

MLC Governing Council Meeting Agenda
May 5, 2020

1. Call to order (Cassandra)
2. Opening Prayer (Pastor Doug)
3. Approval of April 2020 minutes (Cassandra)
4. Approval of agenda (Cassandra)
5. Reports
 - a. Treasurer (Lee)
 - b. Financial Secretary (Steve)
 - c. Building and Grounds (Carlo)
 - d. MLCW (Rosemary)
 - e. Pastor (Pastor Doug)
 - f. President (Cassandra)
 - g. Approval of reports
6. Old business
 - a. Signs (Dave)
 - b. KMS – WiFi access? (Steve and Ron)
7. New business
 - a. Temporary help in office (Cassandra)
 - b. Zoom worship services – future (Cassandra)
 - c. Request from KMS (Pastor Doug)
 - d. Additional security possibilities, particularly gates and barricades (Lee)
8. Review of action items (Ron)
9. Adjourn the meeting (Cassandra)
10. Closing Prayer (all)

Council Meeting March 14, 2020 minutes taken by Ron Kulju

Meeting was held electronically via Zoom Meeting application.

Present: Dave, Cassandra, Pastor, Ron, Steve, Lee and KD

Absent: Rosemary, Carlo, and Debra

Called to order at 6:33 PM

- 1) Prayer and meditation: Pastor Doug read Psalm 118 1-2 & 14-15 and also a Prayer from ELW addressing National Despair
- 2) Review and approval of March Minutes: Lee move and KD seconded approval as presented.
- 3) Approval of Agenda: Approved as presented. Lee moved, Dave Seconded.

4) Reports:

- a) Treasurer – Lee: Still working with Steve in new roles to work through process.
 - i) Month to date and Year to date are still in the black, but April income is bleak. Need to remind people that bills are mostly constant. We need to remind people of the need for giving in spite of lack of gathering. **Action: Pastor to give a shout out to people for that reminder.**
 - ii) Lee reminds us to remember that God has a plan for us.
 - iii) Cleaner will be asked to do more cleaning outside rather than inside to preserve his pay. **Action: Lee will contact cleaner to see if he is amenable to change in duties.**
 - iv) Benevolence will be paid as scheduled.
 - v) **Cassandra: Need to work out a process for collecting offerings for those that might not trust USPS.**
- b) Financial Secretary – Steve
 - i) Rising Sun was offered a waiver on rent, but they are still paying. God Bless!
 - ii) We are still receiving offerings from former members. God Bless! Action for Steve: Compose thank you letters for those members. Steve and Pastor Doug will **both sign the letters.**
- c) Building and Grounds – Carlo not present, but Pastor Doug reported.
 - i) Local Navy veteran has been regularly doing external cleanup work for small pay. He is doing a good job.
 - ii) Carlo and his buddy plan to cut down dead trees on property soon. Carlo has been busy at his job particularly due to Corona Virus
 - iii) Still have people sleeping on property.
- d) MLCW (Rosemary not present – no report)
- e) Pastor Doug Report
 - i) Pastor appreciates the efforts of everybody provided for Zoom capability
 - ii) Music is difficult in Zoom, need to look at ways to improve.
 - iii) Pastor will need help hosting Zoom bible studies. **Action for KD: Compile a call list for those unable to use Zoom.**
 - iv) Pastor still would like to do a High School Senior appreciation day
 - v) Family Promise visit has been rescheduled for May 31.
 - vi) Rocky Mountain Synod changed to a Zoom Cloud Meeting on 8:30-12:00 Sat. May 2.
(1) Cassandra and possibly KD will be our delegates.
 - vii) Pastor still sending out weekly worship guides both electronically and via USPS
- f) President – Cassandra

- i) Cassandra working COVID-19 remote communication challenges. Council reassured Cassandra that she is doing a fine job. There is no road map.
- ii) Ideas were discussed on how to reach those that can't join us electronically. No solutions, but we will continue to consider.

5) Old Business:

- a) Security. Contract process interrupted by COVID-19 social distancing. Without services, there is no need for security going in and out, but we still have some "homesteaders". Motion by Dave to suspend security contract until activities resume. Seconded by Steve. Motion passed.
- b) Signs. Fast Signs were considerably more economical than Made to Order. Dave recommends that we move forward with Fast Signs. Less than \$250 for three signs. Ron moved to proceed, KD seconded. Motion passed. **Action: Dave to order signs.**

6) New Business

- a) Can we allow our church parking lot to be used by KMS to access our Wifi? Steve questioned whether we have the bandwidth. **Steve will consult with ISP to see if we have limitations. Can we limit the access to daylight hours?**
- b) Can we help with food distribution for KMS. Consensus was that it is currently difficult to get staples from grocery stores. Also, APS is closing food centers for lack of interest. We decided to allow APS to work the feeding issue. **Action for Pastor Doug: We agreed that we need to contact Peggy to find out what their need is before proceeding**

7) Adjourn at 8:08. Closed with the Lord's Prayer.

