

Saint Matthew
 Congregation Council Minutes
 May 19, 2020 at 7 PM

President Mark Hearn called the meeting to order 7:05 p.m.

Members present (via phone) –Karen Ball, Gail Dutcher, Phil Gomez, Mark Hearn, Ross Heil, Gary Klintworth, Pastor Tim Philips, Dave Rower, Gian Schauer, Bill Stark, Sherry Whitmarsh

Member attending late (via phone) – Frank Anders

Guests present (via phone) – Nancy Schott, Saint Matthew Foundation President, Mike Basil, Teen Ministry Leader

Nancy Schott requested the council vote on the following recommendations from Saint Matthew Foundation:

- Distribution rate of 4% which is on pace from prior years
- High School graduation scholarships of \$6,000 for five students, with one student receiving \$2,000 and the remaining four receiving \$1,000 each

M/S/C Ross Heil/Gary Klintworth to approve the Saint Matthew Foundation distribution rate of 4%, and approve \$6,000 for high school graduate scholarships.

Vote: Yes – 11, No - 0

The April minutes were approved as distributed.

The financial income and expenses have decreased during shelter in place. Currently the church is in a \$9,000 deficit.

The congregation conducted a vote by email on should Saint Matthew accept and use the \$128,000 loan from the SBA Paycheck Protection Plan. Quorum of 158 votes was met, as there were 261 votes. The vote passed with 208 yes, and 53 no. We have received \$128,000 loan and a \$10,000 grant. The loan does have a forgiveness portion of the money is used within two months.

Saint Matthew Foundation will be receiving approximately \$180,000 from three different sources.

Hume Lake for high school is cancelled and the \$22,000 already paid will be pushed to 2021 as a deposit.

M/S/C Bill Stark/Sherry Whitmarsh to refund up to \$7,000 to families who paid a deposit for their child to attend Hume Lake.

Vote: Yes – 12, No - 0

Mike Basil presented information about technology needs for continuing to livestream and record services going forward. A presentation of technology needs based on three phases was discussed (details are in the addendum of the minutes).

<u>Phase 1 - Essential Equipment</u>	<u>QTY</u>	<u>Cost</u>	<u>Extension</u>	<u>Total</u>
Video Camera - Match existing camera	1	1,000.00	1,000.00	
ATEM Television Studio HD (Video Switcher)	1	995.00	995.00	
HDMI to SDI Mini Converter (1 per camera)	2	55.00	110.00	
Gimbal for 2nd Camera		500.00	500.00	
Repair Teen Center audio and other		500.00	500.00	
			0.00	
				3,105.00
<u>Set up & Training</u>	<u>QTY</u>	<u>Cost</u>	<u>Extension</u>	
Set up & Testing	4	90.00	360.00	
Training #1	1.5	90.00	135.00	

Saint Matthew
 Congregation Council Minutes
 May 19, 2020 at 7 PM

-							495
-							
-							\$3,600.00

M/S/C Dave Rower/Gary Klintworth to approve the expenditure of \$3,600 to complete phase 1 of the audio/visual equipment and services.
 Vote: Yes – 12, No – 0

M/S/C Sherry Whitmarsh/Karen Ball - to pay hourly staff including the musicians for the next month (until the next council meeting)
 Vote: Yes - 12, No – 0

M/S/C Pastor Tim Phillips/Gian Schauer on behalf of Mission Beyond, request the amount not spend on food for Warm Winter nights be divided between Warm Winters nights and In As Much Fund.
 Vote: Yes - 12, No – 0

M/S/C Pastor Tim Phillips/Ross Heil – Instead of the Easter offering for CSM going to music, it is given as unrestricted.
 Vote: Yes - 12, No – 0

Growth Task Force has been meeting and will present at the June meeting on attendance, membership, and revenue.

Call Committee has had informal Zoom meetings with candidates. The committee had a one-hour meetings with each finalist and went through some of the questions usually asked during the campus visit. Mike Basil is creating a virtual tour with Phil and Tami Gomez doing a voice over.

Children’s Ministry Search team has had no activity this month.

In executive session, Pastor Tim’s contract was extended.

Meeting adjourned at 9:30 p.m.

Respectfully submitted,

Sherry Whitmarsh
 Secretary

Saint Matthew
 Congregation Council Minutes - Addendum
 May 19, 2020 at 7 PM



v1 on 5-8-
2020

Saint Matthew Lutheran Church
Streaming Equipment List

<u>Phase 1 - Essential Equipment</u>						
			<u>QTY</u>	<u>Cost</u>	<u>Extension</u>	<u>Total</u>
Video Camera - Match existing camera			1	1,000.00	1,000.00	
ATEM Television Studio HD (Video Switcher)			1	995.00	995.00	
HDMI to SDI Mini Converter (1 per camera)			2	55.00	110.00	
Gimbal for 2nd Camera				500.00	500.00	
Repair Teen Center audio and other				500.00	500.00	
					0.00	
						3,105.00
<u>Set up & Training</u>						
			QTY	Cost	Extension	
Set up & Testing			4	90.00	360.00	
Training #1			1.5	90.00	135.00	
-						495
-						
-						\$3,600.00
<u>Phase 2 - Equipment</u>						
HyperDeck Studio Mini Recorder			1	695.00	695.00	
SanDisk 64GB SDXC Card			4	97.99	391.96	
FeelWorld 17" 3G 4K LCD Monitor (Program)			1	590.00	590.00	
Eartec 4 Wireless Headset System			1	735.00	735.00	
Eartec Additional Rechargeable Batteries			4	22.00	88.00	
Manfrotto LANC Controller (1 per camera)			2	223.00	446.00	
Manfrotto Video Tripod w/ Fluid Head			2	359.88	719.76	
						3,665.72
<u>Phase 3 - Equipment</u>						

Saint Matthew
 Congregation Council Minutes - Addendum
 May 19, 2020 at 7 PM

Wirecast				1	599.00	599.00	
PTZOptics 30x-SDI Camera				2	1,799.00	3,598.00	
PTZOptics 4D IP Joystick Control				1	649.00	649.00	
Castr.io Simulcast Subscription (1 year)				12	9.99	119.88	
QLab (Video Playback Software)				1	399.00	399.00	
							5,364.88
						Total Before Tax and Shipping	12,630.60
<u>Executive Producer Rate</u>							
\$1000 per day							
\$550 per half day							
\$115 per hour							