

Holy Cross Lutheran Church  
Council Meeting Summary  
May 18, 2020

- I. Call to Order  
President Deb Reilly called to order the meeting of the Holy Cross Lutheran Church (HCLC) Council at 7:05 p.m.
- II. Devotions  
Michael Faulkner led the devotions and prayer.
- III. Approval of Draft Agenda  
Daniel Contreras moved approval of the agenda (below). Michael Faulkner seconded. The motion carried unanimously.
  1. Call to Order
  2. Approve Draft Agenda
  3. Approve Meeting Summary from April
  4. Treasurer's Report
  5. Secretary's Report – Correspondence – Giving Thanks
  6. Vice President's Report
  7. President's Report – SBA PPP loan approval
  8. Pastor's Report
  9. New Business
    - a. Covid-19 Church Update – Deb
    - b. Purchase of sanitizing machine - Dennis
- IV. Approval of Summary  
One change was made to the April meeting summary: In the Vice President's Report, "covenant" was changed to "conveyance". Suzanne Flegal moved approval of the April 2020 summary with this change noted. Roy Geiger seconded. The motion passed unanimously.
- V. Treasurer's Report  
The Treasurer's Report (attached) was circulated prior to the meeting. Bob Thompson reported that the church is up over \$4000 for April, but under by \$5000 overall. Bob met with the Audit Team and Charlie for clarity on tracking the funds received from the CARES program. We applied for the Federal CARES Paycheck Protection Program (managed by the SBA) which basically provides funds to cover payroll, mortgage and utilities for two months to assist non-profits and small business to keep their employees paid and their organization afloat. Our application was approved and the funds were deposited in our bank account on May 5th. A new class will appear as a new line item so that the accounts can be managed.  
  
The Letter of Intent link for 2020 is not up on the ELCA website, but Bob will make it official when that is accessible.

VI. Secretary's Report

No report from the secretary. Jeremy asked that thank you letters be sent to the Quarantine Worship Team: Becky Morgan, Hope Russell, Syl Moran, Suzanne Baggett, Bob Thompson, Pastor and Jeremy.

VII. Vice President's Report

The Vice President's Report (attached) was circulated prior to the meeting. A revised report was sent shortly thereafter to include the report on Vanco. Sam reported it to the ExComm committee and they approved the trial run at no cost to Holy Cross. It is more of a social networking app, but looks like it could be one-stop shopping for inter-connectedness.

Sam spoke with Laurie VanBuskirk re: our insurance. As long as we follow government guidelines, we should have no problems. Bob and Sam are learning about recording YouTube church services. Sam made a firmware upgrade on Saturday night and there were no issues with Sunday's service.

Roy asked about the next Leadership online class being offered. The next class is scheduled for the 28<sup>th</sup> of May talking about the constitution. Deb and Cheryl should watch the video so they will know how to prepare the annual reports. Deb mentioned that we may have to look into doing the annual meeting via Zoom depending on the government regulations surrounding Covid-19 results.

VIII. President's Report

Deb Reilly's report (attached) was circulated prior to the meeting. The SBA PPP was approved and handed over to Sam and Bob. It took the Town of Herndon quite a while to approve the work order for the asbestos removal. Deb discovered that we were charged five times what Fairfax charges for their fees.

IX. Pastor's Report

Pastor Martin's report (attached) was circulated prior to the meeting. The main emphasis has been on worship and figuring out new ways of doing things. Each week seems to have its own challenges. He's been using Zoom for adult Bible study and it is working out. Pastor continues to do the Two Martins presentations and wants to thank Jeremy and Suzanne for their continued efforts in providing worship during the week. Bishop Ortiz is doing a great job in providing pastoral care. They meet every two weeks.

A committed service was held for Ann Simons funeral. Roy asked about broadcasting funeral services. Jeremy said that he is working on liturgy for All Saints Day that will recognize everyone who has passed.

Suzanne Flegal asked what we can do to support Pastor Martin. Pastor mentioned that Shelly will be arriving on June 8<sup>th</sup> and staying to the beginning of August.

Jeremy said that he appreciates everyone's help during this time.

X. New Business

The Executive team is exploring what worship will look like going forward. It is important to offer an online version, but we are exploring some sort of outdoor service. There are many logistics to be discussed to include how to handle communion, passing the plate and singing. Please provide Deb with your thoughts and feedback. Roy suggested that we could set up the sound to be played through car radios on a radio station. It is under \$200 to set up. We need to also consider how to handle distributing the bulletins.

Dennis looked into sanitizing machines. The small machine is \$675; the backpack version is \$2400. Dennis thinks the small machine will serve our needs. Sam thought the cleaning service would be able to do this for us, but that would not work as we would have to spray between services. Roy raised a concern about the solution being harmful to wood services. Jeremy stressed that the organ would have to be covered while spraying is being conducted. Dennis will check into these concerns.

XI. Ministries

Outreach – No report.

Evangelism - Roy Geiger said they have received six submissions for the logo contest that look very promising.

Worship & Music – No report.

Christian Education – No report, but Betty Shelton received a letter from her Kingdom Kid pen pal.

Stewardship – No report.

Personnel – No report. .

Property – No report.

Fellowship – No report.

Youth – Daniel Contreras will be cleaning out the youth room with Deb.

Jeremy reported that he has created a new bulletin for Sunday services.

XII. Adjourn

Daniel Contreras made a motion to adjourn. It was seconded by Suzanne Flegal. The motion passed unanimously.

Absentees: Pam Darby, Dick Krapf

REMINDERS:

- Devotions
  - June – Bob Thompson
  - July – Pam Darby

- August – Deb Reilly
  
- Meetings
  - June 8 – Executive Team (5 p.m. Zoom)
  - June 22 – June Council Meeting (7 p.m. Zoom)
  - July 13 – Executive Team (5 p.m.)
  - July 20 – Council Dinner