Treasurer Report April 2020

The reports are attached. I am still learning but things are going okay. From the reports, you can see that we are still in the black and many have stepped up the giving. So, our balances are looking fairly good. Thanks to all.

YTD/MTD	MTD	YTD
Income	\$8161	\$32,684
Expense	\$4,724	\$25,484
Net	+3,436	+\$7,200

Balances	Beginning of month	End of month
Checking	\$75,052	\$77,797
MM	\$8640	\$8641

We are paying our bills and building our bank account; this includes our benevolence. Steve and I are still trying to figure out the best way for communication. This is difficult since we don't see each other often.

One last thing, our expenses are less because Linda Mantyla is not working. We probably need to look into spelling Cassandra and Pastor from the bulk of the work.

Respectfully submitted
Lee Danielson

Messiah Lutheran Church
Profit & Loss
January through April 2020

	Jan - Apr 20
Ordinary Income/Expense	
Income	
Buildings and Grounds	
heating and/or cooling fund	1,000.00
Total Buildings and Grounds	1,000.00
Income	
Building Use	1,800.00
Interest Earned	0.37
MEMBER GIVING	
Designated Giving	
Congregation Care Committee	
Coffee fund	70.00
Total Congregation Care Committee	70.00
Flowers	70.00
Pastor Discretionary Fund	400.00
Total Designated Giving	540.00
General Fund	
Lenten Offering	45.00
General Fund - Other	11,970.00
Total General Fund	12,015.00
Simply Giving	1,700.00
MEMBER GIVING - Other	12,799.00
Total MEMBER GIVING	27,054.00
MEMBER INCOME Non Specific	
Amazon Smiles	14.11
Total MEMBER INCOME Non Specific	14.11
NON-MEMBER GIVING	
Thrivent	240.00
NON-MEMBER GIVING - Other	5.22
Total NON-MEMBER GIVING	245.22
Total Income	29,113.70
Uncategorized Income	2,571.01
Total Income	32,684.71
Gross Profit	32,684.71
Expense	
BUILDING AND GROUNDS	
CLEANING	840.24
IMPROVEMENTS AND REPAIRS	53.44
UTILITIES	
ABCWUA	720.53
NM Gas Co	1,424.57
PNM	735.96
Total UTILITIES	2,881.06
Total BUILDING AND GROUNDS	3,774.74
Business Licenses and Permits	0.00

Messiah Lutheran Church
Profit & Loss
January through April 2020

	Jan - Apr 20
MISSIONS	
BENEVOLENCE	
Rocky Mountain Synod	1,400.00
Total BENEVOLENCE	1,400.00
EVANGELISM & OUTREACH	
Pastors Discretionary Fund	3,820.25
Total EVANGELISM & OUTREACH	3,820.25
MUSIC AND WORSHIP	
Flowers	486.00
Worship Support	66.40
Total MUSIC AND WORSHIP	552.40
Total MISSIONS	5,772.65
OFFICE AND OPERATIONS	
Simply Giving Proc. Fee	11.50
Total OFFICE AND OPERATIONS	11.50
OFFICE EXPENSES	
Century Link/Qwest phone/Inter	273.22
Printer copy expense	99.00
Website	223.73
ZDUES AND SUBSCRIPTIONS	
QuickBooks Payroll	494.03
Total ZDUES AND SUBSCRIPTIONS	494.03
Total OFFICE EXPENSES	1,089.98
PAYROLL EXPENSES	
IRS	
federal withholding	140.38
medicare	31.86
social security	136.25
IRS - Other	88.01
Total IRS	396.50
Musician	3,150.00
NM Tax and Revenue	-30.08
PASTOR	
Housing	0.00
Salary	7,845.75
PASTOR - Other	0.00
Total PASTOR	7,845.75
Supply Pastor	500.00
WAGES	
Office Manager	2,557.50
Total WAGES	2,557.50
PAYROLL EXPENSES - Other	215.60
Total PAYROLL EXPENSES	14,635.27
Uncategorized Expenses	200.01
Total Expense	25,484.15
Net Ordinary Income	7,200.56
Net Income	7,200.56

