

ST. LUCAS UNITED CHURCH OF CHRIST

2020 Annual Congregational Meeting

Our Annual Congregational Meeting is scheduled for 22 November 2020 following the 9 AM service. The meeting will be different this year. We must follow St Louis County health guidelines and apply common sense and adjust to the current unique situation. We ask that you be flexible in your approach to this meeting. We also ask for patience with the church council. We are attempting to provide the best solution for our members.

There will be two significant elements to our meeting.

First, we will host an In-Person meeting in the sanctuary, with an overflow venue in the social hall. The In-Person meeting will follow all the guidelines and safeguards now used to conduct our in-church services. It will be as similar to previous congregational meetings as we can make it. Current County rules allow us to have 94 people in both the sanctuary and social hall. Should there be a last-minute County change we will adjust accordingly.

It is critical that we have a minimum of 50 persons in the church to make a quorum otherwise there can be no meeting.

Second, we are implementing a plan to host members remotely. We are offering members the choice to connect via Zoom and participate from their homes. You may participate on any device such as a PC or smart phone with video and audio capability, or via a standard telephone with audio only. Those connected electronically will be able to engage in discussions, make motions, vote on motions, and participate in voting.

A procedure like that currently used to Register for attendance at our indoor church services will be employed for the congregational meeting. All members wishing to participate must contact the church office using either the online sign up or by telephone, and register. Signing up - preferably prior to 12 noon, Wednesday, 11 November 2020 will give processors time to get additional information to you. Where possible, information will be emailed to you.

Upon registration your membership status will be verified against the official church roster and you will be asked to indicate your choice of In-Person or Remote participation. All participants will be assigned a participation number to be used on ballots and for "role call" if such is needed

Voting for candidates for the various church positions will be by Ballot. ALL registered participants will be sent a ballot containing all the open congregational positions and the names of members volunteering to serve. ***That election ballot must be returned to the church office prior to the start of the meeting. The meeting will start following the at 9:00 am service Sunday 22 November.***

This meeting will be conducted in accordance with the existing Constitution and By-Laws, and any amendments made to them, and Roberts Rules of Order, 12th edition.

The first order of business will be to vote on Constitution and By-Law changes that allow this and all future church meetings to include remote participation and modified voting procedures. Under the existing Constitution this vote must be taken by members physically present in the church building. We must satisfy the fifty (50) person quorum requirement. Once passed, this meeting will then be open to all registered participants, in person and remote.

Major items of business to be addressed will be the election of various Council and board members, approval of the 2021 St Lucas Budget, and in accordance with Dr Smutz Call Agreement we must vote on extending his call for an additional six (6) months to 31 July 2021.

Remote participants will indicate their desire to speak to the Zoom Facilitator and the request will be queued with other requests to speak and you will be recognized, in turn, by the chairperson. The remote participant will be connected to the AV system to allow audio and video to be presented to all members during their recognized speaking opportunity.

Voting on agenda items will be conducted in the usual manner. Election of council, board and delegates will be by paper ballot. This ballot will be provided to each attending member as they pre-register. All ballots received by the start of the meeting, will be counted.

Approval of the budget will be voted on by voice vote. For those voting remotely the facilitator will call out your "Roll Call" number, assigned after you registered, and you will voice your vote by saying Yea, Nay, or Abstain. The votes will be recorded on a tally sheet which will be provided to the chairperson for summation with the In-Person vote tally.

Your Church Council is implementing the above plan in the hopes it will encompass the greatest number of members. The council prays this meeting will allow the whole church to proceed into 2021 in an organized manner.

Your 2020 Annual Meeting organizing team.

ANNUAL MEETING PROCEDURES

All members wanting to participate in the Annual Meeting on 22 November 2020 following the 9 am service must follow these procedures.

1. All participants **MUST REGISTER** to participate.
2. To Register:
 - a. Call the Church and if you must leave a message, include the information in c. and d. below.
 - b. Sign up electronically in a manner like the way you now sign up for church. A link is provided in this email.
 - c. Provide your name, address, and phone number.
 - d. State you will be in person at church or you will be participating electronically – zoom or telephone.
3. You will be contacted by a member of the committee and provided
 - a. A registration number.
 - b. You will receive a ballot with your registration number on it.
 - c. Complete the ballot **AS SOON AS POSSIBLE** and return it to the church. It needs to be received at church **NOT LATER THAN** Sunday, 22 November prior to the start of the meeting. You can mail it (no Saturday mail at church), put it in the box outside the office door at the 5pm service on Saturday, or to a collector at the 9am service on Sunday.
4. There will be no nominations for council and board members from the floor.
The complexity of this meeting prohibits it. A ballot will be used and sent to you beforehand.

Thank you for understanding the challenges being faced by your council and committee members who are putting this annual meeting together.

