

**WINDSOR HEIGHTS LUTHERAN CHURCH**  
**Congregation Council Meeting Minutes**  
**Tuesday, March 24, 2020**  
**Room 127**

**Present:** John Ambroson, Jessica Chance, Pastor Robin Coughenower, Sue Crum, Duane Danielson, Jill Hyda, Pam Lundell, Suzanne Nelson, Pastor Chris Olkiewicz, John Reed, Halley Ryherd, Amanda Shepard-Eakins, Samuel Steensen, Mitch Yeager

**Absent:** Les Aasheim

***We Gather in God's Name***

I. Call to Order

- Ambroson called the meeting to order at 6:31 PM.
- Ryherd led the group with a devotional from Mark 4 and related to the current world situation. God is with us in this moment and not be defined by fear.

II. Approval of the Agenda

Nelson moved to approve the meeting agenda. Seconded by Chance. Motion carried.

III. Secretary's Report

Crum moved to approve the February 2020 minutes. Seconded by Reed. Motion carried.

IV. Treasurer's Report

- Danielson reported on assets that could be transferred from members to WHLC. The Finance Committee is discussing recasting or refinancing the mortgage after receipt of the Crabtree estate gift. This includes a review with different banks and the ELCA Mission Investment Fund.

Ryherd moved to hold the assets transfer to review the market after 30 days. Seconded by Shepard-Eakins. Motion carried.

V. For the Good of the Order

- Communication Sheet
  - The sheet has been put together and will be shared with Council.
- Devotions/Refreshments Sheet
  - Ambroson reviewed the sign-up sheet.

VI. Coronavirus Situation

- Health Group Meeting

- A group of member health care professionals was put together to seek advice during the COVID-19 pandemic. The group includes Deb Goss, Harriet Lewis, Ann Rowland, Joel Waymire, John Reed, Marilyn Warling and others. Their advice was sought prior to the closure of the WHLC facility.
- Church Facility Closure
  - The church will be closed through at least March 31. Outside groups were notified of the closure. Pastor Chris will reach out to the Chin Baptist Church and check in on their congregation.
  - Additional time for closure will be addressed as March 31 approaches and per guidance from the state. When to start allowing outside groups back into the facility will also have to be addressed.
  - Additional posts are being made to the WHLC Facebook page, including daily resources for scripture, prayer, youth and family activities.
  - Staff held a meeting today. A person will be at church each day to handle mail and basic items, but otherwise, staff will work remotely from home as much as possible.
  - Phone calls were made to homebound and additional members to check on their support system and ability to take care of their needs.
  - Members are checking in and supporting each other.
  - For giving during this time, Simply Giving can be set-up as automatic payments. Easier methods to provide giving and single payments are being reviewed.
  - If a church group is looking to meet virtually, contact Pastor Chris, and he can assist with how to conduct a Google Hangouts Meet or Zoom meeting.
  - WHLC is scheduled to serve the April 11<sup>th</sup> meal at the shelter. Crum will talk with Dana Leahy to contact the shelter on their current process for meals.
  - The pastors will review facility cleaning during the closure.
  - The SE Iowa Synod Assembly has been postponed in May and has not been rescheduled to date.
- Worship Services Discussion
  - A Facebook Live stream will occur this Wednesday with the Holden Evening Prayer service. A recording remains on the Facebook page for those who want to watch at a later time.
  - Sunday worship will be recorded and made available for the weekend. The service will be roughly 30 minutes in length.

#### VII. Pastors' Reports

- Time was spent discussing the COVID-19 situation, questions and concerns.
- Pastor Chris will discuss with Zach Meyer about reviewing views and traffic on the website and social media.

#### VIII. Unfinished Business

- Crabtree Plaque
  - Ideas have been gathered. Aasheim has reached out to the Art Committee on style and placement.
- Outside Electric Lights
  - A lift is needed to work on the lights, and options are being discussed.

- Outside Door Repair
  - The door has been fixed.

IX. New Business

- Landscaping
  - The long-term plan is being investigated.
- Family Promise
  - A meeting was held last month with many people involved with Family Promise. Questions and concerns regarding the program, increased needs and numbers of volunteers were discussed. Discussion is occurring with other churches and groups on finding alternative ways to support. WHLC has two additional host weeks in May and June with Jamie Charlton as the leader through the remainder of 2020. Changes in structure are also likely to occur with the COVID-19 pandemic.
- WHLC Foundation Liaison
  - Aasheim has been appointed as the liaison from Council.
- Ongoing Communications with Congregation
  - A council update will be provided via Facebook.

X. Announcements

- Council Meeting – April 28, 6:30 PM
- Council Congregational Update – Ambrosion

***We Close in Prayer & Send in Mission***

XI. Reflections

- Pastor Robin shared a switch in thought about “social distancing” to “distance socializing”. Stay in touch with each other and be intentional in communicating.

XII. Closing Prayer

- Pastor Robin closed in prayer from the ELW, *Time of Conflict, Crisis or Disaster*. Ambrosion shared a verse from Joshua 1:9.

XIII. Adjournment

Meeting adjourned at 7:51 PM.

Respectfully submitted,  
 Jill Hyda  
 WHLC Council Secretary  
 March 24, 2020