

Ascension Lutheran Church – Council Meeting Minutes

Littleton, Colorado

Tuesday, February 12, 2020

In attendance:

Arvin Michel Pastor Larson, Linda Achziger, Collin Brinkman, Allen Brookshire, Connie & Norm Fringer, Sherry Hitztaler, Kathy Johnson, Roger Koester, Dennis Lord, Joyce Lord, and Don Loptien

Call to Order: President Arvin Michel called the meeting to order at 6:30 pm.

Opening Prayer: Pastor John Larson offered an opening prayer.

Opening Devotion: Linda Achziger presented a devotion titled Comfort from the Psalms "Strength to Endure".

Approval of Meeting Agenda

- The current meeting agenda of February 11, 2020 was presented.
- The Council members **Approved** the agenda with one correction.

Approval of Previous Council Meeting Minutes

- Arvin Michel asked for corrections or additions to the January 14, 2020 Council meeting minutes.
- The Council members **Approved** the meeting minutes with one correction.

Ongoing Business/Discussion

Constitution and Bylaws Committee Update – Arvin Michel

- We do have a committee now: Tim McClaren, Ed Geisler, myself, and Pastor Larson. No meeting as of yet, but I have provided them some papers to study.

Council Minutes on ALC Website Status – Dennis Lord

- Have reach back out to Ian Kirschner, thought things had been dropped by me since I forgot to provide Ian the source of minutes to post, now I am removing myself. I have connected Tim and Ian; they are now in-sync going forward Tim will provide Ian the source minutes and Ian will post them. Ian has been very gracious and will post the back minutes for 2019. If we are not caught-up by now we will be shortly. Minutes will be posted as draft then once the minutes are approved by the Council the approved minutes will be swapped for the draft minutes.

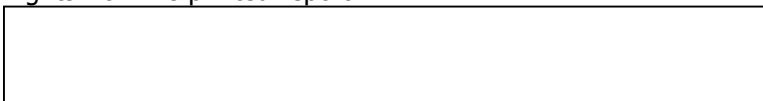
Council Member Reports

Pastor Larson

- Ash Wednesday is two weeks from tomorrow.
- Pastor Larson passed around the March church calendar of events to solicit corrections or revisions.
- Sign-Up for the Wednesday Evening Suppers for Lent:
 - Wednesday February 26, 2020 Ladies Guild
 - Wednesday March 4, 2020 Parish Education and Community Outreach
 - Wednesday March 11, 2020 Trustees
 - Wednesday March 18, 2020 Open
 - Wednesday April 1, 2020 Open
- We are Sheltering tonight – sort of – Spirit of Hope has yet to be approved by the Fire Marshall to host in their building as of yet, so whenever their week comes up either Faith Community Church or Ascension provides the building. Spirit of Hope provides the food, and volunteers. We hosted Sunday night with 29, Monday night with 24 and two different vans are transporting tonight's guests. Wednesday night and Thursday night we will be open. Friday and Saturday nights will be at Faith Community Church.

Treasurer – Allen Brookshire

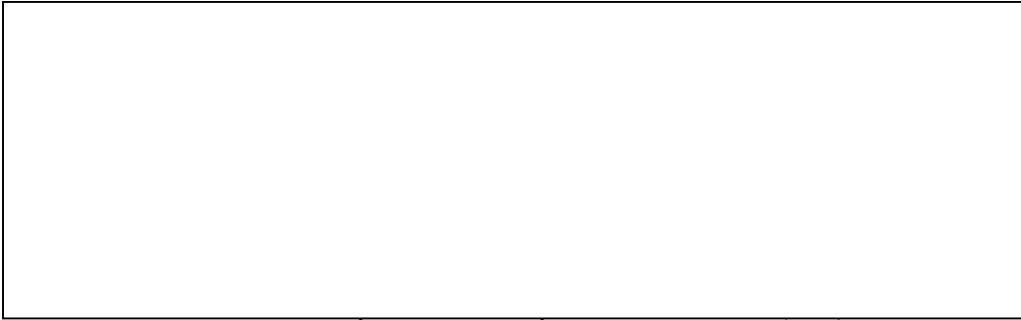
- Allen provided a handout detailing the financial situation of the congregation. Allen verbally read the following highlights from his printed report:



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- The Treasurer's report was accepted as presented.

Vice President – Dennis Lord

- Dennis Lord had nothing to report.

