

TLC Church Council Meeting – December 8, 2020
Transfiguration Lutheran Church

Attendees:

Staff: Pastor Arthur Murray

Council: Melinda Chau, Steve Jorschumb, Melissa Klement, Allison Lindman (7:20pm), Steve Mattson, Jerry Olson, Gretchen Schroeder, Sandy Stooke, Becky Woll

Guest: Pastor Eva Jensen

Regrets: none

Devotions: Becky Woll

Call to order: The meeting was called to order at 6:39 pm.

Approval of Agenda: Motion by Becky Woll with second by Sandy Stooke to approve the agenda. Motion carried and approved.

New Council Member Vote - Melissa Klement: Motion by Becky Woll with second by Sandy Stooke to approve the appointment of Melissa Klement to the Church Council to fill the vacant position. Motion carried and approved.

Introduction of Interim Co-Pastor, Pastor Eva Jensen:

- Two candidates were interviewed last week, with Pastor Eva Jensen being selected.
- Working on completing the Interim Pastor Agreement
- Pastor Eva introduced herself to the Council
- Additional information in Pastor's Report below

Review and Approval of Minutes: Gretchen Schroeder

Motion by Becky Woll with second by Melinda Chau to approve the November Council meeting minutes. Motion carried and approved.

Financial Report: Jerry Olson

- General Fund receipts for November 2020 totaled \$42,871. Disbursements totaled \$52,822, resulting in a deficit of \$9,951 for the month. The YTD balance is a deficit of \$70,804. 2020 receipts and expenses are well below 2019 numbers. 2020 expenses are tracking with the budget, while receipts are down.
- Finance committee is working on a letter to the congregation.
- Stewardship committee is contacting those who haven't returned their 2021 pledge cards yet.
- Capital campaign receipts totaled \$17,284 with expenditures of \$15,124. The November surplus is \$2,160, and the YTD surplus is \$1,598. There remains a surplus of \$11,849 for the entire campaign to date.
- The PPP loan is not included in the financial reports since it is not yet forgiven. The bank is still working on the forgiveness application.

- Motion by Gretchen Schroeder with second by Sandy Stooke to approve the November financial report. Motion carried and approved.

Pastor's Report: Pastor Arthur Murray

Staffing

- TLC Pastors and Staff continue to follow the MN Dept. of Health regulations and recommendations. These include working from home whenever possible.
- Annual reviews for full-time staff have been completed.
- Staff is functioning well considering the ongoing separation.
- I am extremely proud of them and their strong commitment to continue to produce meaningful, creative worship week-in, week-out.
- Pastor Melanie and Jordan have both been incredibly productive and welcome part-time additions to staff.
- Motion by Allison Lindman with second by Steve Mattson to approve addition of staff family member to insurance starting March 1, 2021. Budget will be adjusted accordingly.

Ed's Farewell

- I am very grateful to all who participated in making Pastor Ed's farewell a great success. Special thanks to Steve Jorschumb for making the surprise delivery out to Ed's house during the Zoom call.
- Thanks also to Doug Cummelin for creating the staff gift to Ed of a framed A&F logo for his new office and to the two households who created the \$5,000 matching grant appeal for seed money to the A&F.

Pastoral Acts

- While there have continued to be a number of deaths in the congregation since our last meeting, many of the funerals are being postponed until such time as we can gather in person.
- I conducted one interment service at Fort Snelling for Daryl Ulferts.
- Several baptisms are also on hold for now until Covid peak subsides.

Financial

- Nancy Waldack continues to do outstanding work towards more efficient accounting practices for TLC. We will hear more about this in the weeks and months ahead.
- The Stewardship Team is working hard on follow up to our fall Stewardship campaign. Our goal is to match last year's pledge total. Our latest update puts us at:

2021 PLEDGES

157 - Pledges received as of 12/3 out of 195 returned cards
 \$421,177.60 - Total Pledge Amount

2020 PLEDGES

207 - Pledges received out of 262 returned cards
 \$504,165.80 - Total Pledge Amount

Membership

- Online attendance remains strong. Christ the King Sunday (Pastor Ed's farewell) was our highest attended service since the pandemic began. Our estimates have more than 400 worshipers tuning in weekly.

Interim Pastor

- I am thrilled to welcome Pastor Eva Jensen to the TLC Staff. Her reputation precedes her as one of the most highly respected interims in ministry today. Her particular strength is facilitating organizational change, working through conflict and establishing priorities in mission.
- One of the most vital criteria for an effective co-pastorship is a high degree of trust between the pastors and I am very confident that this will be the case between us.
- I am personally open to matching our capacity in terms of FTE in order to make the budget work. To effectively model co-pastoring, equal presence is important. Also, during the pandemic, this make sense for me given my family commitments at this time. This can be re-evaluated following the interim period based on the staffing needs of the congregation and my personal situation and sense of call.

