

# Ascension Lutheran Church – Council Meeting Minutes

April 9, 2019

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## In attendance:

**Council Members:** Linda Achziger, Allen Brookshire, Sherry Hitztaler, Kathy Johnson, Pastor John Larson, Don Loptien, Dennis Lord, Tim McClaren, Arvin Michel, Charles Mielke, Carol Stamp, Marion Wilson, Rev. Michael Zehnder

**Call to Order:** Arvin Michel, President, called the meeting to order at 6:33 PM.

**Opening Prayer:** Pastor John Larson offered an opening prayer.

**Opening Devotion (Elders):** Don Loptien shared an article title "Easters to Remember" by Wilma Williams. Ms. Williams lived in Arkansas most of her life and she described memories as a southern woman attending church on Easter. One of her favorite hymns was *He Rose*. Don offered a handout of the hymn to members of the Council.

## Approval of Meeting Agenda

- The meeting agenda was presented by Arvin Michel.
- Dennis Lord requested addition under New Business to address electronic storage of documents.
- Also, Michael Zehnder asked to report at the beginning of meeting, as he will need to leave early.
- The revised agenda was approved by the Council members.

## Approval of March 2019 Council Meeting Minutes

- The March 12, 2019 Council meeting minutes were **corrected** as follows:
  - *Ladies' Guild – Carol Stamp*
    - ... The meeting will include a salad ~~and~~ potluck supper. ...
- The Council members **approved** the meeting minutes as amended.

## Director of Music Ministries – Michael Zehnder (Handout)

- Ascension Chorale has been working diligently on this season's special music Eli Faulk (10 years old) has been working on special percussion music with the choir for Palm Sunday for the past two months! The music piece is hard to play, but Eli has done very well.
- Council members offered a special commendation on the recently performed "Jesus Loves Me" arrangement.
- Wednesday Night Live singers recently sang "Show Me Thy Ways" in both services.
- The Gloria Dei Ringers have lost 2 rehearsals due to weather. They are performing a level 3+ piece for Easter called "Vivamus" (Let Us Live).
- The Praise Teams continue their fine work for the second service leadership in Music Ministry. Youth will play on Sundays 1 & 3 and Agape plays on Sundays 2 & 4. In May and in the summer, the teams will switch Sundays a couple of times to accommodate some leader vacations.
- Recently, quite a few stops on the organ have gone out of tune. Some reeds are not correctly speaking and the Tremulant motor on the Great is creating such a racket it is unusable. Michael has contacted Morel and Associates and asked them to perform the needed repairs and tuning before Easter.
- Michael has been contacted by the American Guild of Organists to serve on the board of the Rocky Mountain Chapter as Member At Large and Chaplain. Michael has agreed to put his name on the ballot and elections are held in May.
- Michael indicated that "Fellowship Ministries" from Phoenix, Arizona will likely be performing at Ascension on the afternoon of May 19<sup>th</sup>.
- There were no additional questions for him, so Michael Zehnder left the meeting.

## New Business/Discussion

### *Boy Scout Troop 361 Discussion on Starting a Girl's Group*

- As was discussed in detail at the March 9, 2019 Council meeting, the group revisited the topic of allowing the Boys Scout Troop 361 start a girl's group under the same charter. Arvin indicated that we have three basic choices, 1. No, we are opposed to the girl's group forming; 2. Yes, we approve the formation of a girl's group to

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meet on the same Monday evening as the boys group; 3. Yes, we approve the formation of the girl's group but they should meet on a different night from the boy's group.

- There was some discussion on the various options.
- The Council **moved** and **seconded** to approve the addition of a girl's group under the Boy Scout Troop 361 charter, as long as space is available in the church building.
  - Discussion included a question on who determines where they will meet. The building use form will need to be filed through the church office to request a meeting time and room location. The girl's group could use the community room or elsewhere with the understanding that certain things are not to be disturbed in the building. The current Boy Scout troop is good about coordinating with the church office on room usage.
- Council voted unanimously to **approve** the addition of a girl's group under the Boys Scout Troop 361 charter.
- Pastor Larson agreed to inform Dave Roos, Boy Scout Troop 361 Representative, of the Council's decision.

## Electronic Storage of Documents – Dennis Lord

- As a follow-up to discussion at the February 12, 2019 Council meeting, Dennis offered a visual presentation and explanation on the electronic storage of documents options. Questions that the Council will have to answer include how, what, and the purpose for implementation of the electronic storage. Answers might be to cut down on paper usage, online transparency of church governance, and continuity from year to year as church officers change.
- After meeting with Ian Kirschner, the suggestion was to start small and build as the need arises.
  - There was discussion on setting up log in identifications and sensitivities.
  - At this time we might defer posting financial reports.
  - Dennis presented a live computer demonstration on how the documents might be available through the Ascension Lutheran Church webpage ([www.alutheran.org](http://www.alutheran.org)). There is a link on the webpage under the *Resources* tab where the *Church Council Meeting minutes* can be found.
  - Some Council members voiced strong concerns on publishing financial information on the internet as shown in the Council meeting minutes. The consensus of the group seemed to be not to include personal information and keeping the financial reports simple. Dennis will make sure any financial details will be removed from past Church Council minutes before publishing them on the website.
- Dennis emphasized that the options are endless on what we might want to put on the website (i.e. individual board reports.)
- Council agreed to move forward with the project. The congregation will be notified that Church Council minutes are now available online.

