



Rooted in God's grace, we joyfully witness and serve.

Core Values

*Intimacy With God
Inspiring Worship
Intentional Faith Development
Compassionate Outreach
Caring Community*

Church Council Meeting Minutes
August 20, 2024, 7:00 PM

2024 Elected Church Council Members	Executive Committee	Voting Representatives
<ol style="list-style-type: none"> 1. Bill Stoll 2. Brian Fisher 3. Chrissy O'Farrell 4. Rick Gardner 5. Tom Neuhaus 6. Tracy Blois 7. Becky Gilbertson 8. Fred Antrim 9. Jeanne Kuchera-Sikoff 10. Robert Mejia 11. Jim Prosser 	<ul style="list-style-type: none"> ● Bill Stoll (President) ● Tracy Blois (Vice President) ● Rick Gardner (Treasurer) ● Chrissy O'Farrell (Secretary) ● Brian Fisher 	<ul style="list-style-type: none"> ● Henry Moraga (CDC Liaison)

Call to order

The meeting was on zoom. The meeting was called to order at 7:01 PM by President Bill Stoll.

Council Members Present

- | | |
|---|--|
| <ol style="list-style-type: none"> 1. Bill Stoll 2. Brian Fisher 3. Chrissy O'Farrell 4. Rick Gardner 5. Tom Neuhaus | <ol style="list-style-type: none"> 6. Tracy Blois 7. Becky Gilbertson 8. Fred Antrim 9. Jeanne Kuchera-Sikoff 10. Robert Mejia 11. Jim Prosser |
|---|--|

Voting Representatives Present

1. Henry Moraga

Staff Members Present

1. Joe Zimmerly
2. Pastor Julie Morris

Devotion: Led by Jeanne

Determination of Quorum

(C12.06) majority of members of the council-majority is defined as one over one-half (7).

- Number of council members present: 11
- Number of voting representatives present: 1
- Number of council members and voting representatives present: 12 of 12



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Caring Conversation: What was your favorite Olympics moment?

Approval of Minutes

Motion by Jim: *"to approve the minutes from the July 23rd, 2024 meeting as corrected to reflect the addition of the following language in the playground upgrade motion: "The installation of shade was at the sole expense of the CDC.""*

- Second by Tom
- The minutes are approved via a hand vote

Acceptance of Consent Agenda

Discussion

- Gift policy should appear on the website
- Link to consent agenda will be added to the agenda

Motion by Brian: *"to accept the consent agenda for August 20th, 2024."*

- Second by Becky
- The consent agenda is accepted via a hand vote

Information: Welcome New Council Member: Vicky Edell

Discussion

- Welcome Vicky!

Information: Church Picnic

Discussion

- Sunday, August 25th

Executive Session

Motion by Brian: *"to enter into executive session at 7:30pm."*

- Second by Tracy
- The motion passed



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Exited Executive Session at 7:50pm
No action was taken during Executive Session

Information: Sanctuary Improvement

Discussion

- Council to review sanctuary improvement suggestions in order to have a discussion upon Pastor Julie's return looking to bring items to annual meeting
- Underlying desire of sanctuary task force is that a consultant to be hired to come up with estimates

Information: Tech Assistant Position

Motion by Jeanne: *"to hire Bennett Anderson as Tech Assistant according to the job description previously approved by council at the rate of \$20/hour, beginning August 25th, 2024."*

- Second by Jim
- The motion passed unanimously by hand vote

Information: Sabbatical Coverage Plan

Discussion

- Pastor Julie discussed the coverage plan
- Three Sunday lay preachers: Kevin O'Farrell-September 26, Becky Riley-October 6, Carina McVeigh-November 10

Information: Family, Faith Formation Updates

Discussion

- Isley put in her 2-weeks notice - last Sunday, September 1
- Piloting a volunteer-based children's church model
- Need a Children, Youth, Family Assistant - Joe refreshing job description and will circle back to personnel

Reports

- Staff Report: Pastor Julie Morris – report below
- Staff Report: Joe Zimmerly – report below



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- Treasurer's Report: Rick Gardner – report below
 - Budget & Finance Committee looking at Audit Report to provide specific recommendations - met in early August, conclusion was didn't understand basis of some recommendations so they want to connect with Audit Committee - final report in a few weeks

Meeting Dates

- Next executive committee meeting: [September 5th at 7:00pm via Zoom](#)
 Bill to send Pastor Scott the Zoom link
- Next council meeting: [September 17th at 7:00pm via Zoom](#)

Motion to Adjourn

Motion made by Brian: *"to adjourn meeting"*

- Second by Vicky
- The motion passed unanimously by hand count

Meeting Adjourned at 8:36 PM

The following motion was distributed and voted on via email on August 22, 2024

Motion made by Fred: *"to offer the Organist position to Jessica Helms."*

- Second by Rick
- The motion passed with 7 yes votes and 1 abstention

DEVOTIONS			
FEBRUARY Bill	MARCH Tracy	APRIL Chrissy	MAY Jim
JUNE Tom	JULY Brian	AUGUST Jeanne	SEPTEMBER Rick



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OCTOBER Fred	NOVEMBER Becky	DECEMBER Robert	JANUARY 2025
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Pastor's Report

July 23 – August 20, 2024

Given that we have spent the last four Sundays reflecting on Jesus as the Bread of Life, it is fitting to say we have had a full and satisfying month at Mount Cross! Last Sunday, it was a joy to welcome Donald Kolibas and the Jackson family as new members of our congregation and to baptize Graham Prosser and Dane and Gavin Jackson. We also celebrated Guy Ervin III, who received a well-deserved standing ovation as he stepped into retirement. It was a moment of deep appreciation for his years of service to Mount Cross. We will miss him. We blessed prayer shawls and the healing ministries of our congregation, with Nurse Evonne and I praying individually for those who requested healing for themselves or their loved ones. I could not imagine a better way to spend my final Sunday before beginning my sabbatical - and all of this following the previous week's fabulous Vacation Bible School. My cup is overflowing!