Worship

- Advent worship is highlighting the voices of women in celebration and recognition of the 50th anniversary of the ordination of women in the ELCA. I am very grateful to Pastor Melanie, Jordan Zahrte, Pastor Laura Thelander and Diane Nettifee for their willingness to preach during this season.
- I am looking forward to the panel conversation this coming Sunday at 11am on Zoom regarding the significance of the ordination of women both for the ELCA and specifically for TLC.

Youth and Family

- Pete Erickson continues to produce creative and meaningful programing for the middle and high schoolers for the Advent and Christmas season.
- Karen Wenge has restarted Club 5/6 which meets Wed at 6pm on Zoom. Thank you, Karen!
- Pete has welcomed Pastor Melanie into leadership for Sunday School age. Pastor Melanie created 30 advent candle kits and 6 of us delivered them to 30 households the Saturday after Thanksgiving. It was a great community building effort and led to a quadrupling of Sunday School attendance the following day, which has continued since then.

Old Business:

- **Covid-19 Response Team Update:**
 - The team has prepared a letter to go out to the congregation. Motion by Sandy Stooke with second by Becky Woll to approve the letter and include it in Friday weekly e-mail.
 - A matrix was developed to help decide when to open up the church. A copy of the letter and matrix are attached.
- **Racial Justice Statement:** Jerry Olson
 - Item tabled due to time.
- **Interim Co-Pastor Consent:**
 - Pastor Eva is scheduled to start on January 16, 2021.
 - Motion by Sandy Stooke with second by Melinda Chau to move forward with hiring Pastor Eva Jensen and prepare Letter of Agreement for Interim Pastoral Ministry.
- **Council Staffing:**
 - Allison Lindman is planning to go off Council next year.

New Business:

- **Continuing Resolution Virtual Meetings:** Steve Jorschumb
 - Guidance from the Synod recommends a continuing resolution to allow virtual meetings in order to meet state law.
 - Steve Jorschumb to reach out to Don Kleven for guidance on the process. Steve to then send follow-up e-mail to Council for vote on continuing resolutions via e-mail. (See addendum below.)

- **Annual Review of Pastor Arthur**
 - Review to be conducted by Executive Council. Steve Jorschumb will be scheduling.

- **Exit Interview with Pastor Ed**
 - Review to be conducted by Executive Council. Steve Jorschumb will be scheduling.

Next Meeting Date: January 12, 2020

Devotions:

Adjourn: Motion to adjourn by Allison Lindman with second by Gretchen Schroeder. Motion carried and approved. Meeting adjourned at 8:27 pm.

Addendum:

Steve Jorschumb sent out updated Continuing Resolutions via e-mail on 12/17/2020 along with a request for any discussion and then vote. Council voted to approve the Continuing Resolutions by a vote of 9-0. A copy of the approved Continuing Resolutions is attached.

Dear Beloved Church,

This is the latest update from the Church Council and Covid-19 Response Team for December 2020.

The TLC Church Council, at the recommendation of the TLC Covid Response Team, and after consulting the recommendations and established guidelines by the State of Minnesota, Center for Disease Control and Bloomington Public Health, **have decided to continue to keep the church building closed (except the ELC) and continue online programming for worship and program ministries through the end of December.** We will continue to monitor the case numbers and revisit our approach to worship and programming in January.

In the meantime, we encourage you to participate in the online worship, resources, and programming that Transfiguration Lutheran Church is providing during the Advent Season. Here's what that looks like:

- **WORSHIP:** Online Worship on Sundays at 10:00AM as well as "Holden Evening Prayer" with guest preachers and musicians Wednesdays at 6:30PM.
- **CHILDREN:** "Songs & Stories" Sundays at 9:30AM, "Wandering Nativity" during the "Time for Children" at Sunday Worship and "Weekly Storytime with Pastor Melanie" on FB Live Wednesdays at 6:00 PM.
- **COMMUNITY:** Family Nativity (December 24 at 2PM) is video which will be the ONLINE Christmas Eve Service at 2:00PM. Connect with Pete Erickson (perickson@tlcmn.org) to get involved.
- **MISSION/OUTREACH:** Support VEAP the weeks December 7 and December 14. Please bring your items and place them in the bins just inside the west doors.