## Reports/Discussion

### Pastor John Larson

- Pastor reported that the Elders have been discussing the 67<sup>th</sup> Regular Convention of the LCMS in Tampa, Florida in July 2019. Arvin will be representing Denver Southwest Circuit at the gathering. Although we are not sure of the charity involved this year, the gathering typically collects a special offering. Once we are aware of the charity, it will be announced to the congregation. Sometimes individual congregational members like to personally support the special charity offering.
- Lenten lunches were provided by Edna Achziger at no cost. She has been feeding 40-65 people every Wednesday in Lent. Last year the Council agreed to match the Lent offering and give it to a charity. Last year \$750 was matched from Thrivent Choice dollars.
- The Council offered a **motion** to use Thrivent Choice funds to match the free will offering from 2019 Lenten luncheons. The motion **passed unanimously**.

### Community Outreach – Isaac Hein

- Isaac was not able to attend the meeting.

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## Director of Education – Kathy Johnson

- Kathy reported the Youth will be providing a breakfast on Easter Sunday morning from 7:00am to 10:00am. It is a very big fund raiser for the group.
- Children in grades 3 to 6 will have a flashlight Easter egg hunt on April 14<sup>th</sup> at 6:30pm.
- On Saturday, April 20 at 10:00am there will be an Easter egg hunt for younger children (through 2<sup>nd</sup> grade).
- The Chick-Fil-A cow may be at the egg hunt.
- Also there will be some free kids meal coupons from Texas Roadhouse restaurant.
- There has been a change to the King Sooper fund raiser program. Instead of using the King Sooper gift card to direct funds to the ALC youth, the individual shoppers must use the King Sooper App and designate Ascension as the charity. In order to aid the congregation with the change, laptop computers will be set up on Sunday's and people will be available to help. Also, the Happenings newsletter will announce the change. The new program will not reward Ascension for fuel purchases. (Individuals still receive fuel point discounts though.)

## Treasurer – Allen Brookshire

- Treasurer's Report for March 2019 was distributed for review. (Handout)
- Expenses exceeded income by \$4,000 for the month.

## Ladies' Guild – Carol Stamp

- Carol indicated there was nothing to report.

## Stewardship – Linda Achziger

- Linda stated that she was working on a couple of ideas for Stewardship and will be getting things together soon.

## Parish Education – Sherry Hitztaler

- Sherry offered a handout to Council Members. (Information from the handout is shown below).
- The board of Parish Education hosted the Lenten supper on April 3, 2019 with Life Enrichment.
- A board of Parish Education meeting was held on April 3, 2019. The next board meeting is May 22, 2019 at 10:00am.
- Extended Day Preschool (Chandra Cornell)
  - There is a possibility of expansion of the Extended Day Preschool in 2020.
  - Enrollment for 2019-2020 is expected to be higher than this year.
  - There is a 4% tuition increase; \$225 for two days and \$304 for three days.
  - The new on-line registration seems to be going well.
  - Last day of school is May 15, 2019.
  - There are plans to explore extended days/hours for the 2020-2021 school year.
- Education (Kathy Johnson)
  - Vacation Bible School dates are June 10-14, 2019.
  - ALC will host a mini-VBS at Immanuel Lutheran Church tentatively June 25-27, 2019.
  - The youth group is getting ready for the National LCMS Youth Gathering in Mid-July 2019.
- Youth (Christa Kirschner)
  - The Butter Braid sale was very successful. Profits were about \$600 with \$500 matching funds from the Foundation.
  - Pizza party and egg stuffing for the youth group was on April 7, 2019.
- Young Adult (Jenna Lawrenz) Bible studies and social events are going well.
- Library (Mary Hert) is in the process of compiling the inventory of materials.
- Nursery (Linda Achziger)
  - Sarah Scott is serving in the 8:00am worship service and Esther Langness is serving in the 10:30am worship service.
  - Rose Berger is serving during Wednesday Night Live (WNL), Maundy Thursday, and Good Friday.
  - All toys will be cleaned after WNL ends.
- Homeward Groups (Mike Zehnder)

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- Rev. Zehnder has visited all the Homeward groups.
- An informational booklet for all Bible studies will be published this summer.

## Trustees – Chuck Mielke

- Chuck provided a written report to the Council to include some discussion. (Information from the handout is shown below).
- West side downspout has been installed along the west side of the Education building to attempt eliminating some winter snow melt drainage and ice in the parking lot.
- Education building committee update:
  - Ed Geisler, Committee Chair, has resigned effective April 29, 2019. We thank Ed for his service and devotion to starting the committee.
  - The committee will meet again on April 25, 2019 to discuss their presentation to the Voter's meeting and the open Chairperson position.
  - At the last Committee meeting (April 4<sup>th</sup>) they approved a Space Planning contract with Lewis and Himes. The Phase 1 study costs \$2,090. The contract will produce as-built drawings, space plan schematic, and one revision. The contract does not commit Ascension any further.
  - They hope to have the space plans available for review at the April Voter's Meeting. Jim Riebling will present the committee's progress at the Voter's Meeting on April 28<sup>th</sup>.
- The Trustees met on March 30<sup>th</sup> and discussed the Education Building.
  - Their recommendation was the minimum renovation of the building to include paint, new flooring, and new ceilings.
  - The heating system is in good shape. But, it is the distribution of some thermostats and poor windows that cause most of the heating and cooling problems.
  - There are other projects, such as the kitchen and boiler, which need to be put on the list and included in the budget for future consideration.
- Trustees are planning to fund the removal and replacement of the ground cover in the outside area north of the Fellowship Hall. We are hoping to get help from either our Youth Group or Boy Scouts. The project may cost \$1,000.