Director of Education – Kathy Johnson

- Thank you to everyone that purchased Breakfast Burritos fund raiser for the Youth. The Youth have another fund raiser coming up – selling Butter Braids again this year on Sunday March 8th and March 15th.
- High School retreat is coming up this weekend.
- In the process of looking at various VBS curriculum options – will settle on this in the next week or two
- Saturday, March 14, 2020 – Servant Saturday for anybody and everybody from 9:00 am to 12:00 pm donuts and pizza will be served. We are going to have jobs for everybody. Jim Mullane will have a wish list of things that need to be taken care of as well as EDP (touch up painting as well as some deep Spring cleaning). Will even have some jobs for children if they are here. Polishing and cleaning pews in the Sanctuary, this was done by Jim and Jackie Adams for many years.
- Thrivent Request for Choice dollars – Jenna has submitted this on behalf of the committee that is working on the Women's Retreat. This is the first ever Women's Retreat on Saturday May 2, 2020 from 9:00 am to 5:00 pm. Would like to have the Council consider donating between \$250 to \$500 this would help with cost for the Guest Speaker and food for the Ladies. Motion was made that we allocate up to \$500 from Thrivent Choice dollars for this event. **Motion was seconded and Approved.**

Columbarium Memorial Garden – Norm & Connie Fringer

- Norm and Connie Fringer no activity.

Community Outreach – Joyce Lord

- At the last Voter's meeting Lawrence Brown approached me and said the he was going to volunteer his time for computer training for the community. I am going to piggy back off of that and get more flyers made and be her to do some more Community Outreach work. If anyone would like to come and help it would be appreciated. Lawrence will be here on Saturday February 29th from 10:00 am to 12:00 pm. to help you learn how to back-up your information on computers and phones at no cost.

Elders – Don Loptien

- Presented a board report that showed all of the Partners that we support.
- Ascension is a tithing church – we have a 10% tithing that we do on the money that we have in our budget, in addition to any extra funds that we receive. This year we had a good amount of money to give away. Folks call it Mission funds but it not necessary Mission funds – some of it does go to Missions. However, the biggest amount of money we have goes to Rocky Mountain District (40%). We have a set group of Partners that we work with each year.

Parish Education – Sherry Hitztaler

- Sherry Hitztaler provided a handout and read through it as shown below:

Board of Education met – Wednesday, January 21, 2020

- **EDP – Chandra Cornell**
Teachers are now fully certified; Assistant Teacher needed; Enrollment – 19 FT, 2 PT;

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Construction reminders that ALC plan (Security Doors) must be approved by the State, and Fire Department Blinds that were not working have been fixed – thanks to Chuck Mielke.
Teacher Biographical info submitted to “Ascension’s Happenings” – great addition!

- **Education Director – Kathy Johnson**

WLN needs a new teacher for 5/6 grade – per Kathy this has been taken care of Amy Mays, founder and coordinator of “Happy Crews”, a group created to helping Teens discuss mental health issues by finding community, acceptance, hope and strength – scheduled to speak to ALC Youth Group on Wednesday, February 12th.

- **Coordinator Young Adult Ministry – Jenna Lawrenz**

Bible Studies – Every other Thursday nights at Jenna’s; Sunday morning
Game Night with childcare – Saturday February 29th

MOPS – second Tuesday of the month; 9:30 am – 11:30 am (with childcare)

Suggested we reduce the cost of VBS registration. Board voted to change the cost from \$25 to \$20 per child/\$30 for families with 2 or more children.

- **Director of Music Ministries – Mike Zehnder**

Directory of Bible Study groups complete! Thank you Mike, for completing this great resource

- **FUTURE EVENTS:** Parish Education with ~~Social Ministry~~ Community Outreach will sponsor the March 4th Lenten Dinner. Soup and Salad

- **Next Board Meeting:** Tentatively, Tuesday April 14th at 1:00 pm

Stewardship – Linda Achziger

- Linda Achziger put Board of the Month write up in the Happenings for the month.

Trustees – Roger Koester

- Roger Koester provided a handout and read through it as shown below:

West Wing:

The West Wing committee met with Corrie Kowalinski, Lewis Hines, to discuss the next phase of work. Lewis Hines was directed to send out the Pricing Plans to four contractors for bids on the work. Contractors will submit bids along with descriptions with materials, methods and means for requested work items. Bob Hea is Ascension’s point of contract for any contractors. A contractor will be selected on a best value basis considering of the bid price, the description of work submitted with bid and ability to perform work to meet Ascension’s schedule. Once a contractor is selected, Lewis Hines will prepare Construction Plans to be submitted to the city. To date 2 prime contractors have made on-site visits to review the work and we anticipate a third. After the plan have been approved by the City, it may be necessary to renegotiate some prices.