FYI: You will see the following letter to the congregation in September's newsletter:

Dear Mount Cross Community,

My sabbatical begins this month. I will return to Mount Cross on the first Sunday of Advent, December 1. Thank you for the prayers and support you have offered as I set out for a season of becoming more deeply rooted in God's grace.

I have a variety of plans for this time away, including prayer, meditation, reading, walking, traveling, cooking Blue Zone vegan meals, taking a few classes, and spending extended time with family and friends. Paul and I are glad to have the opportunity to support our three young adult daughters during their significant transitions—one moving away to college, another relocating for her first post-college job, and the third beginning graduate school and planning a June 2025 wedding.

We will be traveling to Europe with my parents, where we will visit key Luther sites, connect with family in Vienna, and explore the birthplaces of my grandmother in Czechia and my mother in Croatia. I will be praying for you in all the beautiful churches and cathedrals along our way. We will also spend time with Paul's parents in Nevada, and hopefully have some down time in the peaceful landscapes of southern Utah.

I understand that my absence will add extra responsibilities to our staff and the Executive Committee. I am thankful beyond words for their care for me and their dedication to Mount Cross. My heartfelt thanks also goes to Pastor Scott Maxwell-Doherty for his willingness to serve at Mount Cross during my sabbatical, ensuring continuous pastoral care and Sunday leadership. I am equally grateful to the many volunteers who have stepped up to lead programs and projects this fall. It is a great comfort to know that Mount Cross is in capable hands—both human and divine.



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Although I will miss you all and our wonderful signature event, Make Bake Celebrate, you will remain in my heart and prayers throughout this time apart. May God be with you until we meet again.

*Peace and Blessings,
Pastor Julie Morris +*

The staff and Executive Council have access to the "Sabbatical Coverage Plan" document, which I will present in detail at the August 20 council meeting. This plan outlines how we will continue our ministries and support one another during my absence.

There are several other noteworthy events from the past month. We gathered as a community to honor the life of Gordon Russell at his funeral on August 17. I continue to be immensely grateful for the Helping Hands ministry. We could use more volunteers to help with moving tables and setting up and cleaning up after funeral receptions. It has also been a season of weighty pastoral care and visitation for me, where I've had the privilege of walking alongside many of our members through challenging times.

On a lighter note, Carol Browning hosted our first "Open Mic" night on July 26, which brought out the creativity and talent within our congregation. The "Stories Around the Campfire" event, in collaboration with St. Columba's, was another highlight. Our regularly scheduled Men's and Women's Bible studies have also continued to be a source of spiritual growth and connection for our members.

I'm pleased to report that both Joe and I attended the Parent Orientation for our preschool. Enrollment is completely full, and the energy and dedication of the CDC board are strong, ensuring a vibrant year ahead for our preschool community.

As I prepare to step away for my sabbatical, I am confident that Mount Cross is in capable hands. I look forward to sharing the Sabbatical Coverage Plan with you and am grateful for the collective effort that will keep our ministries thriving.

Thank you for your continued support and dedication to our congregation!

Joe Zimmerly - Children, Youth and Family July/August 2024 - Council Report

Middle & High School Youth

July was a very busy month for our youth programs. Our high school youth went to New Orleans July 15-20 for the ELCA National Youth Gathering. What an amazing experience that was. I encourage you to watch our worship recording for July 28th where the youth were given the opportunity to share their experiences. Trips like those are so fun and spiritually giving. I know that our youth appreciated every second of it, even the thunder and lightning storms we tried to avoid. Thank you to all who supported our group spiritually and financially.



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Vacation Bible School

August 5-9 was Vacation Bible School at Mount Cross. We had a great time learning about the Lord's Prayer and in fact, our kids now know the entire prayer. We had 61 campers attend with plenty of helpers around. A quote we heard from a parent was "last year was good, but this year was great!" I am thankful for the teachers, station leaders, and the youth volunteers who helped each day. Without them, this week isn't possible.

Some highlights to share with you are:

1. The snacks station was led by two high school youth (Miera Stouch & Marli Saner). They designed the menu and executed the day to day operations of snacks. Kids, parents, and volunteers were raving about how delicious and healthy each snack was.
2. Our Assistant Director was a recent high school graduate (Tiana Stouch). Although she was helping with the nursery during the week, she did most of the work behind the scenes keeping things organized and up to date. She was integral to the logistics of the week.
3. CDC & VBS Connection - Numbers showing how many CDC Students (Active or Alumni) who experienced a week of VBS.

Preschool Students (Active) - 14

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Youth Volunteers (Alumni) - 10

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Next summer I look forward to promoting more high schoolers into leadership roles. This is not to substitute the use of adult volunteers, but it is to recognize the gifts of our young people. A term I have often thrown around "key chain leadership", is something I work for. Ministry is built around the people, not one person, therefore my goal is to continue training young leaders whom we can simply hand off the keys to and trust that they will thrive.

Treasurer's Report July 2024

Budget Performance (through July 2024):

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Calculated reserves were \$118,832 compared to \$113,453 in June.

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1. Our financial performance in July was outstanding, reversing the typical doldrums of summer. This is partly due to late deposits from June hitting in July, but it appears to be more than that. Pledged and gross income were both well above budget. Expenses were below budget for the month. Net income was a positive \$5,800 instead of the projected negative \$5,900.
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[Balance Sheet](#)

[P&L Statement](#)

[Pastor Discretionary Fund](#)

Consent Agenda - August2024

Please notify the Office Manager of any changes in meeting days, times, or locations

Pastor's Report

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Communications Coordinator - Carina (carina@mountcross.com)

Music Director - Carol (office@mountcross.com)

Despite it being summer, our Music Ministry has been very busy. Outside of our Sunday worship, we offered an Open Mic / Talent Night at the end of July and had a grand time with music, dance, poetry, and jokes from some of our talented members! We plan to have a repeat performance on the Friday night of our Make, Bake, Celebrate! Weekend - "Tent Talent Night" - and look forward to another fun evening.