Messiah Lutheran Church
Profit & Loss
April 2020

	Apr 20
Ordinary Income/Expense	
Income	
Income	
MEMBER GIVING	
Simply Giving	550.00
MEMBER GIVING - Other	7,545.00
Total MEMBER GIVING	8,095.00
NON-MEMBER GIVING	
Thrivent	66.00
Total NON-MEMBER GIVING	66.00
Total Income	8,161.00
Total Income	8,161.00
Gross Profit	8,161.00
Expense	
BUILDING AND GROUNDS	
CLEANING	150.00
IMPROVEMENTS AND REPAIRS	53.44
UTILITIES	
ABCWUA	144.14
NM Gas Co	200.39
PNM	143.47
Total UTILITIES	488.00
Total BUILDING AND GROUNDS	691.44
MISSIONS	
BENEVOLENCE	
Rocky Mountain Synod	350.00
Total BENEVOLENCE	350.00
EVANGELISM & OUTREACH	
Pastors Discretionary Fund	2,615.25
Total EVANGELISM & OUTREACH	2,615.25
Total MISSIONS	2,965.25
OFFICE EXPENSES	
Century Link/Qwest phone/Inter	136.01
Printer copy expense	33.00
Website	35.74
Total OFFICE EXPENSES	204.75
PAYROLL EXPENSES	
IRS	88.01
Musician	700.00
WAGES	
Office Manager	67.50
Total WAGES	67.50
PAYROLL EXPENSES - Other	7.87
Total PAYROLL EXPENSES	863.38
Total Expense	4,724.82
Net Ordinary Income	3,436.18
Net Income	3,436.18

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Messiah Lutheran Church
Fund Summary - April
4/1/2020 through 4/30/2020

General Fund (0001)					\$8,161				
Date	Given	Count	Pledged	Count	Date	Given	Count	Pledged	Count
04/05/2020	700.00	2	0.00	0					
04/07/2020	35.00	1	0.00	0					
04/09/2020	316.00	2	0.00	0					
04/19/2020	7,110.00	11	0.00	0					

General Fund (0001)

	Offerings	# Offerings	Avg./Off.
Total Pledged:	0.00	0	\$0.00
Total Unpledged:	8,161.00	16	\$510.06
Total Given:	\$8,161.00	16	\$510.06

Report Totals

	Offerings	# Offerings	Avg./Off.
Total Pledged:	0.00	0	\$0.00
Total Unpledged:	8,161.00	16	\$510.06
Total Given:	\$8,161.00	16	\$510.06

Messiah Lutheran Church Women's (MLCW)
Bible Study and Monthly Minutes
March 2020

In Attendance: Lorraine Davis, Pastor Mathison, Rosemary Butler, Dotty Dahl

1. Held Bible Study and enjoyed refreshment and social: Bible study from the Gather Magazine: "We are Called to Serve"
2. Old Business: None
3. New Business:

Donations for: Storehouse, Sew and Share and MLCW program were counted and recorded as follows: MLCW-\$9.00 Storehouse (Peanut Butter)-\$4.75 Sew and Share-\$4.50.

Spending activity in previous month: None

New further business was discussed, due to low participation.

4. Adjourned at 11:15.

Messiah Lutheran Church Women's (MLCW)
Bible Study and Monthly Minutes
April 2020

In Attendance: No Bible Study and meeting due to Self-isolation

Pastor -Church Council Meeting, May 5, 2020

1) Property

- a) Shaun has been continuing to cleaned up alley, weeds and trash, about once a week to keep the church property looking nice and not vacant.
- b) Security—NM Protective Service
- c) Carlo and his friend cut down the trees to the east of the church, and Frank took the burnable wood that was left. We still have to “chip” the smaller branches which are left.
- d) Building doing fine, in the near future we will need to have the furnace and Swamp Coolers switched out.
- e) Dave has had three signs about our “homesteaders” and they are in the church office. Steve has an idea on how to affix them about our property.