ST. LUCAS UNITED CHURCH OF CHRIST
PROPOSED 2020 CONSTITUTION & BY-LAWS AMENDMENTS

NOVEMBER 5, 2020

Constitution Amendment

PART V – Meetings and Quorums

1. Subsection C shall change to Subsection D.
2. New Subsection C shall be added as follows:
 - C. An electronic meeting may be held and business conducted, so long as the meeting provides conditions for simultaneous communication among all participating members equivalent to those of meetings held in one room or area. Any action taken during an electronic meeting shall be considered to have the same validity as if such action were taken during an in-person meeting.
 1. Technology used for an electronic meeting may include a telephone conference call or other internet teleconference means, such as Zoom.
 2. The notice for the electronic meeting shall include an adequate description of how to participate in it.
 3. Provision shall be made for a common meeting location for those who prefer to attend in person.
 4. All existing rules for determining a quorum, participating in debate, making a motion and voting shall apply to electronic meetings. Taking votes by email is not a valid extension of this section.
 5. Council shall adopt such rules and procedures as necessary to insure that electronic meetings provide conditions among all participants equivalent to those of an in-person meeting.
 6. These rules shall also apply to meetings of Council, Boards, committees, staff, church-sponsored organizations and other entities of the church.

By-Laws Amendments

PART IV – Congregational Meetings

1. Subsection 4 to be added as follows:
 4. An electronic meeting may be held and business conducted, so long as the meeting provides conditions for simultaneous communication among all participating members equivalent to those of meetings held in one room or area. Any action taken during an electronic meeting shall be considered to have the same validity as if such action were taken during an in-person meeting.
 - a) Technology used for an electronic meeting may include a telephone conference call or other internet teleconference means, such as Zoom.

- b) The notice for the electronic meeting shall include an adequate description of how to participate in it.
- c) Provision shall be made for a common meeting location for those who prefer to attend in person.
- d) All existing rules for determining a quorum, participating in debate, making a motion and voting shall apply to electronic meetings. Taking votes by email is not a valid extension of this section.
- e) Council shall adopt such rules and procedures as necessary to insure that electronic meetings provide conditions among all participants equivalent to those of an in-person meeting.
- f) These rules shall also apply to meetings of Council, Boards, committees, staff, church-sponsored organizations and other entities of the church.

PART VII – Church Council

1. Subsection 11 to be added as follows:

- 11. An electronic meeting may be held and business conducted, so long as the meeting provides conditions for simultaneous communication among all participating members equivalent to those of meetings held in one room or area. Any action taken during an electronic meeting shall be considered to have the same validity as if such action were taken during an in-person meeting.
 - a) Technology used for an electronic meeting may include a telephone conference call or other internet teleconference means, such as Zoom.
 - b) The notice for the electronic meeting shall include an adequate description of how to participate in it.
 - c) Provision shall be made for a common meeting location for those who prefer to attend in person.
 - d) All existing rules for determining a quorum, participating in debate, making a motion and voting shall apply to electronic meetings. Taking votes by email is not a valid extension of this section.
 - e) Council shall adopt such rules and procedures as necessary to insure that electronic meetings provide conditions among all participants equivalent to those of an in-person meeting.

PART XVII – Election of Council, Boards, and Committee Members

1. The second sentence in Subsection 2 shall be removed and replaced with the following:

Voting shall be conducted in accordance with the most recent revision of Robert's Rules of Order.

Personnel Items for the Annual Meeting

Appointed Preschool Board members – Vote to affirm the members who were appointed since the last congregational meeting.

- Darrin Hoggatt (term expires 5/2023)
- Monica Knobloch (term expires 5/2023)
- Leila Lichtenstein (term expires 5/2023)

Appointed Council members - Vote to affirm the members who were appointed since the last congregational meeting.

- Barb Coughlin (term expires 12/2020)
- Justin Wenk (term expires 12/2021)

Cemetery Board – Vote for up to two, each for a 3-year term

- Cookie Tunze
- Jeff Heutel
- (potential write-in candidate)

Council – Vote for up to five, each for a 3-year term

- Marsha Fey
- Kent Glovanovitz
- Ken Hamilton
- Jack Laudenslager
- Marty Schmidt
- Paul Simons
- Skip Salomon
- Jeff Wagener
- Juanita Wagner
- (potential write-in candidate)

Lay Delegates – Vote for up to two, each for a 3-year term

- Carolyn Schwarz
- Shirley Bild
- (potential write-in candidate for a youth delegate under age 25)

Perpetual Endowment Trustee – Vote for up to one for a 5-year term

- Dan Wenk
- (potential write-in candidate)

Extension of interim contract – Approval of an extension of the interim contract for Rev. William Smutz.