For worship, our song leaders and instrumentalists have continued to lead our sung prayer each week. We had a fun VBS Sunday on August 11, including some of the songs used during the Vacation Bible School week. This past Sunday, August 18, we had a spectacular celebration of Guy Ervin III's many (22!) years of dedicated service at Mount Cross as he retires. I know that the accolades and love shown to Guy were very meaningful to him. Thank you to our choir for their music that morning, to Gayle Johnson and the many choir minions who put on a beautiful reception after worship, to all who contributed to the financial gift for Guy, and to Carol Broderick for making the lovely glass plaque expressing our gratitude for Guy.

Moving forward, we posted a job description for Guy's position and interviewed one highly qualified candidate, Jessica Helms, from among the resumes we received. Assuming the Council approves her hiring, she will be our new accompanist and we're excited about this opportunity. Jessica is coming to our choir rehearsal tomorrow, to meet the choir and rehearse with them, as a courtesy to all involved.

Next Sunday, August 25, is Justin Thai's final Sunday with us since next week he is moving to Bratislava, Slovakia, for three years to study conducting. Justin has graced us with his musical talents many times since he came to us as an intern, and we'll enjoy a flute prelude and postlude on Sunday.

On Wednesday, August 28, I will be meeting with Kristi VanKeersbilck, the bell choir director at Camarillo United Methodist Church, to plan a combined bell choir event for the first part of 2025, to continue fostering collaboration with our two congregations.

Also, as part of our collaboration with both CUMC and St Columba's, we will begin a monthly "Three Congregations Taizé," a contemplative form of worship to be held on the 2nd Friday of each month, beginning September 13, 7pm.

Youth Report - Joe

July/August 2024 - Council Report

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Deacon Cecelia Report-Senior Adult Ministry

Senior Adult Ministry

August 20, 2024

The senior adult ministry committee had its second annual Bingo and BBQ on July 25th. The event was a great success with over 25 people participating in the Bingo and BBQ. Prizes were given to the bingo winners, and everyone seemed to enjoy themselves. We received offers for help from some of the attendees on our next bingo and BBQ.

The senior adult worship committee met on August 2nd with Randy Churchill presiding over the meeting and Allison Johnson acting as secretary. Legacy interviews will continue written by Alison Johnson.

Drive through communion is now shared by the members of the senior adult worship committee. We will continue with the monthly resource table working alongside the care team.

I participated in the funeral service for Gordon Russell. In addition to regular participation in senior adult funerals I offered a personal remembrance of Gordon. I continue visiting his wife Rae who is in a senior care facility.

Drive through communion is now being shared by all the members on the senior adult worship committee. Telephone calls and cards are regularly sent to various members in our congregation from senior adult ministry.

Looking ahead we ask for your support for our mocktail lounge on October 24th and our Christmas hymn sing along on December 5th.

Treasurer's Report - Rick

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Committee Reports

Audit Committee

Worship & Music - [Bill](#)

Carol, Julie, and I interviewed a highly qualified candidate for the position of organist. The position was offered and accepted pending Council approval. Please look over Jessica Helms' resume which I attached to last week's email. We will vote on August 23.

Adult Ed –

Altar Guild -

Budget & Finance

The B&F Committee met on August 13th at the church. Fred Antrim chaired the meeting with the primary purpose to review the recently completed Audit Report and decide how to implement the recommendations. The committee agreed that the audit was quite thorough and began preparing a written response to each of the recommendations. It was decided that we need more information from the Audit Team on some of the recommendations before we can proceed further. The final recommendation (No. 8) concerned the review of employee vs. non-employee classification, and will be forwarded to the Personnel Committee for action.

Care Team -

CARE TEAM – 8/20/24 Report to Church Council – Susan Prosser, Chair

- 3 new members Fred Antrim, Herb Holler and Vicky Edell have recently joined the Care Team. We welcome them and the possibilities they bring to broadening our efforts.
- The Team is currently focusing on Tuesday Meal program costs and funding for the second half of the current year. We continue to discuss if any change to the current program is needed and will inform Council before any significant changes are made.
- Dianna Hagen has generously offered proceeds from an estate sale to be used by the Care Team. Beverly Rueckert is leading this project which will culminate in a **sale this coming Saturday, AUGUST 24th, from 8 am to 2 pm at 508 Bandera Street in Camarillo**. Everything MUST GO. Cash only! Tuesday Meals and other ministries of the Care Team will benefit from the proceeds. Council members are encouraged to take advantage of this sale and share the information with others.

- The Care Team Card Ministry program is looking at adding a way to give special recognition to members and friends of Mount Cross who celebrate remarkable birthdays – we are thinking 90 years and older. The office has been kind enough to give us a birthday sort to identify those birthdays.
- In Pastor Julie's absence, the Care Team Health Ministry Nurse Evonne Kuchera may likely carry an even heavier burden. The remaining Care Team members plan to stay alert for ways to offer support not only to Evonne but those who might otherwise normally be seeking extra support from Pastor Julie. Council members please remember the Care Team as a resource.
- With the addition of new members, we are excited about the possibility of new ideas for ways we can serve. Along with that, we are always open to ideas and/or requests from the Church Council.

Endowment - Brian

FFF - Tracy

Welcome/Fellowship Committee

Personnel - Tom

Efforts continue in preparing (albeit more slowly than desired and intended) a draft of an updated Employee Handbook, along with the required "Workplace Violence Prevention Program" and "Injury and Illness Prevention Program" for review by Council. Brian Fisher has generously provided a sample "Workplace Violence Prevention Program" and the state also provides "Model Policy" forms which will serve as guides.

The Job Descriptions for Organist/Accompanist and Tech Assistant have been drafted and approved by Council. Several inquiries have been received for the Tech Assistant position and I am told there are a couple of strong candidates. A resume has been received for the Organist/Accompanist position, which is an agenda item for our August 20 meeting.