## Elders – Don Loptien

- Don indicated there are many worship services in the near future with Maundy Thursday, Good Friday, and three services on Easter Sunday.
- Elders continue to discuss the possibility of installing projection screens in the Sanctuary. But they will not pursue the possible installation of screens with the congregation while Trustees are pursuing the Education Wing project. Michael Lawrenz is in charge of the screens project. Part of the discussion includes the logistics of electronics. How will the use of screens enhance the worship service? It would likely cut back on the cost of using paper. The comment was made that use of the screens would focus the worshipers' attention toward the cross at the front of church instead of looking at the paper copy of the order of worship. The Elders want to try covering all the bases before making a presentation to the Voter's Assembly.

## Life Enrichment Series – Marion Wilson

- Marion stated that there was nothing to report.

## Columbarium Memorial Garden – Norm and Connie Fringer

- Although the Fringer's were unable to attend the meeting they provided a handout detailing the activities involving the Columbarium Memorial Garden. (Details from the report are shown below.)
  - There were no new activities (sales or inurnments) occurring during the past month. However, a niche sale is in progress and should be completed by the next reporting period.
  - In March 2019, Homecoming, Inc. notified Ascension Lutheran Church that a new pricing structure will be effective May 1, 2019. There is a \$10 increase for wall package and completer package. A copy of the

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letter from Homecoming, Inc. was provided to the Council describing the change. Shipping costs vary depending on the urgency of the package.

- The cleanup of the Columbarium surfaces continues on a regular basis.

## Miscellaneous Items:

- Arvin Michel indicated that we still do not have a volunteer to act as the contact person for the Care Portal position.
- Pastor reported: As was discussed at the March 12, 2019 Council meeting, the mother of a former preschool student is still planning to use the Community Room at ALC on May 11<sup>th</sup> and June 22<sup>nd</sup> to distribute food to folks in need.
- Also, a request was received from a food co-op which has outgrown their operations in a garage. They asked to hold their food distribution in the ALC parking lot. It is on Saturday. Trustee Chuck Mielke indicated that it was alright to use the parking lot, as long as they pick up any trash or other items.

## Board of the Month

- Trustees is the board of the month for May 2019.
- Duties include the following: devotion for Council meeting, coffee cleanup on Sunday, and *Ascension Happenings* newsletter insert each week.

## Announcements

- Next Council meeting is May 14, 2019 at 6:30pm.
- Next Voter's meeting is April 28, 2019 at 12:00pm.

## Adjournment

- The meeting adjourned at 7:59pm.
- Arvin Michel closed with a prayer and the Lord's Prayer.

----Respectfully Submitted by Tim McClaren, Secretary

# Ascension Lutheran Church – Council Meeting Minutes

May 14, 2019

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## In attendance:

**Council Members:** Linda Achziger, Connie Fringer, Norm Fringer, Isaac Hein, Sherry Hitztaler, Kathy Johnson, Pastor John Larson, Dennis Lord, Tim McClaren, Arvin Michel, Charles Mielke, Carol Stamp, Marion Wilson, Brian Wilson, Rev. Michael Zehnder

**Call to Order:** Arvin Michel, President, called the meeting to order at 6:29 pm.

**Opening Prayer:** Pastor John Larson offered an opening prayer.

## Approval of Meeting Agenda

- The meeting agenda was presented by Arvin Michel.
- There were no additions or revisions to the agenda.
- The agenda was accepted as presented.

## Approval of April 9, 2019 Council Meeting Minutes

- The April 9, 2019 Council meeting minutes were **corrected** as follows:

*From Page 3---*

Director of Education – Kathy Johnson

- ...
- ...
- ...
- The Chick-Fil-A cow ~~will~~ **may** be at the egg hunt.
- Also there will be some free kids meal **coupons** from Texas Roadhouse restaurant.
- ... The new program will not reward **Ascension** for fuel purchases. **(Individuals still receive fuel point discounts though.)**

Parish Education – Sherry Hitztaler

...

- Education (Kathy Johnson)
  - **VBS Vacation Bible School** tentative dates are June 10-14, 2019.
  - ALC will host a mini-VBS at Immanuel Lutheran Church **tentatively** June 25-27, 2019.

The Council members **approved** the meeting minutes as amended.

**Opening Devotion (Trustees):** Chuck Mielke shared an entry from *Portal's of Prayer* devotion book title "Voices and Doors". The topic focused on John 10:14, *I am the good shepherd. I know My own and My own know Me.*

## New Business

*No new business was presented.*

## Ongoing Business

*Boy Scout Troop 361 discussion on starting a girl's group*

- Chuck Mielke recently spoke to the Boy Scout leader concerning placement of a Scouting awards plaque. The leader indicated that no further action has been taken to date in starting the girl's group. They are still discussing how to proceed with the girl's group.

*Electronic Storage of Documents – Dennis Lord*

- As was requested by the Council, Dennis has pulled any financial information from the ALC website documents.
- There was much discussion among Council members on how we might proceed with electronic storage of documents. (What to post on the website versus not post.)
- The current format provides for placing of documents on the ALC webpage and access is not password protected.

