

- 1) Call to Order by Jessica Henry at 7:01 pm.
- 1) Quorum established:
 - 1 Members present: Heather Awad, Rebecca Field, Carrie Hefte Hanton, Kevin Hanson, Jessica Henry, Heidi Larson, Mary Peterson, Scott Roste
 - 2 Members absent: Joe Zeigler
 - 3 Others present: David Booms, Laurel Hofeldt, Chris Hagen
- 2) Approval of Agenda
 - a) Motion to approve by Carrie Hefte. Second. Approved.
- 3) Approval of prior month's minutes
 - a) 11/19/20 - Motion to approve by Mary Peterson. Second. Discussion.
- 4) Monthly Staff Reports
 - a) Finance – Laurel Hofeldt [2]
 - b) Senior Pastor – Lauren Wrightsman [5]
 - c) Interim Associate Pastor – Chris Hagen [7]
 - d) Church Administrator – David Booms [9]
 - e) Volunteer and Care Ministries – Diane Sell [11]
- 5) Committee Reports
 - a) Mission & Outreach – Heather [12]
 - b) Endowment - Carrie [14]
 - c) Children – Mary [15]
 - d) Youth & Family – Kevin
 - e) Adult Ed – Heidi
 - f) Nominating – Rebecca
- 6) Items for Discussion
- 7) New Business
 - a) Housing allowance
 - 1 Motion to approve by Scott Roste. Second. Approved.
 - b) Roseville Lutheran Church Reentry Plan by Risk Level on website [16]
 - 1 Motion to approve by Heather Awad. Second. Approved.
- 8) Upcoming dates
 - a) Community Conversation: January 4, 2021 @ 6:30 pm (register online)
 - b) Council meeting: January 21, 2020 @ 7:00 pm
- 9) Headlines [19]
- 10) Adjournment - Motion to adjourn by Carrie Hefte. Second. Approved.
- 11) Closing prayer

December 2020 Council Report

Laurel Hofeldt, Director of Finance and Data

- RLC's annual Fall Appeal
 - To date we have received 173 Statements of Intent totaling \$577,000.
 - Statements of Intent continue to come in online and in the mail. Thank you to all Council members who have had the chance to make phone calls already. These calls definitely are making a difference. I received 35 additional responses in the past week!
 - Please complete your calls in the next week or so. We will report back to the congregation in January to announce our progress.
 - Our goal is to raise general offering by 10% (about \$160,000) in 2021.
 - Pastor Lauren is writing Thank You cards as we receive statements of intent.
- November Month-End Financial Summary and Statement of Operations are attached. I will go over those reports in detail at the Council Meeting.
- For Council Approval – Pastor Lauren and Pastor Chris have turned in their Housing Allowance requests for 2021. The IRS requires us to document approval of housing allowances annually in the Council minutes.

**Roseville Lutheran Church
November 2020 Month-End Financial Summary**

Church Operations 2020-2021							Prior Year Comparison	
	Nov <u>Actual</u>	Nov <u>Budget</u>	Nov <u>Variance</u>	YTD <u>Actual</u>	YTD <u>Budget</u>	YTD Variance to Budget	2019-2020 YTD <u>Actual</u>	Current YTD Actual vs Prior YTD Actual
General Offering	108,840	131,903	-23,063	417,148	478,192	-61,044	463,812	-46,664
Loose Offering	0	500	-500	134	1,900	-1,766	7,204	-7,070
Other Offering	<u>6,353</u>	<u>6,292</u>	<u>62</u>	<u>29,713</u>	<u>31,458</u>	<u>-1,745</u>	<u>24,077</u>	<u>5,636</u>
Total Offering	115,193	138,695	-23,502	446,995	511,550	-64,555	495,093	-48,098
Other receipts	<u>2,963</u>	<u>10,163</u>	<u>-7,199</u>	<u>9,684</u>	<u>29,037</u>	<u>-19,353</u>	<u>61,464</u>	<u>-51,780</u>
Total Receipts	118,156	148,857	-30,701	456,679	540,588	-83,908	556,557	-99,878
Compensation & Staff	86,500	95,881	-9,381	417,917	455,347	-37,431	472,844	-54,927
Program Ministries	12,872	13,448	-576	51,500	60,558	-9,058	87,206	-35,706
Business Management	8,635	12,050	-3,415	54,025	63,099	-9,074	62,079	-8,054
Property & Building	<u>11,916</u>	<u>16,907</u>	<u>-4,991</u>	<u>68,804</u>	<u>67,777</u>	<u>1,027</u>	<u>87,888</u>	<u>-19,083</u>
Total Expenses	119,923	138,287	-18,363	592,246	646,781	-54,536	710,016	-117,771
Net	-1,767	10,571	-12,337	-135,566	-106,194	-29,373	-153,459	

