000 in 2020 to pay for a new security system, including cameras. A 50% deposit of \$9,027 was paid in late December 2020 and the remaining balance of approximately \$10,000 is carried over into the 2021 budget.
- Property and Liability Insurance was increased based on the estimated 2021 premium provided by Church Mutual Insurance.
- Pastor and staff compensation has been adjusted based on reviews by our Council Personnel representative and approved by the entire Council.

Vote Taken

Because we had some members voting early we were not able to amend the questions for voting. All questions were stated by President Diane Klinkerfues, given discussion time, and voted upon:

1. A vote to approve or deny the 2021 budget for Holy Shepherd as recommended by council and present in the prior budget hearing (held live via Zoom on January 17, 2021). *Approved*
2. A vote to approve or deny the updated Holy Shepherd Gift Policy. *Approved*
3. A vote to approve the amendments to keep in alignment with the model constitution of the ELCA (approved at the 2019 Church-wide Synod Assembly). *Approved*
4. A vote to approve the amendments to the Holy Shepherd constitution regarding the vision team's purpose and representation on council. *Approved*
5. A vote to add two new voting at-large positions to the council. *Approved*
6. A vote to approve the minutes from the 2020 Annual Congregational Meeting. *Approved*
7. A vote to approve the slate of Synod assembly representatives and new members to the council. *Approved*

2021 Holy Shepherd Annual Congregation Meeting Minutes - page 3

Leaders elected

Synod Assembly representatives: Denise Ikenberry; David Irwin

New council members: Melinda Powelson, vice president; Jen Kurtz, personnel chair (voted in last year to the vision team); David Irwin, at-large; Chase Evenson, at-large.

Discussion

- Gift policy was approved by majority vote despite the fact that it must return to the Trust Committee for amendment of the Distribution of Gifts section 2.c to read that 10% will go to the Memorial Unrestricted Fund (rather than "restricted").
- Vision team becomes Leadership Empowerment team to support the development of leadership skills within the congregation.
- Adding two at-large positions on council is a positive move, providing wider representation and broader thinking.
- Consider using Simply Giving automatic payments for the convenience of making contributions to HSLC.
- Designating Holy Shepherd as the recipient of the King Soopers and Safeway Community Rewards program is an easy way to support the church financially. The church building fund received \$4,200 from these programs in 2020.
- Consider adding Holy Shepherd as the recipient of Amazon charitable contributions when you shop Amazon using smile.amazon.com.
- Please continue to give to the Building Fund. Although the money in the fund was used to payoff our mortgage, there are substantial building-related needs: a) tending to an aging facility and b) accelerating payments on the solar loan.
- The council will begin the process of revising the church constitution in 2021.

Updates:

- Kevin Klinkerfues, chairman of the Re-gathering team (members: Amy Evancheck, Larry Lagerberg, Pastor Michael TeKrony, Pastor Courtney Steitz) reported that we are continuing to monitor data from the Colorado Department of Public Health and Environment, Jefferson County Public Health, and information from the Rocky Mountain Synod to guide decisions about re-opening the church building for in-person worship. At this time, the Synod has recommended no in-person church services through March 2021.
- Small groups (15 or less) have been approved for indoor gathering; groups need to make a reservation with the church office.
- Beginning Ash Wednesday, February 17, the sanctuary will be open for prayer and meditation. Schedule to be announced.
- How is the new co-pastoring model going? Pastor Michael and Pastor Courtney report that their relationship is going well. They have been conversing with a coach which they feel has been very beneficial. Co-pastoring is a new model for the ELCA as well.

- HSLC Ministry has continued beyond worship, Bible study, devotionals and prayer groups in the following ways:
 - Providing financial support to Family Promise
 - Providing financial support to the Action Center
 - Housing AmeriCorps volunteers working at the Action Center
 - Conducting a successful coat drive for Indian Mission
 - Collecting a truckload of food for the Action Center
 - Providing Christmas gifts and grocery certificates for Eiber Elementary families
 - Starting a new ministry Caring Connections to maintain connections during quarantine with church members through phone calls and cards
 - Beginning conversations around racial injustice in our world and community
 - Conducting successful congregation/community blood drives
 - Continuing to work toward live streaming of worship services

Thank you!

1. Thank you to the vision team members, Tanja Warnick, Larry Lagerbrg, Kevin Klinkerfues for important discussions and vision during a transitional period.
2. Thank you to Sue Scott, council vice president, and Kevin Klinkerfues, vision team representative to council, for their hard work and dedication. They have completed their terms on church council.

Closing: Remarks and closing prayer by Pastor Michael

Adjournment: President Diane Klinkerfues adjourned the meeting at 12:32pm with a group Zoom Lord's Prayer.