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- Kathy Johnson voiced concerns on potential security lapse by placing certain documents on the website.
- There was discussion on whether to post the Education Wing Committee building plans on the website.
- Council asked Dennis to investigate the idea of creating password protected folder(s) on the website. In doing so, certain sensitive documents could be stored and allow restricted viewing potential.
- Dennis agreed to meet with Ian Kirschner to discuss the creation of a password protected folder(s).
- As a last point, the Council agreed to leave the proposed Education Committee building floor plans on the website.
- A ***motion*** was made to: Create a document folder on the ALC webpage with access via a log on identification and password. Following a second to the motion and very little discussion, the motion ***passed unanimously***.

## Reports/Discussion

### Pastor John Larson

- Pastor reported that Littleton Family Services used Ascension's building on Saturday, May 11<sup>th</sup> for a food and clothing pantry. They served 22 people and they are scheduled to hold another event on June 22<sup>nd</sup> in the fellowship hall.
- The Connections through Memory Loss Event has been meeting once a month at Ascension. The group has seen steady growth and currently 30-35 people attend each time. The next meeting is Thursday, May 16<sup>th</sup> and there are new names on the reservation list. The people who regularly attend have expressed real appreciation for the meetings.
- The Ascension staff will be meeting with Bob Hea, Chairmen of Education Wing Committee, to further discuss the proposed remodeling plans.
- Confirmation Sunday will be May 19<sup>th</sup> and the summer schedule will begin June 2<sup>nd</sup>.
- Pastor passed around the master church calendar for review and update suggestions.
- The summer *Coffee Under the Trees* signup sheet was passed around the council members to review and offer to sponsor one or more Sunday's from June 2<sup>nd</sup> through September 1<sup>st</sup>.

### Treasurer – Allen Brookshire

- Allen was unable to attend the meeting, but he emailed to all Council members a provisional Treasurer's Report for April 2019.

### Life Enrichment Series – Brian Wilson

- Brian reported that a concert will be held at Ascension on Sunday, May 19<sup>th</sup> at 4:00PM. Dave Anderson and Roger Walck will be in concert with a free will offering to support Shepherd's Canyon Retreat. The retreat is a place church workers can go to receive counseling when feeling overwhelmed or burdened. Brian encouraged everyone to attend and support the concert.

### Music Ministry- Michael Zehnder

- A handout was provided explaining the various aspects of the music ministry (see the report below):

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## MUSIC GROUPS

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Ascension Chorale and the Gloria Dei Handbell Ringers will perform for the last time this season on confirmation Sunday May 19. They have worked hard all year to beautify our services. If you see one of these 45+ plus people on Sunday, it would be a good time to say thanks! 😊

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## CHILDREN'S MUSIC – WNL

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Wednesday Night Live ringers performed for the last time this past Sunday. They played "We are Climbing Jacob's Ladder" and even though the piece was simple they worked on it for three months. Due to illness and conflicts we had 3 subs on Sunday!

## PRAISE TEAMS – YOUTH AND AGAPE

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The Praise Teams continue their fine work for the second service leadership in Music Ministry. Youth play on Sundays 1 & 3 and Agape plays on Sundays 2 & 4. They will continue their work through the summer

## SUMMER MUSIC SCHEDULE

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This summer, as we have done for the past two years, individual soloists and/or instrumentalists will bless our services with, solos, duets, trios, octets and the like each week.

## ORGAN

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Our organ was tuned the week before Easter and a number of repairs were made. The motor on the tremulant had gone out of balance and created a racket. They were able to adjust it and it is quiet again. The Swell Box Shutters were not closing all the way which made it impossible to make a complete diminuendo. They were able to reapply and adjust the chain on the shutters and they now close completely, working properly.

**There remain two repairs which I would like to make.**

1. One is to add a toe stop for the Zimbelstern, making it possible to turn it on/off with the feet as well as the hands. The cost to furnish and install a toe piston reversible for the Zimbelstern would be \$650.00
2. The other repair is for the Gedeckt flute on the Swell. It is constantly going way out of tune and is already way out of tune again since the Easter tuning! This is rare for a flute stop. The reason for this is that the stoppers need re-leathering.

Here is the estimate to repair this from Morel and Associates:

*"To repack the Swell Gedeckt stoppers would require that the pipes be removed and transported to the shop. In the shop, the pipes would be cleaned, the stoppers re-leathered, and finally placed on the voicing machine to be regulated and tuned before they are returned to the church for installation and final tuning. The cost for this work would be; \$4,800.00, and would require that the pipes be out of service for one to two weeks."*

## AMERICAN GUILD OF ORGANISTS

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Last evening I was unanimously elected to be on board of directors of the Rocky Mountain Chapter of the American Guild of Organists which is a two-year term. There was a special service of installation at Christ Church (Episcopal) Denver last night and I was installed along with a few other new members of the Board.

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## HOMeward GROUPS

I visited the last group a few months ago (the Redden Homeward Group) and during the summer months I will be able to create a booklet of information on these groups and our other adult studies. The goal is to advertise what we offer and grow in numbers of people studying God's Word. Most of our groups are already pretty full so we will be starting some brand new Homeward groups as well in the Fall. Besides advertising this to the church at large, I am strategizing an increase by especially targeting and contact new members who have joined Ascension in the past two years and Kathie has assured me that using Shepherd's staff she can provide me with this strategic list. Since being in the Word is a huge key to spiritual health and growth I would like to encourage all leaders of the church and – especially members of the Council and Elders – to be in one of our Adult Bible Studies. Please keep your eye out for this new brochure as it will help you know all the possibilities available.