Number of Givers 2020-2021					Prior Year	
	Nov		YTD through Nov		2019-20 YTD Thru Nov	
	# Givers	Avg Giving	# Givers	Avg Giving	# Givers	Avg Giving
General Fund*	346	\$ 325	458	\$ 926	567	\$ 836
Bldg Designated	49	\$ 66	56	\$ 268	85	\$ 249
Thanksgiving	23	\$ 82	24	\$ 80	40	\$ 74
Mission & Outreach	23	\$ 191	69	\$ 413	55	\$ 466
Memorials/Estate	2	\$ 63	15	\$ 91	35	\$ 1,962
Other Designated	9	\$ 212	21	\$ 684	68	\$ 185
EF/Love Lights	4	\$ 50	6	\$ 2,129	40	\$ 306
All Other	2	\$ 30	5	\$ 60	2	\$ 58
Total	366	\$ 339	503	\$ 991	620	\$ 996

*General Offering, Special Gifts to Budget, Loose Offering, Christmas Offering, Lent & Easter Offering, Initial Envelope Offering;
does not include Spring Campaign, Building Fund Offering used to pay mortgage

Fund Balances 11/30/2020	
Available Cash & Short-Term Investments	490,929
Designated/Restricted Funds:	
Building Fund	22,792
Mission & Outreach	72,244
Kitchen Fund	20,688
Memorials	37,288
Matching Funds	3,000
Estate Gifts	105,992
Other Funds	139,669
Total Designated/Restricted	401,672
Child Care:	Current Yr -15,800
Preschool:	Current Yr -1,115
Operating Fund:	Current Yr -135,566

Endowment Fund	
Cash	10,859
Investments	592,173
Total	603,032

Roseville Lutheran Church Statement of Operations FY 2020-2021
As of November 30, 2020

	Actual YTD	Var. Actual to YTD Budget %	YTD Budget
RECEIPTS			
Total Offerings	446,995	87.38%	511,550
Other Income & Receipts	9,684		29,037
TOTAL RECEIPTS	456,679	84.48%	540,588
BUSINESS EXPENSE & COMPENSATION			
Staff Salaries	344,939		368,751
Staff Benefits	70,615		83,624
Business Expense	2,362		2,973
TOTAL BUSINESS EXPENSES & COMPENSATION	417,917	91.78%	455,347
TOTAL WORSHIP & PRAYER	11,375	97.93%	11,615
TOTAL MISSION & OUTREACH	25,076	90.54%	27,695
TOTAL EDUCATION & CHILDREN	2,274	45.29%	5,022
TOTAL YOUTH & FAMILY MINISTRIES	870	19.66%	4,425
TOTAL CHRISTIAN LIFE	11,905	100.89%	11,800
TOTAL PROGRAM MINISTRIES	51,500	85.04%	60,558
SUSTAINING/BUSINESS MANAGEMENT			
Stewardship & Online Giving	6,424		7,674
Bank Fees, Insurance, Payroll Processing	16,976		20,417
Office Support, Computer/Network, Council	14,784		17,921
Communications, Printing, Publishing, Mailings	15,840		17,086
TOTAL BUSINESS MANAGEMENT	54,025	85.62%	63,099
PROPERTIES & BUILDINGS			
Utilities	21,607		21,711
Cleaning & Maintenance	14,010		12,842
Grounds & Parking Lots	1,014		1,621
HVAC, Lighting & Security	8,231		4,478
Mortgage & Building Projects/Improvements	23,943		27,125
TOTAL PROPERTIES & BUILDINGS	68,804	101.52%	67,777
TOTAL SUSTAINING MINISTRIES	122,829	93.85%	130,876
TOTAL EXPENSES	592,246	91.57%	646,781
RECEIPTS OVER/UNDER EXPENSES	-135,566		-106,194