Bob Hea continues to work on the security doors, but is having difficulty finding a contractor willing and able to do the work. This work is also being included in the main bid as well. Issue is special security locks – it would be an easy fix. We want a key pad lock so that each of the parents could access the facility then once the family leaves we can delete the number so they could not get back in again. This problem goes away when we do the remodel. Because it is such a specialty thing we have vendors come in we cannot get them to do the work do to various reasons. Dennis Lord will check with the folks that do the doors at Lockheed Martin.

Jim Riebling has been serving on the West Wing remodeling committee. He has been asked by a contractor, Allmack General Contracting, to work as their electrical subcontractor. Allmack has previously done work for Ascension on the Fellowship hall.

West Wing committee was to continue using Jim’s input for the on-going work because he provides valuable insight and experience to the project. The committee and the trustees propose that Jim continue working on the committee in a more limited role. He would provide assistance for preselection contract issues, review of construction plans and evaluation of the contractor’s statement of work. He would not be involved with any competitive pricing aspects of the project. There is also the possibility the Bill Redden, who has just joined the committee, he works for a Mechanical

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contractor and that contractor might be involved as well. We would do the same thing with Bill that we are doing with Jim. Keep things at an Arms-Length transaction.

Authorization to pay invoices:

Emergency and Exit Signs replacement – required by Fire Marshall’s Inspection Report

Change Electric.....\$3,270.00 (Future Capital Needs #017-03-44) **Approved for payment**

Future Invoices:

Panel A replacement - Frequent malfunctioned due to bus bar loose connections. Work is complete, but we have not received an invoice yet. Will ask for approval at the March Council meeting

Change Electric.....About \$2,000 to \$2,500

Original building electrical panel – Panel will need to be replaced to facilitate work for the remodeling of the West Wing and is scheduled for Feb 17th. All electrical service to the West Wing is through this panel. Will ask for approval at the March Council Meeting

Change Electric.....About \$2,000+

Waste Management:

Our current contract with Waste Management has expired. In order to contain cost we need to sign a new three year contract which will give us better terms. Proposed rates are: 1st year - \$154.21 Per Month.

Safety Warden:

Roger Koester attended a South Metro class for Safety Wardens. We have most of the components but no Operations plan. Will report on this later

Youth – Collin Brinkman

- Collin Brinkman provided a handout and read through it as shown below:

Palms 147:16, 18 He spreads the snow like wool and scatters the frost like ashes. He sends his work and melts them; he stirs up his breezes, and the waters flow.

Board Member Update:

I have expanded my board since my last report. This is my board currently.

Youth Parent Consultant:	Jacy Erling
Youth Student Consultant:	Erik Schwerin
Youth Volunteer Coordinator:	Bill Redden
Youth Social Media Consultant:	Camryn Goff
“Get Youth Involved” Coordinator:	Lillian Brinkman
Information Line Coordinator:	Me
Information Line Resource and Database Coordinator:	Tricia McCulley
Information Line Support Personnel Coordinator:	Tricia, Bill, Me (for now)

I am currently creating position descriptions and task lists for each. Feel free to contact me if anyone is interested in that information.

Information Line Update:

As reported Last Month: An endeavor has been started between Kathy Johnson, Christa Kirschner, and me, to provide information, support, fellowship and mentoring to our church. We currently have 17 volunteers ready and willing to receive call and texts in this effort.

On January 22nd I met with Kathy and Christa to discuss the logistics of the Information Line. This was our conclusions.

The Information Line, being a volunteer effort, will be coordinated under the Youth Board with supported from the staff. The appropriate positions will be added to the Youth Board.

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The general purpose of the Information Line is to; Support, Listen, Discuss, Refer, Offer Advice, Teach, Mentor, and Provide Fellowship.

We can offer advice; we cannot advise. We are not counselors. We can only refer them to appropriate counseling.

Youth Activities Update:

The Senior Winter Retreat at the Kennedy Cabin is this Sunday and Monday.

For the 2020 Youth Mission Trip, we will be on a reservation at Wind River, WY. June 14 – 19, 2020

Feel free to contact me if you have any questions, comments or suggestions.

We are the body of Christ.

Announcements

- The next Regular Voter's meeting is Sunday April 26, 2020
- The next Council meeting is Tuesday March 10, 2020
- Board of the Month:
 - Stewardship is the board of the month for February 2020
 - Council is board of the month for March 2020
 - Life Enrichment is board of the month for April 2020
- Board of the Month duties include the following: devotion for Council meeting, coffee clean up on Sunday and Ascension Happenings newsletter insert each week.

Adjournment

The meeting adjourned at 7:40 pm.

In closing, everyone said the Lord's Prayer.

Respectfully Submitted by Linda Achziger, acting Secretary