## THOUGHTS ON THE COLUMBARIUM

*Sometimes, I just have to observe things for a while before asking questions....* We have a beautiful Columbarium and I commend those who are responsible for its upkeep. The area is very beautiful. One of the things I have noticed over the past few years is that people try to remember their loved ones with flowers, cards or other tokens on special days. However, as you can see from the pictures below, our set up makes it difficult to place such things at the gravesite in a way that is specific to any individual. Things also quickly fall over or are blown away by the wind. I don't have any specific recommendations, but I am wondering if we could make it easier for people to place remembrances. Perhaps there are more accessible ways we could make it possible for people to remember their loved ones...

- A ***motion*** was made to approve the upgrade and repairs be completed on the organ as follows: A) \$650 to furnish and install a toe piston reversible for the Zimbelstern; B) \$4,800 to repair the Gedeckt flute on the Swell. The repair will be paid out of *Account 017-00-03-25 Organ Refurbishment*. Following a second to the motion, the motion ***passed unanimously***.
- Connie and Norm Fringer will investigate some options with regards to the display of flowers, cards and other tokens in the Columbarium area.

### Ladies' Guild – Carol Stamp (Handout details are outlined below)

- Ladies Guild served two funeral luncheons: Joyce Wagner and Hunter Evans.
- They hosted the LWML South Central Zone Spring Rally on Saturday, May 11<sup>th</sup>.
  - Approximately 35 ladies were in attendance. In addition to the Zone Counselor Pastor James Fernandez leading a Bible study, Judy Finnessy, from the Denver Society of Creation, was the afternoon featured speaker.
  - Bethesda Auxiliary set up tables with their handmade items for sale.
- The net general meeting will be Saturday, May 18<sup>th</sup> with "Bingo for Mites". Snacks will be served in the Community Room from 1:00pm to 3:00pm.
- A reception is being planned for Confirmation Day.
- We will host coffee under the trees on June 2<sup>nd</sup>.
- Planning day is June 22<sup>nd</sup>.

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## Stewardship – Linda Achziger

- Linda plans to send 2 or 3 ideas to the Pastor for consideration.

## Director of Education – Kathy Johnson

- Sunday is the Confirmation service where 6 young people will be confirmed.
- The last Sunday School class will be Sunday, May 19th and it will resume in the Fall.
- Adult Bible Study will continue on Sunday's at 9:15am.
- Vacation Bible School is fast approaching in June and there is still need for more adult volunteers, especially in the kitchen and crafts.
- Online registration for VBS is ahead of last year. There have been no paper registrations, but all online. Last year there were 120 kids.
- On the last day of VBS, June 14<sup>th</sup>, there will be a carnival picnic.

## Parish Education – Sherry Hitzler

- Sherry indicated that the next Board of Education meeting is Wednesday, May 22<sup>nd</sup>. They plan to investigate how to increase preschool enrollment.

## Community Outreach – Isaac Hein

- Isaac indicated he has nothing to report.

## Trustees – Chuck Mielke

- Chuck provided a handout of information and discussed the following topics:
  - Education Wing Committee has posted the first version of the space planner's concept floor plan for remodeling the Education wing in the narthex. They know the plan will likely change, so they ask for input. The plan will be available for comment until June 9<sup>th</sup>.
  - The bell tower is rapidly deteriorating. They will investigate the cost of repair and painting. The project will be expensive.
  - A new bike rack is under the overhang to the north left of the main building entrance from the parking lot.
  - A new security camera system has been installed in the main parking lot entry. The new camera is in color and it includes DVR storage. After reviewing how the system is working, they will decide if additional cameras will be added. A possible location for an additional camera is the middle light pole in the parking lot, as it was originally wired to accommodate a camera.

## Columbarium Memorial Garden – Norm and Connie Fringer

- A written report was distributed and the following topics were discussed:
  - There were two activities over the past month: 1) An inurnment for Joyce Wagner, and 2) a single niche was sold for Bill Siebert.
  - An inventory record sheet is being developed showing occupied and available space in the Columbarium. Also, the list can be easily reviewed by Pastor and office personnel.
  - Surface cleaning of the Columbarium facing continues on a regular basis.
  - A question was raised as to whether the irrigation has been turned on in the area of the Columbarium? Chuck Mielke indicated that Jim turned on the irrigation, but Chuck will confirm the same with Jim.

## Miscellaneous Items:

- Dennis Lord had a recent encounter where someone was inquiring as to whether a forum exists for churches to share problems and solutions to various issues. Michael Zehnder suggested a Facebook page titled, *LCMS Encouraged and Encouraging*.

## Announcements

- Next Voter's meeting is September 22, 2019.

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- Next Council meeting is June 11, 2019 at 6:30pm. President Arvin Michel will be out-of-town June 4-15, 2019 and Vice President Dennis Lord will chair the June Council meeting.
- On June 2, 2019, the Denver Creation Society is hosting *Age of the Earth Conference* at Peace Lutheran Church in Arvada. There is going to be four nationally known scientists speaking. It should be very interesting and everyone is encouraged to attend.
- A formal ***motion*** was made *to officially commend Jim and Judy Finnessy for their excellent work in organizing and executing the Denver Creation Society workshop at Ascension on May 3<sup>rd</sup> and 4<sup>th</sup>.* Following a second to the motion, it ***passed unanimously.***

## Board of the Month

- Council is the board of the month for June 2019.
- As *Coffee Under the Trees* will be occurring in June, Council members should serve as a “backup” to help clean up after the event each Sunday. Other duties include the following: devotion for Council meeting and *Ascension Happenings* newsletter insert each week. Arvin volunteered to write the insert for the *Happenings* newsletter. Brian Wilson agreed to do the devotion for the next Council meeting.