Property – Jim Prosser

The Property Committee met on August 1, 2024 and reviewed the status of the ongoing projects. In attendance were Cy Johnson, Joan Brundage, Marilyn Gardner, Craig Blois, Mary Kienitz, CDC Rep Amy Vega and acting chair/Council liaison Jim Prosser. New member Tom LaCalamita was absent. Vickie Edell has expressed an interest in joining the Property Committee and will be invited to the next meeting.

Playground Improvements. The remodel of a portion of the playground began on August 12 and will run through the 23rd. This work is being performed by EZ Landscape Service for the approved price of \$24,640, split equally between the church and the CDC. The installation of the shade sails by Got Shade, at the sole expense of the CDC, was to occur during the same two weeks as the landscaping but has been delayed due to the discovery of subsurface conditions that would affect the placement of one of the shade poles. The design is being reworked and the sails are planned to be installed in September.

New exterior door from the Sacristy: Cy Johnson got 3 bids for this project. In 2023 Kenstruction bid \$1850 but did not respond to the latest inquiry as to whether the price was still good; Justin Brodagger quoted \$1,960, which Cy had thought was high; and, Vortex Door quoted \$5,857. We are searching for another bid and will be discussing this matter at the September 5, Property Committee meeting.

New deck on exterior stairway of Sanctuary- Cy met with three deck contractors regarding resurfacing the stairs outside the loft. His ballpark estimate of \$2500 was way off and after these meetings. It turns out that the bottom step is spongy and needs replacement. The original tread nosings were poor and need to be reworked and some of the flashings need to be replaced. The results/quotes are:

- National Deck and Stair quoted \$4,611
- R & H Waterproofing and Deck Doating quoted \$4,250
- All Climate Roofing has yet to deliver a quote

The quotes will be discussed at the next Property Committee meeting and a recommendation may be forthcoming.

Lighting for the Cross. One estimate has been obtained for LED lights to replace the existing flood lights that illuminate the cross in the playground. LED Lighting Supply quoted \$440 for two LED fixtures and mounting brackets. Jim is working with Stan Patscheck to evaluate this bid and to secure a bid for installation. This project has previously approved funding of \$1500.

Saturday workdays- The committee has previously scheduled workdays for October 5 and December 7. We have since added Sunday, September 8. Marilyn Gardner is heading up the September workday which will focus on weeding and the placement of bark in the parking lot area.

New CDC /request for a small shed. The CDC has made a request to put in a 6'x6' shed in the playground area at their own expense. The proposal and possible locations will be discussed at the next property committee meeting.

Church Office improvements- The scope of this project has been downsized to fit the previously approved funding of \$2000 from Endowment. Replacing all of the window coverings in the front office would be too expensive, so new blinds have only been purchased to replace the blinds for the two windows on either side of the front door. The project to remove the door between the Pastor's office and the bathroom is in the process of getting bids. This project, as well as any necessary carpet square replacement is planned to be completed during Pastor Julie's sabbatical.

Kitchen updates/renovation- The renovation is on hold. The committee is searching for a contractor to bid installation of a new 3" sewer line to address the continuing issues of backups.

Relandscaping the front yard- \$20K, This project is on hold.

Pavilion lighting and other improvements- pending, Craig Blois is investigating.

Grounds Maintenance- reviewing current arrangement and scope of work with the contractor

Temp Signage for Handicap and/or Senior parking spaces- pending further information gathering.

Safety -

Peace & Justice/RIC - [Becky](#)

Service & Missions -

Stewardship – [Fred](#)

Tech - [Bill](#)

Mount Cross has purchased another remote camera with controller that is less expensive than the previous one (\$3,144.57 total with tax),and we will be trying it out soon. (30-day return policy.)

Website - [Chrissy](#)

CDC

Facilities Ideas

From Learning Committee

- Action: all to consider what facility needs we need for youth and families
- DISHWASHER to teach our kids to be good stewards of the earth and not use paper/plastic on Sunday mornings or Wed evenings
- Playground equipment - modernized for safety (wood gives splinters; metal gets hot)
- Partner with CDC
- Sanctuary needs - PRAYGROUND (soft space for kids to quietly play in church) - [link to photo](#) - potentially in the wings (close to front but less distracting) Rocking chair(s) for nursing moms
- Connect with Holy Trinity for their research on pews vs chairs
- LEGOS...more options for modular - we want the praise band back (and visible for kids to watch)
- Replace the banister on the balcony to be more see through (guy wires?)
- Use a screen for congregation to watch the musicians during the service (but not permanent)

Senior Ministry Team

- Office space for our Deacon
- Better use of our existing but limited church office space
- Figuratively clear the current front office of all furniture and space assignments
- Redesign with open office concept furnishings (similar to Herman Miller) in order to provide assigned work areas to our Deacon and Office Manager that suit their needs
- Create a third work area suitable for sharing by our appointed Financial Secretary and our contract bookkeeper
- Additionally, the other side of the office has started to look overwhelmed with "stuff". Proper furnishings and modern storage systems could possibly help that problem as well

With the preschool changing the daily schedule to end at 3:30 pm, the Senior Chapel currently held once a month at 2 pm on a Thursday afternoon will be impacted in the following way.

- 1) Access to bathrooms will be lost since the perimeter fencing to the preschool area will not permit entry while they are in session and chapel is held at 2 pm with refreshments/hospitality that follows. The chapel time is selected so that we conclude prior to darkness in winter and do not overlap the early dinner served in some senior facilities.
- 2) Access to the Parish Life Center as an alternative location for refreshments and hospitality when the weather does not suit the use of the pavilion. If the weather is extremely inclement odds are the CDC students will also not be using the playground and thus much more likely to be in the Parish Life Center. We have tried serving refreshments in the Narthex and it can be done but the socializing is much less successful for an ongoing program.