2) Worship

- a) The State mandate to not be open (officially 5:00 pm, April 11, 2020) because we are non-essential, of which I do not degree, has caused us to have to do our worshiping in a couple of different ways over the past weeks.
- b) Initially (I plan to continue) I made available a printed order of service with the prayers, hymns and lessons of the Sunday ready by Wednesday. I did some exposition of the lessons and prayers (some hymns), so people could open their Bibles and do some studying on the Word of God for the Worship Day. This gets e-blasted to those with internet and mailed to those who do not or have asked that it be mailed.
- c) The past weeks and into the unknown future the Osterlohs set up the camera system in the altar area and made available ZOOM worship. Tony has most recently been pre-recording the prelude, postlude and the litany and hymn music. Lessons and Prayers of Intercession we have been read remotely by volunteers (Cassandra e-mails to them their respect pieces) and prayers are able to be added through the chat option. We had members follow along with the Power Point slides and for Holy Communion, I led them through the Words of Institution and for distribution each used “bread and wine” from to commune themselves or each other, then I blessed it after all had partaken. The whole thing is overwhelming but such a gracious way to give our Lord His day for our adornment and strength.
- d) We will keep trying to enhance the services as we go along, for as long as we are kept sheltered in place. It was and is good to see and hear each others’, and share with each other how we are doing. Keep in touch with each other, please. I have been trying to call people to let them know that we still have them in our thoughts and prayers and to make sure they are doing okay.
- e) Hopefully, in the upcoming works, to re-awaken the Wednesday morning Bible Study, and possibly the men’s study group over ZOOM.
- f) Other items:
 - 1) Mothers’ and Fathers’ Day activity and focus.
 - 2) High School Senior Recognition at worship—introduce them and have them tell what they feel they will be doing in the near future, like school, military, apprenticeship or work.The Sew and Share group has made quilts for the three young women.
- g) Keeping in contact with our members: KD, Dave, Steve and myself, and I am sure others who’s names I am sorry to have omitted here, have been calling and keeping in touch with members. Thank you very much for you time and concern for each other.

3) Rocky Mountain Synod Assembly

- a) The RMS assembly went pretty well on May 2, 2020, over zoom. Just under 400 voting delegates were in registered representation. It made for a conversation, upon reflection, between Cassandra and me about how we were able to do business of the Church in shorter time and with less cost. I do not know how it would work if we had a bigger voting situation, like election of a new bishop. That takes usually more than one ballot and time to present themselves to all the voting assembly members. It will be a few years, and they probably will have that all figured out.
- b) Thank you to Cassandra and KD who by way of ZOOM were able to participate and to represent Messiah.

4) Financials

- a) I think we are getting by, Lee and Steve can speak better to this issue.
- b) We have had a couple offerings dropped off at church and VANCO and Thrivent offerings have come in by e-mail.
- c) We have been able to pay bills.
- d) We still need to get the first quarter report sent out to the members and non-member contributors. (The two letters of thank you which were of the active items from last meeting were sent.)
- e) We need to let people know they can mail their offerings in the postal mail, or possibly set up and ACH with their local bank.

5) Office Situation

- a) I have tried to keep some hours at the office to check the telephone, e-mail, and do office work. Tuesday thru Thursday mornings, I usually get here around 7 or 7:30 am. The first thing, or close to, that I do is go to the altar rail and work through the prayers of the people before our Lord.
- b) Office Administrator:
 - 1) Linda has been working from home, but I am not sure her status for that position, as due to her health.
 - 2) Cassandra, with my (somewhat) help, have been taking care of the most recent bulletin and e-mail activity.
- c) Are we going to have to find someone to be hired, for a while at least, until Linda gets feeling better and if she wants to continue as our part-time office administer?

6) Kennedy Middle School

- a) We have been asked by Peggy J. if we would be willing to sponsor the KMS Monthly Food Pantry for July, 2020.
- b) What would that request ask of us. There have been two requests:
 - 1) The cost per month to sponsor Roadrunner's Portable Food Pantry is \$300.00. That was her initial request.
 - 2) Her second query came just a couple of days ago and goes like this. She was wondering if any of the members of Messiah would like to be volunteers on that Saturday morning (I believe it has been the third Saturday of the month). People would drive up and the volunteer would put a box of pre-sorted food and packaged goods into the trunks of their respective cars.
 - 3) I believe we can do one or both of them.

July 2020 Food Pantry at Kennedy Middle School

Peggy J. from Kennedy Middle School during our conversation wondered if Messiah Lutheran Church would be willing to assist KMS in July. They usually have a monthly community available food pantry with the food being provided by Roadrunner. May and June are covered but they do not have the support funding available for July.

Her request was for us to be the sponsor for July to cover the monthly payment to Roadrunner (the provider for mobile food pantries) in the amount of \$300.00.

I would consider that we use money from our "Family in Need" funds to cover the \$300.00 KMS needs to pay the monthly payment for July to Roadrunner. They have in the past served many families and I am sure there will be many looking for food over the upcoming months.

What do you think?

Pastor Doug



This is where Brian participates in the service just as you all do. He lets Cassandra know if she misses something on the chat or muting. Otherwise, he is just observing. This can be done from any location but is nice because he is near. He has also been trying to adjust lighting.

This is where Cassandra sits and controls the service including doing the PPT, starting the music, muting and unmuting people, microphone for Pastor Doug, volume levels, video, etc.

This is the camera that is recording Pastor Doug.