## Adjournment

- The meeting adjourned at 7:43pm.
- In closing, everyone said the Lord’s Prayer.

----Respectfully Submitted by Tim McClaren, Secretary

# Ascension Lutheran Church – Council Meeting Minutes

Tuesday, June 11, 2019

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## In attendance:

**Council Members:** Allen Brookshire, Connie Fringer, Norm Fringer, Isaac Hein, Pastor John Larson, Don Loptien, Dennis Lord, Tim McClaren, Chuck Mielke, Carol Stamp, Brian Wilson, Marion Wilson, Rev. Michael Zehnder

**Call to Order:** Dennis Lord, Vice President, called the meeting to order at 6:31pm.

**Opening Prayer:** Pastor John Larson offered an opening prayer.

**Opening Devotion:** Brian Wilson shared a devotion titled "Wind and Waves". Some of the discussion included a description of how Jesus "...rebuked the wind and said to the sea, "Peace! Be Still! And the wind ceased, and there was a great calm." The point was how our lives are like a storm tossed sea and how we should put our faith in God and not to worry.

## Approval of Meeting Agenda

- The June 11, 2019 meeting agenda was presented by Dennis Lord.
- There were no additions or revisions to the agenda.
- The Council members **approved** the agenda as presented.

## Approval of Previous Council Meeting Minutes

- Dennis Lord asked for corrections or additions to the May 14, 2019 Council meeting minutes.
- The Council members **approved** the meeting minutes without correction.

## New Business

### *LCMS National Offering – Thrivent Choice Dollars*

- Pastor John Larson explained that Arvin Michel will be representing the Denver Southwest Circuit at the 67<sup>th</sup> Regular Convention of the LCMS in Tampa, Florida in July 2019. All Congregations in the LCMS are being asked to support the *National Offering* at the convention. In the past, Ascension has used Thrivent Choice Dollars to donate to the *National Offering*. Also, LCMS has provided flyers to be put in all congregational Sunday bulletins to better explain the *National Offering* purpose.
- A **motion** was made to send \$1,000 to the LCMS National Convention using the Thrivent Choice account. The motion **passed unanimously**.

## Ongoing Business

### *Website – Password Protection Update*

- Dennis Lord reported that he met with Ian Kirschner concerning the possibility of creating a password protected access to certain portions of the Ascension Lutheran Church website (www.alutheran.org). Ian felt that such a project would be leaving the realm of a volunteer and moving instead to a full time administrator of the website. Ian does not want to become the full time administrator. So, Dennis asked for ideas on how to proceed. Do we pursue or abandon the idea, for now, concerning password protection?
- Pastor Larson summarized that, as it is now, anyone can still go to the website and read minutes with limited financials. The concern over creating a password started with a suggestion to publish the building remodel plans.
- There was much discussion by Council members over what direction to take concerning the password protection.
- A **motion** was made to continue with website access as it currently is set up. Without being password protected, people will be able to read minutes with limited financial information. The motion **passed unanimously**.

## Council Member Reports/Discussion

### Pastor John Larson

- Pastor passed around the master church calendar for review and update suggestions.

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- Pastor reported on behalf of Kathy Johnson, Director of Education. There are 111 kids in Vacation Bible School. Of those 111 kids, 60 are school age and 51 are preschool age. It has been a good week so far and the weather has been good!
- Pastor indicated that the staff has been talking about having a purging week. The purge week will likely be sometime in July. They will use the entire week to go through stuff and decide if it needs to be pitched. While looking at the master plan, the staff will ask people to help go through things (i.e. Ladies Guild, Trustees, committee members).
- A request was received from University Lutheran Chapel (ULC) in Boulder, Colorado. It is a campus ministry of the LCMS to CU Boulder. The ministry has been receiving compensation from a rental house. But, the house has fallen into disrepair and is not habitable. They are losing \$20,000 in annual revenue by not being able to rent the property. It truly hurts their budget. ULC is asking congregations in the area for gifts to help with the budget shortfall. Even though ULC says the house is deteriorated beyond renovation, the ALC Council members discussed the possibility of Ascension sending a committee to the ULC rental house to see if it can be restored. Pastor Larson will address the possibility of renovation with ULC Pastor Joshua Hayes. Then, the ALC committee will see if the congregation and the Foundation might want to help ULC. The matter was tabled until the next Council meeting.
- Pastor received an update from Jude Donovan that the pamphlet which describes the Betty White stained glass windows at Ascension is in limited supply. June spoke to the original printers of the pamphlet and they indicated 500 printed copies of the brochure will cost \$1,130. The printer does not have the original file but they can set it up again. It was suggested to make copies of the brochure on the Ascension copier, but an attempt to so produce a poor quality result. It was also suggested that if we decide to print the brochure again that it might be done along with the anniversary date of the stained glass windows dedication. It was decided that due to the cost, the matter was not pressing to complete at this time. The company which would produce the brochure is Cottrell Printing in Centennial, Colorado. Another suggestion was to put a descriptive plaque next to each window and use Betty White memorial money to pay for the project. Also, instead of spending the money on printing of new pamphlets, it was proposed to put something on the ALC website, at minimal cost, where everyone might readily have access to the stained glass window history.
- The youth mission trip to Minnesota will be July 9-14, 2019. Both the kids and the adult chaperons are excited about the upcoming adventure.
- Chuck Mielke raised an issue about the Vacation Bible School registration process. He suggested that we look into future use of paying the VBS registration fee with a credit card and/or online. Chuck was helping with registration this year and a number of parents questioned the paying with cash or a check. He stated that it is a problem and it would be helpful to look at other options. Even if we use something like PayPal or Venmo. The matter will be turned over to Sherry Hitzler in Parish Education to research some options.
- The church picnic will be Sunday, June 16, 2019 which is also Father's Day. The worship service will be held at Sterne Park at 10:30am with the picnic to follow at 11:30am. A list of items still needed for the picnic was passed around for Council members to sign-up to help provide.