NEEDS/Dreams

1. A unisex bathroom attached to the sanctuary building – does not have to be accessed through the sanctuary but would be nice.
2. If there was a way to further enhance the "Pavilion Experience" during cold, and windy weather it would be greatly appreciated.

3. A covered walkway from the Sanctuary to the walkway along the front of the Parish Life Center, etc would allow access to the rest rooms and the pavilion from the Sanctuary on days with wet weather.
4. A general remodel of the Parish Life Center to make the room more attractive for meetings and receptions. The room currently looks very institutional and is the only one available for gatherings and receptions. An updated and pleasant environment is well deserved for the various gatherings of members, guests, and staff of the church. New furnishings for this room should be included and not become abused by use in other ways – like being hauled outdoors.

Worship & Music

- Sanctuary -
 - Multipurpose
 - Partial Pews (**Our Redeemer in Oxnard**)
 - Separate Narthex
 - Cry Room; Quiet Room
 - Areas for music / technology
 - In round (**Padre Serra & First Lutheran**)
 - Church Architect (Pastor Julie has contact)
 - Bathrooms (prefab?)
 - Storage for equipment & decorations
 - Columbarium
 - Interview Bill Dawson**
- Make Luther Hall more accessible for church functions
- Front Area - make more inviting
 - Dog area (ashes)
 - Tables; firepit
- Parking Lot
 - Use hillside for stations (thin or remove junipers)
 - Fruit trees for neighbors and food pantries
- Pavilion changes
 - Whiteboards
 - Outfit for Yoga/exercise
- Better signage

Property Committee

Sanctuary Exterior Condition –

- New material on slopes (possible use of roof tile or other material)
- Need for repainting – all or select areas

KITCHEN APPLIANCES – review age, energy use/efficiency and possible replacement needs/costs

TRASH ENCLOSURE – reconfigure and rebuild for current use and possible partial storage

SANCTUARY –

- Design area for technology equipment booth and area outside of booth, balcony, etc for safety and best appearance
- Evaluate lighting needs – fixture replacements – LED?, additional lighting needs?

LANDSCAPING – Generally

- Water use reduction considerations – Patio plantings, parking lot plantings, playground plantings, front of church landscaping – all need review from this perspective

FRONT OF CHURCH –

- Front of building – CDC Entry, Flat surface wall, Pastor's Office – How best presented
- Best use of ground space between bldg. and sidewalk –
 1. Walkway to CDC entry and clear signage
 2. Use of wall for decorative symbol of the church?
 3. Clear signage for the Church – name, ELCA, Welcoming, other?
 4. Additional changeable signage – Service times, Season, special events, etc
 5. Alternative to grass – low to no water usage
- How to fill area between sidewalk and street – form of hardscape or other

Care Team

- Flexible Sanctuary
- Keep center aisle in Sanctuary
- Enclosed space for technology
- ADA compliant bathroom
- More handicapped parking & resurface parking lot

Mens' Bible Study

- Tech for livestream; Should have its own room; Balcony looks bad on camera
- Paint & Clean
- Remove platform behind altar
- More storage

Suggestion Box

- crack sealing of the asphalt pavement in the parking lot.
- Matching clay roof tiles on the slanted stucco above the front doors
- Outdoor amphitheater with firepit for outdoor worship
- Big grassy area (Kylan)
- "Anybody's" restroom (unigender?) ADA accessible

- Mount the back wall sign so it is visible; keep weeds trimmed to keep it visible
- Don't replace pews with chairs; Reupholster/repair existing pews; If table & chairs are needed, bring from PLC; Use Pavilion if needed for funerals etc.
-

Bill Dawson

1. door in the pastor's office to the bathroom should be walled off. Pastor Julie is in favor of this.
2. replace the 6 large lights located on the sides of the choir loft with permanent LED lights to support live streaming.
3. replace current camera located at the back right pew with a remote-control camera (about \$4,000, including controller). Will allow for the removal of the camera and choir stands that are currently there.
4. Pull audio and video wires to the Pavilion and Parish Life Center. Will eliminate the hazard created by the current wiring on the ground that is set up for each event.
5. Rewire the churches network. Current network is subject to failure at numerous points because it was wired in "series." Service from Verizon comes to the church at the Parish Life Center and then runs to the storage room next to the kitchen sinks and then to the office where the first router/Wi-Fi unit is located. From there it runs back to the kitchen and down to the PLC where the second router/Wi-Fi unit is located; and then it runs to the sanctuary. The problem with this is that if the office or PLC routers fail, the routers located "downstream" will not work. There is also an issue with the router in the office not being mounted on the wall (it sits on the floor) so as to give the best signal.

Joe Zimmerly

1. **Youth Room** – A room at least the size of the nursery. A place the youth can have ownership and decorate.
2. **Bus** – Joe kept saying bus but then went to a van – less than 15 passenger van so there is no need for an additional license. He mentioned AB506 making it more difficult to get sponsor assistance with additional requirements. I think we need to explore what he suggests a little further.
3. **Sanctuary** – Chairs would be good to bring more versatility. Chairs would help create more useful spaces.
4. **Parish Life Center** – Currently uses as is and does not use dividers. Says he would have to think on any desired changes.
5. **Luther Hall** – Does use the room sometimes but not sure as to any desired changes going forward.
6. **Bathrooms** – No problems on restrooms.
7. **Meeting Space** – Like to have a conference style room.
8. **Office Space** – Need to increase all office space. Open up main office. Needs a facelift.
9. **Attic above office** – No youth room in attic. Although was very interested to think how to use all the attic space in Luther Hall.

10. **Pavilion** – He would love to be able to use it all for youth activities and youth room area. He also commented even having half the space he would make an interactive learning area and storage. Like to see WiFi, TV and video available to pavilion.

11. **Kitchen** – Biggest concern was washing dishes is difficult. Like to have a dishwasher instead of dish sanitizer.

12. **Signage** – Need to angle our front lawn sign and an electric marquee would be best.