Staffing

We completed second interviews with our top two candidates for Director of Development. We reached out with an offer to our top candidate and she has accepted. She will begin her position with us as Director of Development on Monday, February 1, 2021.

Committee and Task Force Work

The CBTF (Constitution and Bylaw Task Force) is continuing their work and meet 2 times

a

month. Pastor Chris Hagen is leading this conversation with the team.

The beginnings of our **Ministry Site Profile team** has begun. Pastor Chris Hagen is leading this team, alongside me. Members that have accepted to work on this team include:

- Amy Schell
- Val Velde
- Kevin Miller
- Chris Smedsrud

They will begin their work at the end of December 2021.

RIC (Reconciled in Christ) is beginning to lay out their proposal for moving forward with conversations with the congregation. Trupti Storlie is working to develop a team who will begin this work in the New Year.

Stewardship - November 2020

The council has received the names of all of those who have not yet committed to an Intent to Give. Thank you for reaching out to our members!

Community Conversations

I continue to hold these conversations with members of the church community every first Monday of the month. I look forward to these conversations and encourage any members with questions to attend these open meetings. Thank you to the council members who have been able to join us.

Epiphany and Lent 2021

We continue to work ahead in the year anticipating that we will continue to offer most services and educational opportunities online.

Epiphany 2021: **Prepare the Way**

During this season we will begin to introduce the work of the MSP team (Ministry Site Profile Team). We will be engaging with the membership in a variety of ways to get at the heart of who we are as a congregation.

Lent 2021: **Lift Every Voice** - throughout the 6 weeks leading up to Easter our Sunday morning, Wednesday evening, Confirmation and other educational activities will center on listening to the voices of people around us. There will be a variety of ways for the congregation to interact and be a part of lifting up their voices and listening to others.

- i) Adult small groups - Meeting on Monday evenings
- ii) 9th graders - contracting with Joe Davis (artist and poet) to meet with 9th graders to help them "lift up their voice". Working with them in January to help them write their faith statements. Some of these faith statements will be shared during Sunday morning worship
- iii) Confirmation - working with Audrey and Abby to create a youth curriculum that follows along with our Adult small groups
- iv) Wednesday worship - 15-20 minute service. Lifting up the voices of our young adults in the community, centered around texts and themes of Justice, culture, race, etc. Working with Jamey on this
- v) Sunday worship - Lifting up the Voices of some of the people we meet on the road to Jerusalem (the Good Samaritan, the woman at the well)

Note: I will be out of the office through Sunday, January 3, 2021.

Interim Associate Pastor Report to Council

Chris Hagen
December 17, 2020

Constitution and Bylaws Task Force

Seven members plus Pastor Lauren and me constitute CBTF. The majority of the constitution is predetermined by the ELCA. We have divided the remaining sections between working groups to include current RLC constitution items, to flag items for further discussion and to draft possible rewrite. Bylaws specific to RLC will need major rewrite, and will need to be coordinated with the Ministry Site Profile work and others. Constitution and bylaw sections we are working on are: Endowment, Membership, Congregational Meeting, Committees. KJ Bach has written an update for the newsletter to explain the purpose and progress of the task force.