## Treasurer – Allen Brookshire

- Allen provided a detailed handout financial report and provide the following highlights:



## Music Ministry- Michael Zehnder

- A handout was provided explaining the various aspects of the music ministry (see a portion of the report below):
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## SUMMER MUSIC SCHEDULE

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People have stepped up and every single week in the summer is scheduled with soloists and/or instrumentalists to bless our services with, solos, duets, trios, octets and the like each week.

## ORGAN

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Morel and Associates has agreed to add the reversible toe stop for the Zimbelstern and re-do the leathering on the Swell Gedeckt stoppers. This work will be done during the summer and the pipes for the Flute stop will be removed and taken to the factory for approximately two weeks. This will only affect the one flute stop on the Swell division; the remainder of the organ will be useable during this repair.

## HANDBELL REFURBISHMENT

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Evidently our handbells have not been refurbished for approximately the last 15-20 years. As with all moving parts, things crack or break over time and we now have a situation where that is happening more frequently. I would like to send in our bells for refurbishment to the company that made them: Schulmerich. Durwin and I think the Essential Handbell Refurbishment option is what we need. The cost would be \$2,700 for a 5 octave set plus a \$90 per octave shipping cost (\$450 for 5 octaves) which would be a \$3,150 total. This assumes no other parts would need to be replaced beyond those covered in the Essential Handbell Refurbishment option. There are a lot of Memorial Funds that could be used to cover the cost. A couple that could be used would be the Kevin Mills fund (\$2,005) and Betty Van Pelt fund (\$1,350), although there are several smaller funds that could be used, as well. Please advise.

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- It was suggested that memorial funds might be used to refurbish the hand bells.
- A ***motion*** was made to engage Schulmerich Bells LLC to do an essential Hand bell refurbishment at \$3,150. Pastor Larson will work with Michael Zehnder to identify appropriate memorial funds to pay for the repair. After some minor discussion, the motion ***passed unanimously***.
- In preparing for VBS, the question was raised as to why there were extra hand bell pads stored in the Sunday School room. The extra pads were temporarily moved to the balcony. They are not really being used by anyone.
- A ***motion*** was made to offer the six hand bell pads to other organizations that might use them or place an offer in the Lutheran Witness magazine. After some minor discussion, the motion ***passed unanimously***.
- A repair is needed for the Casio keyboard which is used during Sunday School time. There is a repair place located in Colorado Springs, Colorado and they offer to repair the keyboard for \$60. But, there is the question of getting the instrument to Colorado Springs. Chuck Mielke offered to transport the keyboard to the repair facility.

### Columbarium Memorial Garden – Norm and Connie Fringer

- A handout was provided explaining some current aspects of the Columbarium Memorial Garden. Norm Fringer read the following from the handout:
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. The closing of the first and second church services memorial weekend were held out in the CMG. Numerous flowers and plants were arranged within the Columbarium.

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- . An inventory record sheet is being worked on so information of occupied and available spaces can be easily viewed by Pastor John and office personnel. The completed spread sheets should be available by the July council meeting.
- . The cleanups of the surfaces of the Columbarium facings continue on a regular basis to remove dirt, webs, etc.

There have been no other activities performed during this reporting period.

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- Also the following memo was handout and read by Norm Fringer:
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Subject: Follow up on May 14 council minutes “Thoughts on the Columbarium”

Having little knowledge of how Columbarium Gardens are set up, operated and maintained around the country we contacted the group we felt had the knowledge to help us respond to the questions raised. The contact we made was to Homecoming Inc. who furnishes the Niches. The contact person was Amelda who has been with the company I believe since it began.

I asked for her help so we could respond to the “Thoughts on the Columbarium” which was brought up at the May Council meeting. She gave a brief summary of what they do as a provider of service and products to various groups. She thought she had a pretty good handle on what has happened at various sites. They work with over 1400 different churches with varying degrees of gardens. She stated that to the best her knowledge she did not know of anyone that attached anything to the surface of a columbarium (it is possible someone has done it).

We began on line looking at various Columbarium Gardens of various designs. Some designs were low walls with open ground in front with the capability of vases for flowers like you would find in cemeteries. The holders were not identified with individuals inurned. Some small gardens were like our own. In the pictures we looked at, there were no attached items to the niches/surfaces around them.

Ascension Lutheran Church Columbarium Memorial Garden design does not accommodate attachments to its surface which we personally agree with. In the years that the columbarium has existed, there has been a clause in the A MINIMUM GUIDE FOR MAINTAINING THE ALC COLUMBARIUM MEMORIAL GARDEN (CMG) IN IMMACULATE CONDITION. It reads; “15. Memorials of fresh cut flowers and potted plants are only permitted in the CMG during the Memorial Day Week End. No other memorials of any kind are permitted at any time”.