FOR YOUR REFERENCE: The Covid Response Team put together an at-a-glance resource that will guide our decisions about worship, programming and building use based on established guidelines and data. Here's a quick look at the worship and program implications based on cases/10,000 people:

Worship: Will resume in-person 8:30AM with restrictions when cases are 20-29/10,000 people.

Confirmation/Sunday School: Will resume in-person (w/online option) with restrictions when cases are 11-19/10,000 people.

Youth Ministry: Will resume in-person (w/online option) with restrictions when cases are 11-19/10,000 people.

Small Groups: Will resume with restriction when cases are 11-19/10,000 people.

Events/Building Use: Will resume with restriction when cases are 11-19/10,000 people.

To view the full resource and the most updated information about the status programming and building use, please visit the front page of our website and click on "[Covid 19](#)" or call the church office. We pray that you stay safe and well.

TLC Pandemic Response Team Reopening Plan Summary	
Principle 1	The health and well-being of members and neighbors, especially those most at risk, will guide all decisions.
Principle 2	Gathering together is essential to who we are as the body of Christ. Therefore, we will establish clear plans to resume in-person gathering as soon as state guidelines permit.
Principle 3	TLC will comply with all public health guidance and directives extended by city and state officials Minnesota; including public health recommendations (i.e. vaccine) as applicable.
Principle 4	TLC will comply with all ELCA guidance and directives
Principle 5	Factors such as critical staff being infected or in quarantine, and the impact of more localized outbreaks, will also influence our decisions.
Principle 6	The ELC is considered an “essential services” and will remain open, adjusting as needed

14-day rate /10,000 people	Phase 1 50+ cases/10,000	Phase 2 30-49 cases/10,000	Phase 3 20-29 cases/10,000	Phase 4- 11-19 cases/10,000	Phase 5 0-10 cases/10,000
Youth/Confirmation	Online	Hybrid	Hybrid	In person w/restrictions and online option	In person
Worship	Online	Online/Outdoors	Limited Sunday in-person worship at 8:30; livestream at 10:00.	Limited Sunday in-person worship at 8:30; live stream at 10:00	Congregational singing, Choir, and use of the sanctuary
Communion	At home	At home/ Outdoors	At home, in person with restrictions	At home, in person with restrictions	In person
Sunday School	Online	Online	Hybrid	In person w/restrictions and online option	In person
Funerals, Weddings, Baptisms	10 Person Max or Online	10 Person Max or Online	25 person max or online	25 person max or online	In person
Home Visitation	No	Pastoral decision: case-by-case basis	Pastor decision: case-by-case basis	In person	In person
Hospital & Nursing Home Visits	Based on facility guidelines	Based on facility guidelines	Based on facility guidelines	Based on facility guidelines	Based on facility guidelines
Office	Open by appointment	Open by appointment	Open – limited hours and staff	Open – limited hours and staff	Open
Staff	Work from Home when possible	Work from Home when possible	Work from home or office	Work from home or office	In-office
Building	Closed	Closed	A case-by-case basis	Open with restrictions	Open
Early Learning Center	Open	Open	Open	Open	Open
Council	Online	Online	Online	Indoor with restrictions	In person
Choirs	Limited number with restrictions	Limited number with restrictions	Limited number with restrictions	Indoor with restrictions	In person
Instrumental Groups	Limited number with restrictions	Limited number with restrictions	Limited number with restrictions	Indoor with restrictions	In person
Bell Choirs	Limited number with restrictions	Limited number with restrictions	Limited number with restrictions	Full bell choir -Indoor with restrictions	In person
Fellowship Events (Sunday coffee, etc.)	Online	Online/Outdoor	Online/Outdoor	Indoor with restrictions	In person
Events – Public/Private	Online	Online/Outdoor	Online/Outdoor	Indoor with restrictions	In person
Ministry Groups/ Teams	Online	Online/Outdoor	Online/Outdoor	Indoor with restrictions	In person

Minnesota DHS Recommendations: Cases/10,000 people by county	Learning Model
0-9	In-person learning for all students
10-19	In person for elementary students; hybrid for secondary students
20-29	Hybrid learning for all students
30-49	Hybrid for elementary student; distance for secondary students
50+	Distance learning for all students

Continuing resolution to allow remote meeting for congregational meetings.

C10.01.A20 This congregation may hold meetings by remote communication, including electronically and by telephone conference, as long as there is an opportunity for simultaneous aural communication. To the extent permitted by state law, notice of all meetings may be provided electronically.

Continuing resolution to allow remote meeting for council meetings.

C12.06.A20 The Congregational Council and its committees may hold meetings by remote communication, including electronically and by telephone conference and, to the extent permitted by state law, notice of all meetings may be provided electronically.