

# ROSEVILLE LUTHERAN CHURCH COUNCIL MINUTES

Date: April 6, 2020

1) Call to Order by Mike Dolan at 7:00 pm, via Zoom.

2) Quorum established.

Members present: Heather Awad, Mike Dolan, Jessica Henry, Scott Roste, Mike Tostengard, Dave Werner, Joe Zeigler

Members absent: Mary Peterson, Carrie Hefte Hanton

Others present: David Booms, Laurel Hofeldt, Sara Spohr, Lauren Wrightsman

3) CARES Act Paycheck Protection Program

A special council session was convened to discuss application for a Small Business Paycheck Protection Program loan under the federal Coronavirus Aid, Relief and Economic Security act (CARES).

A program overview is attached.

Laurel Hofelt advised that RLC apply for the PPP loan as a precautionary measure. With uncertainty regarding the near and long-term impact on church finances of conditions relative to the COVID-19 quarantine and response efforts, the PPP is designed to help ensure all RLC staff can continue to be paid during the crisis.

The federal loan will fund up to 8 weeks of payroll costs, including benefits. Funds are provided in the form of loans that will be fully forgiven when used for payroll costs, interest on mortgages, rent, and utilities (due to likely high subscription, at least 75% of the forgiven amount must be used for payroll). Loan payments will also be deferred for six months. No collateral or personal guarantees are required. Neither the government nor lenders will charge small businesses any fees.

After discussion, seeing little potential downside, Mike Dolan moved that RLC proceed with the application and accept the funds available if and when approved. Motion seconded by Mike Tostengard. Approved unanimously.

4) Upcoming dates

Executive committee meeting Thursday, April 9, 4:30 pm.

Next council meeting Thursday, April 16, 7:00 pm.

5) Adjournment

Motion to adjourn by Joe Zeigler. Second by Dave Werner. Approved.

# SMALL BUSINESS PAYCHECK PROTECTION PROGRAM

The Paycheck Protection Program provides small businesses with funds to pay up to 8 weeks of payroll costs including benefits. Funds can also be used to pay interest on mortgages, rent, and utilities.

## Fully Forgiven

Funds are provided in the form of loans that will be fully forgiven when used for payroll costs, interest on mortgages, rent, and utilities (due to likely high subscription, at least 75% of the forgiven amount must have been used for payroll). Loan payments will also be deferred for six months. No collateral or personal guarantees are required. Neither the government nor lenders will charge small businesses any fees.

## Must Keep Employees on the Payroll—or Rehire Quickly

Forgiveness is based on the employer maintaining or quickly rehiring employees and maintaining salary levels. Forgiveness will be reduced if full-time headcount declines, or if salaries and wages decrease.

## All Small Businesses Eligible

Small businesses with 500 or fewer employees—including nonprofits, veterans organizations, tribal concerns, self-employed individuals, sole proprietorships, and independent contractors—are eligible. Businesses with more than 500 employees are eligible in certain industries.

## When to Apply

Starting April 3, 2020, small businesses and sole proprietorships can apply. Starting April 10, 2020, independent contractors and self-employed individuals can apply. We encourage you to apply as quickly as you can because there is a funding cap.

## How to Apply

You can apply through any existing SBA 7(a) lender or through any federally insured depository institution, federally insured credit union, and Farm Credit System institution that is participating. Other regulated lenders will be available to make these loans once they are approved and enrolled in the program. You should consult with your local lender as to whether it is participating. All loans will have the same terms regardless of lender or borrower. A list of participating lenders as well as additional information and full terms can be found at [www.sba.gov](http://www.sba.gov).

**The Paycheck Protection Program is implemented by the Small Business Administration with support from the Department of the Treasury. Lenders should also visit [www.sba.gov](http://www.sba.gov) or [www.coronavirus.gov](http://www.coronavirus.gov) for more information.**