13. **Parking Lot** – Liked ideas at leadership retreat of creating community space in the parking lot.

14. **Amphitheatre** - Like to have an outdoor space for activity and outdoor worship– say 25 people.

15. **Fire Pit**

16. **Youth Group** - top priorities were cleaning the black off of the sanctuary and removing the junipers.

17. Joe also mentioned 'chairs on wheels' and 'other items' - I will check with Joe to understand the specifics.

Pastor Julie Morris

1. **Our Presentation to the Community** – walking or driving on to the church campus.

Clean off black dirt from sanctuary slopes – do necessary work on stucco/tiles.

Frontage of church could be a micro or pocket park – be creative – plantings – spiritual entry for those walking by.

Landscape change to drought tolerant plants in front of the church.

Pastor Julie thinking about plants to screen her office window area.

Angle sign in front of the church for better viewing.

A visual presence from Earl Joseph Drive – whatever we are allowed by the City of Camarillo.

The church outdoor cross needs to be cleaned and lights repaired to let it shine for all at night.

Website – a virtual property priority - needs revisions to strengthen our virtual front door.

2. Pastor Julie's Office

Close off door to bathroom.

More storage space – not too much.

3. Sanctuary

More flexible space – meetings – afternoon chapel.

Lighting improvements.

Handicap access in general and also to the altar.

Chancel could be without steps and possibly ramped.

Technology – Follow Bill Dawson’s lead. Thanked Jim for his good report from Bill.

Resurrect pulley system for banners in sacristy.

Permanent water feature for baptismal font – could be immersion.

Entry to sanctuary and narthex area to be welcoming. Discussion with committee members included concern for narthex noise - awning over front doors - walled off narthex - and curtains.

Cry Room – did not see that as a big necessity.

Young Children/Parent area - It has its benefits and detriments.

4. **Restroom** – Additional restroom by sanctuary to accommodate for various functions.

5. **Technology for worship** – Need to have space within congregation.

6. **Child Development Center**

Program going well. Feels Amy Vega has a good vision for the preschool.

Mentioned the need for preschool is all day and can see CDC going in that direction.

7. **Front Office**

Needs more space and to be more welcoming.

Liked idea of loft area over part of office.

Liked Susan’s suggestion as to 3 part-time staff sharing a revised and updated area on left side as you enter front office. Schedule staff for different office hours for one staff person at a time.

Clean out overall and storage.

Randy suggested a space planner.

8. **Pavilion** – Needs tweaks such as lighting. We did not get into her other ideas regarding pavilion.

Mount Cross Lutheran Church
Sanctuary Task Force Report – January 2024

Dear Church Council,

Thank you for the opportunity to serve the church. As you know this task force was started by the church council to look at the needs and changes for the Sanctuary of the church in light of the use of the sanctuary since it was built in 1988 as well as looking at changes to be made for our current situation and planning for the future. During this process we prayerfully considered all possibilities and did our best to represent our fellow congregants in our mission. We kept in mind first and foremost that this is a space for worship and should always be treated as such. With this main goal in mind, we set forth to discover what this space could be and how it would fit the needs of our congregation. We considered many factors and talked with groups and individuals. Please see the following report as a record of our process, observations, and recommendation to the council.

In Christ,

The Sanctuary Task Force

Gayle Johnson – Co-Chair

Mary Kienitz – Co-Chair

Scott Fajnor

Bryan Honda

Susan Prosser

Brian Stouch

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1. Introduction

1.1. Purpose

To recommend to the church council improvements to the sanctuary space to increase safety, functionality, flexibility, and refurbishment. These recommendations are for current use and for the future of the church.

1.2. Scope

The scope of our work was specific to the sanctuary building itself and did not expand to the additional buildings on the property.

However, this committee also believes that it is important to critique our church campus as a whole as we look closely at the Sanctuary. The campus is like a body where all the parts are necessary and intertwined to work together. This was taken into consideration as we went through the process.

1.3. Meeting Dates

May 28, 2023	October 8, 2023
June 19, 2023	October 19, 2023
July 10, 2023	October 29, 2023
July 27, 2023	December 3, 2023
August 16, 2023	January 10, 2024
September 10, 2023	

2. Process

2.1. Background

Improvements to the Sanctuary have been considered over a number of years including when the decision was made as to whether to build the pavilion or focus on the Sanctuary particularly the condition of the pews. Obviously, the decision was to provide additional multiuse space by building the pavilion. Currently the pews require even more attention which presents an opportunity to consider how else might the Sanctuary be improved to offer the best use to the Mount Cross congregation and the community going forward.

2.1.1. Ad Hoc Facilities Committee

The Ad Hoc Facilities Committee did research prior to the formation of the Sanctuary Task Force and was the starting point for this effort. The important notes and take aways from their report were worship needs in addition to creating flexibility and the need for multi-use space. Important aspects are bringing the Sanctuary up to ADA access, changes needed due to live streaming and recording of the church services and events, use for classes, seminars and beyond and refurbishing or replacing the pews. Another important area is the need for changes made to alleviate safety concerns in several areas of the Sanctuary and the elongated hours of the CDC.

2.2. List of Priorities to Review

- 1) Seating (Including accommodation for ADA and Playground needs) Current pews are in disrepair and require repair or replacement.
- 2) Musical Groups
- 3) Technology (Projector)
- 4) Narthex
- 5) Chancel
- 6) Loft
- 7) Storage
- 8) General and specialized Lighting
- 9) Restroom
- 10) Flooring
- 11) Front Entry

2.3. Special Guest and Group Meetings

Bill Dawson – Bill came to a meeting to provide input of wants and needs from the technology team. Bill provided a lot of good information including but not limited to the history of sound, the history of the church livestream, current locations and used of conduits, current livestream and technology capabilities and flexibilities, ideal placement of cameras and speakers, and reasons for various quirks of the current system. Ultimately Bill displayed a vision and concern for providing the best possible technological solutions for the church.