Epiphany Worship Theme

My daughter recommend to my wife and me Eitan Hersh, *Politics is for Power: How to Move Beyond Political Hobbyism, Take Action, and Make Real Change* (2020). While written for politics, the thesis also applies to churches. It directly speaks to the Ministry Site Profile discussions on the purpose of church in general and the purpose of Roseville Lutheran Church in particular.

One mark of white privilege is our *attitude* toward church. Hersh calls it “hobbyism,” the attitude that church is an “add on” to enrich life. So, as with any hobby, people dabble in it when they choose, ignore it when other things come up, give it spare money when convenient, and expect *personal* satisfaction from participation.

In contrast, the Black church in America is central to community organizing, to mobilization for political change and to the economic welfare of members. The role of church for Black Americans is not a hobby, but is the core that holds community together and cares for physical, legal and economic needs. It is activist church. Its purpose is not so much to comfort as it is to change.

In talking with confirmation youth and with young adults, one of the reasons for their lack of interest in church is this very difference between hobby and activism. They have other hobbies and so don’t need church as a hobby. But they do want to belong to something that matters, that makes a difference in society. This should be conversation for Roseville members.

An alternative to hobby or activist church may be what I imagine as moral anchor. Church is a place where people explore core values, practice those values within the church community and conduct oneself in society that is a force toward right-ness (neighborhoods, laws, policies, people in line with God’s kingdom of mercy, justice, grace and love).

With Pastor Lauren, I have developed the worship themes and conversation questions for Epiphany. The conversation events are intended to engage members in pondering what is the purpose for RLC being. This leads up to the Lent goal of listening to young voices, and the long-range conversation about how to transition leadership of RLC to the next generation.

Reconciling in Christ Task Force

The RIC task force met Dec. 10th. I am coming to the project a bit later than the rest. The RIC will coordinate with the Ministry Site Profile Task Force, the Constitution and Bylaws Task

Force and other teams. One of the insights I learned from the meeting is that RLC's public identity may no longer be accurate to who RLC is now. Our coming conversations should include just who is RLC today and what shall RLC become in the near future.

Ministry Site Profile Task Force

This task force does the ground work in preparing the document used in calling the next associate pastor. One part is demographic information about this congregation and the surrounding neighborhood. Another part is the specific qualifications and areas of ministry for the associate pastor position. The major part that will take the most work is "Purpose, Giftedness and Mission" of RLC. The MSP Task Force will coordinate with other teams in leading RLC members in exploring, wondering and discussing this congregation's "calling" in what God is accomplishing in the Roseville area.

Along with these areas, I am on call for Pastor Lauren and assist her as she directs in the regular responsibilities of pastoral ministry.

Administrative Staff

Activities since last report:

- Assisting CYF with Dec 11th event
- Acquiring items for Advent/Christmas/Worship Center
- Working with the Endowment Comm to plan & execute "Love Lights."
- Processing two Work Comp Claims
- Continuing ID cards, barcodes, and database updates for RLC Kids
- "Hometouch" monthly mailings sent out.
- Assisting with printing/labeling/stuffing/sealing of bi-monthly letters from Pastor Lauren
- Maintaining/updating the Shelby database with member changes
- Managing visitors to the office, directing calls, screening visitors for health and safety
- Assisting members with tech questions and registration issues
- Monitoring and ordering office supplies and maintenance of office equipment
- Monitoring COVID check-in sheets
- Prepping and mailing grief brochures
- Creating postcards for Meal deliveries
- Assisted with mailouts for the Stewardship Campaign

Facilities & Grounds

Activities since last report:

- Elections were held on November 3rd.
- Nativity stable was erected.
- The fan control in the sanctuary heating unit was not working properly. Service was needed.
- He will be off for a minimum of 6 weeks.
- The doors for the sanctuary storage area were installed.
- Staining and finishing will be done as time permits.
- Sidewalk salt was purchased and delivered in preparation for winter.
- Lighting for nativity stable set up.
- Case of covid-19 reported in building. A full building sanitizing and fogging was completed.
- Covid-19 created a number of problems with sanitizing and contact prevention. We were able to comply with all CDC and State Dept. of Health Guidelines.
- Preparations are being made for December 11
- DRIVE THRU CHRISTMAS.
- Shelton Ingrahm and Greg Saiko have been a great source for our sanitizing and custodial needs. I thank them.

