

Reformation Council Meeting: March 19, 2019

Present: Bryan Anderson, Ben Hogue, Jane Rutherford, Molly Higgins, Brandon Hirsch, Chari Voss, Andy Weaver, Matt Fuehrmeyer, Mike Wilker, Kathy Tobias, Ben Hale, Bonnie Franklin, Matt Foust, Suzanne Hazard, Julie Hasler

By phone: Caitlin Jacobs, Lindsay Hochberg

6:45 PM Refreshments – Matt Fuehrmeyer

7:00 PM Call to Order – President, Matt Fuehrmeyer
Devotions, Prayer – Matt Fuehrmeyer

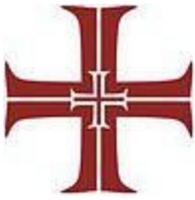
7:20 PM Secretary's Report – Molly Higgins

VOTE on approval of January & February Minutes en bloc

- Several typos were identified. **With those typos fixed, the Council votes to approve the minutes en bloc**

7:30 PM Presentation from Kathy Tobias on Reformation Global Mission Work

- Kathy and Mike and several others went to the Southern African council (South Africa. Namibia. Mozambique. Zambia. And Malawi) in Chicago to hear from our ministry partners.
 - Those partners include Lutheran organizations in South Africa, Namibia, Mozambique, Zambia, and Malawi.
 - There is a possibility of adding the Angolan Lutheran church to the partnership.
 - Topics of discussion included: women in ministry, peace, nurturing youth, theological education, gender justice, and climate change.
 - We could possibly host Namibian youth to travel with our youth to the youth summit in Minneapolis.
 - Carthage college has a short term study project in Namibia. Listening tours.
 - Children's hostels in Namibia have been falling apart. Many children live away from home to go to school. Reformation was involved with these hostels in the past.
 - There may be another meeting in Johannesburg 2020/2021.
 - It is good to connect with people doing similar work



- Good Neighbors Refugee Resettlement
 - The project is taking on a family from El Salvador. Kathy can help people get started with background checks if they would like to help.
 - There is a meet and greet in New Carrollton on Saturday for jobs.
 - The project finished their 23rd apartment recently.
 - Brandon asks do they still need furniture? Yes. Dale can probably make use of it.
- People from our congregation are welcome to go to El Salvador this August.
- Ben Hogue asked how does this work get translated to the congregation?
 - Kathy suggested that the topics discussed like climate change would be of interest to many people here.
 - We were involved in raising money for the Namibian hostels previously. We are active in raising money for El Salvador through gifts of hope which allows El Salvador to set their own priorities for how to use the money. But there is more that we could do. A lot more. Our choir went to Slovakia about ten years ago. We have had pastors come and speak from different countries over the years.
 - Our synod is electing a new bishop this summer. We could sponsor a bishop from a partner congregation in another country to come for the installation.
 - It would be good to communicate more frequently to the congregation about why this work matters. It would be good to get more people involved.

7:40 PM Treasurer and Financial Secretary's Report – Suzanne Hazard

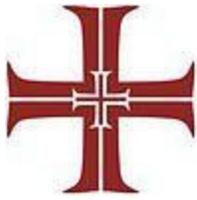
Past month's income and expense report

- Forecasts match the actual amounts so far
- We are slightly ahead on the anniversary campaign
- A few of the special funds have some money that we could tap
- We haven't given a seminarian scholarship yet. Must go to a Reformation seminarian (that is, it cannot be given to a non-member or another education pursuit like an undergraduate degree)
- Made the first draw on the credit line for the contractor (\$190,000)

7:55 PM Staff Compensation – Matt Fuehrmeyer, Pr. Mike, Suzanne Hazard

Discussion and VOTE on funding Anne Corti's ongoing contract

- Ann Corti is still our contractor for designing the bulletin. We need to amend the budget to include her contract. We would like to use Lyon fund money left over from 2018. The contract is \$450/month or \$5400 annually.



- Lindsay asked is there any talk of a succession plan for designing the bulletin? Could Jenna or the new support staff do this? No plan at this point but it is something to consider. Ben Hogue does not think that the physical distance is an issue. Jane agrees and doesn't think the office assistant position is a good match because they turn over so fast. Ben and Jane put time into training the office assistants because they don't have experience. Office staff time is tight right now. This could be something to consider for 2020. We could consider her more of a contractor and keep her on. **Motion passed to use money from the Lyon fund to pay Ann Corti.**