Carol Browning, Music Director – Carol also attended one meeting to provide input from the musical group's perspective. Carol's concerns mainly focused on supporting worship and providing the best musical experience possible. She likes our current set up but had some safety concerns about the loft. She also expressed the need for better and more accessible storage for the music group.

Pastor Julie Morris – Pastor Julie attended the same meeting that Carol did. She seemed excited about the new possibilities and was open to the changes that the committee brought forth. She did express need for additional storage or more efficient use of the sacristy.

Bill Stoll, Council President– Cy attended a few meetings and was mainly there to refocus and affirm our efforts to what the council wanted.

Cy Johnson, Property Committee Chair – provided support and consulting regarding plans and property.

Family Faith Formation – Gayle and Bryan met with FFF to express our plans and receive feedback as it regarded to the prayground. The overall reception to the prayground has been positive and FFF requests were to increase the size of the prayground if possible. They also mentioned the need for soft flooring for parts of the prayground, which could be achieved by rugs. Other requests were better signage and tables for small children.

Church Council - Input through Council Liaison and attendance by Council President – Confirmation of the expectations of the Church Council was sought during the process with a response that directed the Committee to pursue “flexibility” in the use of the space as a very high priority since recommendation(s) would entail major refurbishing of the Sanctuary.

2.4. Meetings and Procedure

Meetings were held in person at Mount Cross Campus on the schedule provided in Section 1.3. These meeting were mostly conducted in the Sanctuary and involved exploring the space as well as table discussion. Meetings lasted on average 1.5 hours and minutes were taken and approved by the task force at the beginning of each following meeting. Additional communication was handled by email.

3. Recommendations

3.1. Seating – presented in no particular order of preference.

Option One:

Remove all existing pews and replace them combination of chairs and smaller pews. Create two additional aisles (keeping a center aisle) for movement and flexibility. Chairs to be in the front two or three rows so the chairs can be moved easily for a larger chancel area when necessary. Chairs to be on the side of the church by the technology room. The Prayground could stay in its current spot or switch space with one of the new chair areas. ADA access can be formed in areas around the Sanctuary (a minimum of 6 is necessary).

Option Two:

Remove all existing pews and replace all with new chairs throughout the Sanctuary. Create two side aisles (keeping the center aisle) for movement and flexibility. The all-chair option will give much needed alternatives for various forms of worship as well as providing possibilities for other church activities, CDC worship and special events, and community use of the space. ADA access seating can be placed in many different areas within the Sanctuary (minimum of 6) and can vary by those predicted to attend. This

option will allow the Playground to be placed in different areas of the Sanctuary and change the size of the area depending on the need.

Sanctuary current safety concern:

One current safety issue is the stacked chairs in the narthex open passage area compromise space for walker parking, etc. and general movement (very important should there be a need for evacuation as an example). Some action toward improving this has recently been approved in allowing the removal of two additional pews in the back of the church to be replaced by existing chairs. Both permanent proposals will also take care of this concern.

3.2. Musical Groups

Additional or all chair seating can offer different areas within the first floor of the Sanctuary that can be designated for musical groups of the church. This could include the Sanctuary choir, Praise Band, song leaders or even Children's or Youth choirs, bands, or musicians.

The Bell Choir director has requested that the Bell Choir stay upstairs. See recommendations under loft area.

3.3. Technology

It is the assessment of the Task Force that the technology equipment needs changes especially for safety and to make it non-visible while yet as functional as possible.

The Task Force recommends:

Increasing space in the existing technology room by removing unrelated and nonessential items and installing a larger window.

Mounting an alternative remote-controlled camera on the balcony wall. This would take care of both a safety issue as well as a very unsightly area as you enter the church.

A current safety issue is the placement of the video camera and operator on riser in the back row of pews on the right-hand side of the church facing forward. The edges of the riser extend beyond the pew in front of it and create a potential hazard to those walking in the aisle on that side. We have been lucky that nobody has thus far been injured. Mounting an alternative remote-controlled camera on the balcony wall above the aisle would allow this camera set-up to be removed. In the short term, the placement of chairs in front of the riser will permit a chair in front of the riser to better block the aisle edge.

Technology requests 6 large lights at the sides of the choir loft to be replaced with LEDs to support live streaming.

3.4. Narthex/Entry

Discussed the idea of closing off the narthex with window view (glass moveable walls) into sanctuary. This separation from the main sanctuary will reduce the sound that currently is heard from conversations and late arrivals in the narthex and help create an added degree of safety with an additional set of doors that could serve as a barrier to entry into the sanctuary.

Install more cabinets and much better display capability for information than the existing limited narthex counter and which could include welcome materials.

The kiosk would not be needed if there was a welcome area in the narthex. This would remove something that requires a large amount of storage space either in a closet or directly in the narthex.

The Task Force considered several options with no specific recommendation when it came to the entry. The task force does recommend that measures be taken to help remove exterior moisture drip that falls onto the doors to help maintain their integrity.

3.5. Chancel

Recommend taking the chancel down to one level as well as making it a smaller area. The one step is for safety as there have been many trips and falls. The smaller area will give room for other options for choirs or musical groups to sit in the front of the church. Plan to keep kneelers and railings.

It is also recommended that the entire chancel structure be relocated to connect with the "cross wall". This will eliminate a small area of kneelers and railing but not so much as to compromise the giving of communion. Among the reasons for this specific recommendation are the wasted space currently with the gap between the chancel and the wall and the opportunity to create more usable space in front of the chancel with this move.

Create Pulpit and Lectern compatible with revised altar. If they are to be free standing, making it easy to change their location would be essential.

3.6. Loft

Since the Bell Choir would stay in the loft for the near future it is our recommendation to make the loft area safer. Currently the steps need railings. Also due to live streaming there are equipment cords in balcony areas creating trip hazards. This equipment does not belong to the church and funding has recently been provided for replacement for some or all the items at issue. The sanctuary committee has generally felt that audio visual equipment may not require replacement with identical items since the church has benefited from the loan of very sophisticated equipment that may frankly exceed our need if we were to start from scratch. This same statement would be true for tech items not necessarily placed in the balcony.