Hospitality

Summary of activities that have occurred since the last report.

- Food service items that have been made through RLC's kitchen.
- Thanksgiving dinners
- Thank You dinners for Rsvl PD
- Decorating inside and outside of the church
- Making several dozen cookies for the Luminaries
- Starting preparation for the advent meals

Summary of upcoming events:

- Over 100 Advent Christmas meals orders have been received. I feel it would be something to talk about for Easter as well.

Communications

Summary of activities that have occurred since the last monthly report.

- Worship video coordination with worship leaders, musicians, videographer, online resources of YouTube, FB, Website, and CTV Cable
- "Storehouses of Grace" Stewardship campaign completed.
- Continuing twice-monthly mailing for folks that may not be connecting online, update from Pastor Lauren.
- Veterans Day Program broadcast.
- Thanksgiving Eve worship broadcast.
- TABLE Newsletter delivered. (Dec-Jan-Feb). Next deadline is Feb. 1 for March-April-May.
- Support for December Dinners, Poinsettia Sale, Love Light Luminaries, Giving Tree, Drive Thru Christmas. Edited video for Family Christmas Program.

Summary of upcoming events, or issues that the Church Council should be aware of:

- Twice-monthly Adult Education videos continue.
- Planning meetings and website development to support Epiphany and Lent programming. (Epiphany season will start our initial efforts in working on our Ministry Site Profile with Pastor Chris Hagen as we do the necessary prep work to get ready to call a new Associate Pastor). This may include blogging/comments, videos or zoom conversations, FB posts, etc. to encourage responses and involvement across the congregation.
- Considering options for enhanced worship recording technology.
- Continuing research into website re-fresh, template update.

Council Update December 2020

Surviving the Holidays Grief share program was done online this month and I will be merging the Grief share members from the first part of the year with the Surviving the Holidays people and meet with them monthly till we are able to meet in person.

Virtual Sharing Tree 2020 has concluded and RLC took in thousands of dollars in gift cards, socks, sundries, blankets, coats hats and mittens to help our local partners including Keystone, Central Park, Loaves and Fishes, Banyan Tree, Project Home and the Sheridan Story.

Connection with our Seniors and Shut ins: Pastor Rolf and our Care Team continues to reach out with phone calls to our Seniors and Shut ins. In addition, we have a member who has a call list and makes phone calls 2xs a week in the church office. We continue our shared ministry with CYF to have our Pen Pals with the Seniors Ministry which connects over 25 families with our Seniors. We also dropped off Poinsettia to Shut ins this month.

Worship Volunteers: For the month of December we had many volunteers participating on our online Advent and Christmas services whether it be music or readers of Children message. RLC continued to show up and continued to volunteer in safe ways this month!

Drive Thru Nativity: In coordination with CYF I worked with Julie Hanson, Roseville Covenant and Calvary to pull off our first Drive Thru Nativity. Over 700 cars passed by on Friday night December 11th between the hours of 5pm and 8:30pm. Over 40 volunteers from RLC helped make this a memorable event.

The Longest Night “Shine in the darkness Caroling” December 21 Cancelled this year due to Covid restrictions. Looking to put this on our schedule for 2021

Respectfully Submitted, Diane Sell Director of Volunteer and Care Ministry

Mission and Outreach Meeting

December 7th, 2020

In attendance: Diane S., Julie H., Kris O., Heather A., Alicia S.