Further, we had a discussion with the past chairman of the Columbarium who felt that it was appropriate to stay with the concept that has been in place since the development of the Memorial Garden. Our feeling is we might want to review the statement and make sure it reads to address all types of items: cards, trinkets, etc., then make it part of the purchase agreement package.

We welcome any suggestions or comments you may have.

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- Based on their research and the ALC Guidelines for maintaining the Columbarium, Norm and Connie Fringer are not in favor of attaching flower vases or other items to the surface of the Columbarium. It really has not been a problem in the past. There was some discussion on the matter by Council members but no action was taken. The Council members urged the Fringer's to continue with what they are doing in following the rules and guidelines for the Columbarium. They were thanked for their extensive research and report on the subject matter.

## Community Outreach – Isaac Hein

- Isaac indicated he has nothing to report.

## Elders – Don Loptien

- Don mentioned he will be out of town in July and there will not be a July Elders meeting. There was nothing more to report at this time.

## Ladies' Guild – Carol Stamp

- Carol Stamp explained that the final meeting of the year was in May with an emphasis on Mite giving. They played Bingo for mites and collected \$101.50.
- Ladies Guild hosted coffee under the trees on June 2, 2019.
- They will have a planning day on June 22, 2019.
- There is a search for a Funeral Reception Coordinator. A notice will be put in *The Happenings* Newsletter. A complete job description is available.
- Also, they are searching for a volunteer to assist with the Craft and Bake Sale. Also, a notice has been placed in *The Happenings* Newsletter but no response has been received.

## Life Enrichment Series – Brian Wilson

- Brian reported that a very good concert was held at Ascension on Sunday, May 19<sup>th</sup> at 4:00PM. Dave Anderson and Roger Walck performed and received a \$328 free will offering to support Shepherd's Canyon Retreat. Plus, there were likely offerings that individuals sent directly to the charity.
- Entertainer Dave Anderson inquired of the possibility of Ascension's Foundation wanting to donate to the Shepherd's Canyon Retreat. Pastor Larson told them to contact the Foundation directly.

## Parish Education

- Although Sherry Hitztaler was absent, she did provide a handout that was passed around to Council members.
- Additionally, Pastor Larson and Dennis Lord offered some comments as follows:
  - Although there is no proposal for now, research has shown that ALC Extended Day Preschool (EDP) staff salaries are below that of other preschools in the area. So, EDP will likely be asking for a budget increase in the future to increase salaries.
  - There is discussion of increasing the number of weekdays offered in the EDP. But any changes will likely not occur until the 2020-2021 school year.
- The content of the handout is shown below:

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Extended Day Preschool - Chandra Cornell, Director

\*Focus on Budget and future preschool staff salaries

\*Chandra researched four other preschools and realized that ALC's Preschool Staff Salaries were slightly below the market rate.

\*Proposal to increase the hourly wages for the staff.

\*Proposed budgets will be developed by Chandra and forwarded to the Board for review and approval.

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\*Parent Survey with a 47% completion rate indicated that parents are happy with the Preschool, most are interested in extension of Preschool hours and days, and all are satisfied with the on-line Program (new) that provides better communication with school.

\*Clarify tuition collection policy for families who fall behind.

\*Increase publicity for EDP Program - Introduce staff to the Congregation; more visual signs on location, monthly updates in The Happenings; ALC website connection to Preschool; bulletin Board, etc.

\*Currently - 18 students enrolled for 2019-2020

Other Reports from Board Members:

Education Director - Kathy Johnson

\*VBS all set to go! June 10-14; theme is "Roar!"

Young Adult Ministry - Jenna Lawrenz

\*Summer Schedule - Bible Study, twice a month at ALC

\*Game Nights - month

\*Growing Group; from college age to 40.

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## Stewardship

- In Linda Achziger's absence, Pastor Larson offered the following:
  - A theme for the Stewardship Sunday has been selected. It is based on Psalm 116:12, "What shall I return to the Lord for all God's bounty to me?"
  - But, no date has been set to celebrate Stewardship Sunday.

## Trustees – Chuck Mielke

- Chuck provided a handout of information and discussed the following topics:
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- 1.0 **Parking Lot:** The car stops around the Handicapped sign (West sign) have become a tripping hazard. They have been removed. If the sign without the protection of the stops becomes a problem we will remove the sign. The parking space is designated with a painted logo on the pavement.
  - 2.0 **Education Building:** The Committee meets again on Thursday, June 13, 2019. They will analyze the results of the proposed plan and the comments it generated. Bob Hea is the new Chair of the Committee. The Committee will then plan and implement the next step in this process to update and improve the facility.
  - 3.0 **Narthex Speakers:** There is a problem with the speakers and we are trying to determine the cause of the problem. The solution may be very simple or perhaps require replacement of some of the equipment.
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- A question was raised as to the estimated date when the Education Wing Committee might have a report ready for presentation?
  - Chuck indicated that the building space evaluation is complete and the committee is working on a timeline.

## **Announcements**

- Next Voter's meeting is September 22, 2019.
- Next Council meeting is July 9, 2019 at 6:30pm.

## **Board of the Month**

- Life Enrichment is the board of the month for July 2019.
- As *Coffee Under the Trees* will continue in July, Life Enrichment should serve as a "backup" to help clean up after the event each Sunday. Other duties include the following: devotion for Council meeting and *Ascension Happenings* newsletter insert each week.

## **Adjournment**

- The meeting adjourned at 8:07PM.
- In closing, everyone said the Lord's Prayer.

----Respectfully Submitted by Tim McClaren, Secretary