

Minutes of the Holy Faith Church Parish Leadership Team
April 16, 2024

Present: A. Martin, J. Hassett, C. Jacobs, T. Kollath, J. Mangi, L. Reifert, C. Mitchell, D. Dersnah
(via Zoom), A. Amstutz

Absent: none

- I. Call to order: 7:00 pm called to order by A. Martin
- II. Opening Prayer: Evening Prayer from Prayers for a Planetary Pilgrim
- III. Group norms discussion: How/When do we want to use email?
If an email or other communication is marked URGENT, respond ASAP. If the recipient doesn't respond to the urgent message, text or call.
Otherwise, a response within 24-48 hours is expected.
When do we use email? Emails are good if you need to provide detail, for broadcast information, or for routine, non-urgent communication. (it's also good for establishing a record of communication.) You can text or phone for shorter communication, and for things that need more immediate attention. Remember that a disadvantage of email and texts is that you can't see emotion, humor, sarcasm, and the like.

For texts, expect a response the same day. Remember, it is hard to read emotions ;-)
in emails and texts (especially texts, which tend to be short and often telegraphic).
The short, telegraphic nature of texts (and anything sent on a phone keypad) could be misconstrued as brusque or rude.
- IV. Request seed money for Undue Medical Debt, to be paid from the Memorial Fund.

Moved to allocate up to \$5000 from the Memorial Fund as a match for our fundraising effort to support Undue Medical Debt (the new name for the organization RIP Medical Debt). This request comes from Outreach Coordinator J. Cook.
Discussion ensued to clarify the nature of the project. This is being approved as a matching grant for up to \$5000, and does not commit us to any expenditures over \$5000, regardless of how much money is raised.
Moved: C. Jacobs
Seconded: C. Mitchell
Motion passed unanimously.
- V. Request to allocate \$2500 from the Memorial Fund to support synod and diocesan campus ministries. This request comes from A. Martin. The original request was for \$2000. J. Mangi suggested raising the amount to \$2500 because the donation was spread among five ministries.

Moved to allocate \$2500 from the Memorial Fund to support diocesan and synod campus ministries. (These include:

1. Lord of Light Lutheran Church & UM's ELCA campus ministry
2. Canterbury House – the Episcopal campus ministry at UM
3. All Together Campus Ministry – a combined ELCA/Episcopal ministry for Henry Ford College in Dearborn; the University of Michigan-Dearborn; and Wayne State University
4. Canterbury MSU – the Episcopal campus ministry at UM
5. University Lutheran Church & ELCA campus ministry at Michigan State)

Moved: J .Mangi

Seconded: L. Reifert

Motion passed unanimously

- VI. Approval of lawn mowing contract with Couture's Property Maintenance at a cost of \$78 weekly per the attached contract.

Moved to accept the lawn mowing contract from Couture's Property Management at a rate of \$78 weekly for the growing season, per the attached contract. We also charge the Buildings and Grounds Committee (chair Steve Erickson) to monitor whether a charged double mow was needed and also to be the point of contact with the vendor.

Moved: T. Kollath

Seconded: J. Mangi

Motion passed unanimously.

- VII. Provide guidance to Steve Erickson (B&G chair) regarding fertilizer and herbicide application.

The consensus of the PLT was that we should not apply pesticides this season, but to otherwise continue what we are doing (that is, following Steve's recommendation). C. Mitchell suggested not engaging a lawncare contractor, thus eliminating the application of herbicides and fertilizers. J. Hassett pointed out that there are a number of types of herbicides and fertilizers that might be applied, and that we don't know what is actually being applied to the lawn. He also pointed out that we probably reap the benefits of whatever pest control measures the golf course uses on their property, and suggested that in the absence of an identified pest problem, pesticide application was probably not necessary. D. Dersnah recalled that until about the time Andrea arrived, we didn't have lawn care. To his knowledge, "somebody" agreed to have a lawn care service apply herbicides and fertilizer to the property, but there was never a contract signed or a formal decision made to engage the company. We currently engage the company on a yearly basis. The PLT's consensus was that we don't have enough information to make a decision on changing the lawncare protocol at this time, but will do our due diligence to find out what is being applied, and whether it's actually necessary so that we can make an informed decision next growing season.

VIII. Approval of minutes:

Moved to accept the minutes of the March 2024 meeting, and the special meeting of March 24.

Moved: J. Mangi

Seconded: C. Mitchell

Minutes approved unanimously.

IX. Acceptance of March financial report

Andy Amstutz reported that March 2024 income was \$23,089.10 and expenses were \$16,942.46. Our net income was \$6146.64. Net income year to date is <-\$1,451.22>

Our total assets were \$230,050.14, liabilities were \$1503.03, and dedicated accounts were \$52,427.42. Total equity was \$176,119.69. The primary checking account balance was \$80,594.26 and the primary savings account balance was \$62,828.85.

We paid the first three months of Annuity in Lieu of Medical Insurance (\$1041 each). Going forward, these payments will be made monthly. We paid Bonecutters Tree Service \$1250 for tree trimming.

The treasurer's report is attached to the minutes.

Moved to approve the March Financial Report, subject to audit.

Moved: L. Reifert

Seconded: J. Mangi

Financial Report approved unanimously.

X. Pastor's report

Andrea reviewed her notes from our discussions with the Rev. Jacques Hadler about roles.

The Mutual Ministry Review form is currently online and we will be receiving responses through April 29th

We recently allowed posting a sign reminding drivers to stop for school busses. We don't have a formal policy regarding placement of lawn signs and banners by outside organizations. Technically, Andrea is "the decider" about such things, but requests must go through the PLT. People, parishioners included, should not randomly put signs on the lawn without making a request to the PLT.

Andrea shared her summer calendar and sabbatical planning

Some highlights:

Dave Hendricks will start the week after Pentecost

B. Birkholz will offer a yoga retreat on Sat June 1
Next PLT meetings on May 21, June 18, and Aug 20
Andrea will be in touch during sabbatical

T. Kollath spoke a little about how she will fill in administratively during Andrea's sabbatical.

XI. Building and Grounds Report

J. Hassett has agreed to serve as liaison between the PLT and Building & Grounds Ministry leader Steve Erickson. John shared that the Buildings & Grounds notebook, found at the Bulletin Board table for recording items of a non-emergency nature that need to be addressed, has been revised.

XII. Motion to adjourn

Moved: T. Kollath

Second: J. Mangi

Meeting adjourned 9:13 pm.

Respectfully Submitted,

A handwritten signature in black ink that reads "Charles W. Jacobs". The signature is written in a cursive, flowing style.

Charles W. Jacobs