If song leaders and Praise Band are going to continue in the loft there needs to be something done with the cords to make it a safe place to walk. This includes the outdoor stairs where lines travel for patio live stream viewing. This is of course also necessary to ensure the safety of musicians who play from the balcony on a routine basis.

Other things that require consideration in this area are seating, the railing that overlooks the main sanctuary, and better music storage cabinets to replace the filing cabinets currently in use. The committee also considered the possibility of the loft providing seating for services with a large attendance if possible.

It was suggested that we replace the current piano with a clavi nova (digital piano) This would create more space for safety as well as a better sight line for musicians.

3.7. Storage

Additional storage is very necessary. Start by cleaning out current areas. Move banners to sacristy on pulley system. Create more storage in the narthex with more cabinetry. Sacristy needs wine storage area sooner rather than waiting for other improvements to be agreed upon. Note: Storage also discussed with recommended bathroom addition.

3.8. Lighting

The committee considered both general and specialty lighting needs with in the sanctuary needing improvement. Complaints are frequent from the congregation during evening hours that general lighting is insufficient throughout the church for all to easily read either bulletins or hymnals.

If it is determined that we proceed with a major improvement to the sanctuary, improvements to all forms of lighting requirements can be addressed. Otherwise making what improvements with current lighting arrangements should be pursued.

3.9. Restroom

An additional restroom is recommended outside the CDC fenced in area. Due to preschool regulations and their 7:30 am to 5 pm weekday hours, the current restrooms (other than the church office) are not available to others during school hours. It is problematic for having any other daytime functions Monday through Friday. These currently include weekday worship services, funerals, bible studies, committee meetings. etc. which meet either in the Sanctuary, the pavilion, the office building or in a few instances in the Parrish Life Center by prior arrangement.

It is recommended to build a single restroom externally connected to the Sanctuary building. Due to limited available space, it is envisioned as being without gender distinction, meeting ADA requirements and equipped with a changing station so that all potential users are accommodated. Also recommended that storage space have access other than through the actual restroom. The use of this storage area has yet to be determined but could obviously support the restroom and the pavilion as possibilities.

3.10. Flooring

Recommend all new tile flooring for the Sanctuary. The current tile floor is troublesome and removing the pews will make replacing tiles necessary. There are many varieties and sizes of tile, and the ultimate decision will include the wide differences in cost as well. The utility of tile over other flooring possibilities includes: 1) it replicates the acoustics of the sanctuary at present; 2) if needed sections can be replaced without needing total flooring replacement; 3) seating that allows movement and reconfiguration has been recommended and tile presents flooring least likely to be marked by furniture movement; 4) regular cleaning of tile flooring can be accomplished by mopping; and 5) when designing the Sanctuary changes, variations in tile color and style can be considered for special areas outside of the general seating if desired.

4. Conclusion

In conclusion we have kept in mind that the sanctuary is first a place for worship. We offer suggestions for designing space that has flexibility in its future use. The decision to offer a variety of forms of worship and/or other gatherings will always rest with the pastor and the elected church council at any point in time. It is not for this committee to determine how or when space will be used but rather provide what we feel are reasonable and doable suggestions.

There are also a few of the recommendations we would like to highlight again here as this task force sees them as safety issues that need to be addressed regardless of whether the council goes forward with any of the other recommendations made in this report.

Existing Safety Concerns – some of which are currently being addressed due to degree of immediate importance and available funds.

- Camera and riser on main floor – possible injury
- Stacked chairs - compromises passageway
- Balcony lighting placement – possible injury
- Lack of railing in the upper loft area – possible injury
- Technology cabling in general – possible injury
- Amount of space consumed in loft by full size piano

This report basically concludes the work of the committee who do, however, remain available to respond to questions. It is up to the Church Council if they wish to formally accept the report or to just use it as a starting point for further action on their part.

If the Council determines that there is interest in further pursuing improvements to the Sanctuary, we recommend that the next step would be to secure the services of professional design architect(s) with experience in the design/renovation of church

interiors and space utilization. Completing conceptual design will move discussion of improvement of the sanctuary from discussion to the specifics and allow cost and time estimates.

MT CROSS LUTHERAN CHURCH
Pastor Discretionary Funds
 January 1 - August 17, 2024

Date	Transaction Type	Name	Memo/Description	Amount	Balance
Beginning Balance					2,501.96
01/02/2024	Deposit			40.00	2,541.96
01/30/2024	Deposit			80.00	2,621.96
01/30/2024	Deposit			40.00	2,661.96
02/15/2024	Bill		Church member in need	-3,000.00	-338.04
02/21/2024	Expense	Ralphs	Gift cards for needy	-325.00	-663.04
02/25/2024	Deposit			100.00	-563.04
02/28/2024	Deposit			80.00	-483.04
02/29/2024	Deposit			3,000.00	2,516.96
03/01/2024	Deposit			40.00	2,556.96
03/01/2024	Expense	Walmart	Bananas for distribution at diaper pantry	-31.88	2,525.08
03/22/2024	Deposit			80.00	2,605.08
04/01/2024	Deposit			40.00	2,645.08
04/08/2024	Deposit			80.00	2,725.08
04/12/2024	Expense	Vons	Gas and food gift cards for needy	-290.00	2,435.08
04/30/2024	Deposit			40.00	2,475.08
05/14/2024	Expense	Community Memorial Hospital	Get well gift for member at hospital	-55.53	2,419.55
05/20/2024	Deposit			80.00	2,499.55
05/30/2024	Deposit			40.00	2,539.55
06/13/2024	Deposit			80.00	2,619.55
07/01/2024	Deposit			40.00	2,659.55
07/16/2024	Deposit			80.00	2,739.55
07/30/2024	Deposit			40.00	2,779.55