Discussion and VOTE on updating the compensation packages for Prs. Mike and Ben

- Updating fair rental value of the parsonages for pastor Mike and Ben. It's not taxable income but it is included in FICA. See memo for full details. Suzanne would like these to be retroactive to Jan 1, 2019 for Mike. Ben's would need to change when he assumed the space. This year we should take care of this in November. Not next March. **Motions passed.**
- The resolutions for Pastor Mike and Pastor Ben's Fair Rental Value of the Parsonages are as follows:
 - Lutheran Church of the Reformation provides a parsonage, utilities, and a furnishings allowance as part of the compensation of our regularly called ministers of the gospel. Effective January 1, 2019 the Council determines the fair rental value of the home at 226 East Capitol for Pastor Michael Wilker's residence is \$3,600 per month. The Council also provides Pastor Wilker \$1,500 annually for furnishings allowance.
 - Lutheran Church of the Reformation provides a parsonage, utilities, and a furnishings allowance as part of the compensation of our regularly called ministers of the gospel. Effective January 1, 2019, the Council determines the the fair rental value of the apartment at 220 East Capitol for Pastor Ben Hogue's residence is \$1,000 per month. Effective April 1, 2019, the Council determines the the fair rental value of the apartment at 220 East Capitol for Pastor Ben Hogue's residence is \$1,500 per month. The Council also provides Pastor Hogue \$1,500 annually for furnishings allowance.

8:25 PM Construction Committee Update – Matt Fouse (written report below)

Budget

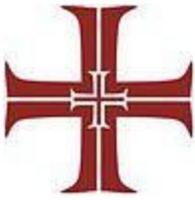
- Current cost projection remains approximately \$740,000, not including soft costs (e.g., architect fees, future loan interest, contractor contingency estimate).



- The committee is taking advantage of delays due to issues with our previous door sub-contractor, and is working with Reformation's grant team to include a portion of the exterior doors that are still to be replaced as part of Anniversary campaign project in a DC Preservation Grant application; awards of up to \$50k will be made later this spring. While this will not impact the project budget, if successful, it could reduce the amount of construction funds that still need to be raised by as much as one third.
- The committee reviewed the latest extensive requisition for payment from our contractor, which covers almost 50% of the total project cost. The committee has been focused on ensuring that only elements of the project that are fully complete are fully paid.
- Sub-contractors determined that it would not be possible to patch and repair the landing above door #2 and below door #3 (near the elevator), so we will not see any reduction in price for that critical repair.
- Due to rising costs, the construction committee recently recommended that several items be removed from the project scope: indoor and outdoor banner pulley systems, a platform riser to fill-in the second tier on the chancel for certain occasions, and tuck pointing between the Sanctuary and St. Johns; these are all efforts that could be readdressed independent of the current project and construction team on site.

Timeline

- Work in the Sanctuary is nearly complete: painting and repair of Sanctuary beams and walls will be complete within the week; Sanctuary chandeliers will be cleaned and added to this system within the week, at the same time that lighting controls will be installed near the narthex; scaffolding will be removed within the week, after which new carpet will be installed.
- Some components of the project remain contingent on weather: work on the front plaza is well underway and should be complete by the week of March 25th; this work includes replacing pavers, adding the labyrinth, repairing the stone steps when the temperatures rise a bit, and completing the electrical and stone work necessary to illuminate the underside of the new hand railings; Blue Room ceiling repairs will be complete once the weather allows a re-inspection of the roof.
- Additional components of the project will be scheduled as soon as materials are available: new exterior doors will be installed once the vendor completes our hardware orders, which have been significantly delayed by a previous vendors errors. The narthex glass doors were recently replaced with correctly designed push/pull bars. The canopy over door #1 was recently delivered and installed.



- Other components of the project are scheduled to be complete by the end of the month: exterior lights will be installed when the electrician completes indoor work (including additional lighting for the narthex steps); repairs to concrete courtyard steps and demo and replacement of the damaged landing near the elevator lobby will be done by the same subcontractor later in the month.

Additional construction committee focus for March

- Committee continues to work with our contractor and architect to ensure that work waterproofing the concrete courtyard between the Sanctuary and St. Johns is complete; the waterproofing subcontractor will fill in some low spots in the new roof and has added an additional drain to address standing water that has been observed (at no additional cost to the church); pavers will be added to the courtyard/roof to facilitate foot traffic in the event of an emergency.
- Recent meetings have also focused on additional design decisions: luxury vinyl tile color for elevator will be a medium beige (“music row”), textured for traction; ubatuba granite, with etchings of the LCOR cross, was chosen as the centerpiece in the plaza labyrinth; exterior lights will be on light sensitive photocells rather than timers; lighting for narthex steps may need to be mounted on the side walls of the narthex rather than under each step nose due to space constraints.
- Recent focus also includes inspection of completed elements of the project, e.g., Sanctuary painting, beam touch-ups.
- Construction committee progress reviews with Bruno Clay and MTFA: March 12, March 26.

Discussion

- Carpet in the sanctuary started getting replaced today.
- We are close to about 180k short to close the gap and not have an extended line of credit.
- The doors are the biggest outstanding item. While some of the doors may appear to be in decent condition, retrofitting is difficult and we want to meet the fire code. We will finally have a fire detection system in the sanctuary.
 - Doors will have codes instead of lock boxes. Can different groups have their own codes? These are not the fanciest but they should be reliable and reprogrammable.

