**BTLC Council Meeting Minutes**

**November 12, 2020**

**Present via Zoom On Line:** Pastor Julia, Debbie Buerkle, Becky Frese, Gemma George, Becky Laverell, Natalie Rosebrock, Ron Riter, Jacque Scott and Deb Silverstein.

Vice President Gemma George called the meeting to order. Gemma led devotions.

**Examples of fulfilling our Mission:**

* Bible Study
* Praying for friends and family
* Youth Group was strong until they had to stop meeting due to the pandemic
* Pastor Julia posted that she was going to ring the church bell for Veteran’s Day and 400+ people read the post
* There are a lot of people watching Sunday Worship Service online that are not from Big Timber
* Evening Prayers

**Council Meeting Minutes:**

Debbie Buerkle reported that she never received a bill from The Grand for the Nelsons’ Gift Certificate. Debbie will mail a check for $100 to The Grand. In addition, no one has picked up the Gift Certificate from Yellowstone Feed for 4H Council. Pastor Julia will take care of getting the Gift Certificate for the 4H Council. Jacque Scott moved to approve the Minutes from the October 8, 2020 meeting and Becky Frese seconded the Motion. The Minutes were approved as written.

**Treasurer’s Report:**

Debbie Buerkle reported that offerings were down but that expenses were also down due to Covid-19.

Ron Riter moved to accept the Treasurer’s Report for October and Becky Frese seconded the Motion. The Treasurer’s Report was approved.

**Committee Reports:**

**Pastor Julia’s Report:**

* Pastor Julia has been making phone calls and keeping in touch with people
* At this time, Pastor Julia is sending content to the Youth Group via Instagram, however, it is hard to stay connected.
* Call Pastor Julia anytime with questions or information you think she may need to know. Don’t assume she already knows.

**Music & Worship:** Nothing to Report. Jim Bratvold is back in town and Pastor Julia hopes to talk to him next week. Ken and Ethel are going back to Arizona.

**Education:** Pastor Julia ordered two new puppets, some videos and an Advent pullout calendar.

**Mission Committee:** Mission Committee has not met. Probably will not meet until after December.

**Property Committee:**

* The plexiglass has been installed in the kitchen.
* There was further discussion on purchasing an air scrubber for the Parish Hall. The air scrubber discussed at the last meeting is no longer available, however, there is a smaller one for $770 that covers 550 sq. ft. Becky F. made a Motion for Ron to purchase the small air scrubber from Amazon and Becky L. seconded the Motion. Motion passed.
* Ron stated that he had not heard from Systems Northwest regarding the Fire Alarm System and that he would contact them. Pastor Julia reported that she had faxed them a password to get started.

**WELCA:** Nothing to report. Pastor Julia said she had been playing phone tag with Jodie and she will get a hold of her and make a plan.

**President’s Correspondence:**

* There was a thank you letter from Ken and Ethel Nelson for the gift certificate
* Received a note from the NRIC thanking us for our support.
* A notice from St. John’s United regarding All Delegates Day on October 22nd.

**Old Business:**

**Annual Employee Evaluations:** It was decided that before Employee Evaluations can be done, current Job Descriptions must be established for each employee; Janitor, Administrative Assistant the Pastor Julia. Pastor Julia will see what she can find and send those job descriptions to the Executive Committee (Barb Terland, Gemma George and Deb Silverstein) for review. The Executive Committee will meet, possibly through Zoom, and review and revise the job descriptions and submit to the Council for approval.

**New Business:**

**Advent Worship:**

* The Music and Worship Committee with meet in the next week to make a plan.
* It was suggested possibly making Advent videos corresponding with the pullout Advent Calendar starting December 1st.
* It was also proposed, that on Mondays during Advent, preparing an Advent/Christmas playlist for people to go online and have some quiet time and listen to the music.

**Christmas Worship:**

* Pastor Julia ordered 2360’ of garland to wrap around the pillars and alter.
* Place the small tree that is usually in the Parish Hall next to the piano in the Sanctuary and an Advent Wreath on the pulpit.
* It was suggested to get different families to come in and do specific decorating.
* Pre-record the music, readings… for the Christmas Worship Service.
* Christmas Service will be held at 4:00pm on Thursday, December 24th.
* We are going to try something new this year. Instead of the Christmas Eve Candlelight service, we are going to gather outside the Church at 8:00pm with candles, flashlights, candle apps on our phones (all are welcome) and sing Silent Night.

The next meeting will be Thursday, December 10th at 6:00pm. Natalie volunteered to lead devotions.

The meeting was adjourned with the Lord’s Prayer.

Respectfully submitted,

Deb Silverstein