8:35 PM Ministry Area Committee Action Items and Reports

Service and Justice – Bryan Anderson



- Kathy is doing a lot with Namibia
- Pastor Mike is going to El Salvador later this year
- Emmaus Collective is next week.
 - 6:30-8:30 Friday, 9-3:30 Saturday. Here in the parish hall.
 - Watch for sign up. It is open to all but council is required to attend.
- Did a healing blanket exercise a few weeks back. Maybe another one the last weekend of April.
- WIN is doing some activities around the waterfront developments— trying to defend affordable housing
- Food pantry is half painted.
- Capitol Hill ministry group starting a faith council and Ben Hogue will be our representative

Worship, Music and Art - Caitlin Jacobs (written report below)

First, Philip Moeller asked that two points be emphasized to the Council. (I brought these up verbally last month):

- WMA would like to see a different approach tried for the Mission Fest in order to drive engagement. Philip pointed to the example of how Sarah Stauderman has recruited people so successfully to be engaged with the Altar Guild by using personal outreach and other varied approaches outside of the one-time push of the Mission Fest.
- WMA wants Council members to lend more active support to the seasonal worship workshops by attending and "talking them up" among the congregation. Same for the concerts and other musical offerings at Reformation.

Worship

- The pastors are considering holding family-oriented Holy Week services at 5pm if there is enough interest. Some more colorful flowers will be mixed in with the Easter lilies this year.
- The committee is considering whether to keep summer worship times the same, change the later service to 10am as we have in the past, or try a 10:30 time, with pros and cons presented for each. A poll will go out to the congregation to help decide.
- Pastor Mike has also developed a poll (note: at the meeting, it was decided to refer to this as a survey rather than a poll, since a survey asks for open ended feedback, and a poll implies a winning answer) about worship experiences at Reformation in order to assess and better serve the congregation's needs.
- We may invite one of our companion synod bishops to preach at Reformation on Oct. 13, after the new bishop's installation.



Music

- The organ is getting a close examination following the accident with the contractors. The piano in the sanctuary has new hammers, which have greatly improved its sound. Both instruments are also used for concerts by outside groups, so it's even more important to have them in good shape.
- Mim Vander Linden, soprano section leader and 8:30 service soloist, will be leaving the area in mid-June. The committee will consider ways to celebrate her unique contribution to the choir and to worship at Reformation over the past 9 years. A replacement will be sought.
- The choir and Friday Morning Music Club are considering a 150th anniversary celebration in October and a performance of the Verdi Requiem in early 2020. Another choir tour is being planned for June or July 2020.

Misc.

- Future budget items may include choir robes and a new organ rank to replace one that is not used (~\$2,500, likely next year).
- Liz Tucker-Manty is helping to plan an introduction to our labyrinth when it is finished.

Discussion

- The choir section leaders are paid through a special gift. The song leader is not. If the 8:30 song leader leaves will we hire someone else?
- Kathy would like more on gender inclusivity in worship and in the survey. Maybe we could address that in the post-Lent survey

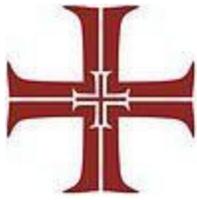
Spiritual Formation - Lindsay Hochberg and Ben Hale

- Met on the 14.
- We now have an additional third person to staff the nursery, but are still very focused on volunteers.
- Would like to expand small groups
- Would like to solidify Sunday school procedures
- Would like to expand take home materials like From Ashes to Easter (FATE)

Fellowship and Caring Ministries - Chari Voss

Care packages will be sent to 6 college students on April 4 (collection of items will take place March 24 and 31). Project is being organized by Kimberly Benoit. Easter cards will be sent during Holy Week to those who are homebound.

- Gift cards and snacks are great for gift bags.
- There are seven care packages



- Easter brunch is coming and could use help

Engagement and Communication - Corey Petree

- Looking towards Shakespeare's birthday which is Palm Sunday. Would like to welcome people to the labyrinth and the Palm Sunday/Easter service. Maybe an ice cream truck? Coffee and donuts?

Stewardship, Property and Finance - Brandon Hirsch

- Property workday is not yet finished but the committee is looking to develop a palette of paint colors. 26 people showed up for the workday. Including folks from the community like space users.
- Perry is going to keep working with retired members to work on painting. We will likely need another work day to finish the painting.
- We are discussing space use.
- Asbestos tiles are in a few places. Some are uncovered. These need to be addressed. Disturbance is the issue.
- Last year April has a hazmat report that details the asbestos tiles.

Staff announcements

- 11 new members. We need to vote to enroll them.
- March madness bracket-- email Ben Hogue if you are interested.
- Synod office and the bishop say hello and thank you for letting Ben serve on the candidacy committee
- Let's talk about Reformation Sunday next month.

8:55 PM Closing Prayer – Matt Fuehrmeyer

9:00 PM Adjourn