- Keystone community event recap:
 - Great distribution! 4,650 individuals served! Largest event they have had
 - Early Spring they'd like another event and we can coordinate together.
 - Mary McKeown (executive director of Keystone) would be willing to create and share a video for January.
-
- Upcoming events:
 - Holding off on planned January Bridging; won't be safe to come in and build dressers until April (after Easter).
 - Delivering all the tie blankets, etc. items soon.
 - Julie will look into whether we can still build dressers (families at home) and families deliver them
 - Project Home need for February
- Sharing Tree
 - Dorothy Day
 - Jim can pick up socks. We will not wrap. We have about 150.
 -
 - Central Park
 - House the donations here at RLC. Advertise heavily in January to buy needed items on clearance and we will house them here.
 - Contact Jill to let her know where they will be housed so she can inventory.
 - "Extra" donated Target GC's can be for Central Park.
 - Keystone
 - Distribution of gift cards
 - Project Home
 - Dave will deliver the GC's.
 - Sheridan Story
 - Can we follow up to see if RLC had some donations? It's all online.
 - Banyon -- we will not likely continue this relationship due to our "stay local" plan
 - Dave is our contact; we need to work through him to let them know (unless we collectively decide that!)
 - "Extra" donated Target GC's can be for Banyon.
-
- ONAM update (Kris)
 - Not meeting regularly this fall; they are taking a couple of months off.
 - Working on finding balance with the church's plan for social justice.
 - We as M&O should communicate out more often.
 - How can we check in with them more frequently?
 - Heather could do that as a liaison...
- Action: how can we update/follow-up with our partners?

- Diane will create a monthly newsletter; it will have every partner listed and then either an update or “nothing at this time”
 - Kris will send her the email list of key people to send it to
- We need to decide if we are willing to partner with other organizations or if we are staying with our local partners.
 - Dave will need to weigh in with this.
 - Looking for more focus and volunteer-friendly.

Respectfully Submitted,

Heather Awad

From: Carrie Hefte Hanton
Date: Fri, Dec 11, 2020 at 10:58 AM
Subject: Endowment Committee update

1. A sub-task force of KJ Olson, Greg Johnson and I completed the Section of the Constitution and Bylaws concerning the Endowment Fund. It is the first section the Constitution Bylaws Task Force completed (out of 20 chapters).
2. This same sub-task force will spend a little time on the Endowment Fund Charter document (which will be an attachment or in the appendix to the Constitution and Bylaws) before turning that draft over to the Charter to the Endowment Committee to discuss and further revise.
3. The plan is to have the Endowment Committee meet in January and February to discuss and reach an agreement on the language in the Charter.

Carrie

From: Mary Peterson
Date: Mon, Dec 14, 2020 at 4:46 PM
Subject: Children's Advisory for December

Drive Thru Christmas event last Friday, 12/11 was a tremendous success. We welcomed over 600 cars and saw the joy on the faces of the people that attended. Visitors enjoyed our family groups of carolers (spaced very far apart) especially as no one has heard live singing for so long, live sheep, family actors as sheep, angels and shepherds, and our light display! Partnering with the 2 other churches, Calvary and Roseville Covenant was so nice. Many hands were involved and many hearts were touched with the joy of Christmas!

This Saturday, 12/19 at 10:00 we will air Pass It On family Christmas program that was a collaboration of 30 different families and 60 kids. It will be fun to hear how people like it- a different way of doing a Christmas program, but so fun! People can watch it anytime beginning at 10:00 am on Saturday.

January brings a different way to do a dresser build to benefit the clients of Bridging. We are going to invite people that want to pick up a dresser kit to assemble the dresser at their own homes and then return the dresser to Bridging. We will ask people with bigger vehicles to help deliver dressers to Bridging for those that cannot fit the completed dresser in their own vehicle. Sign up will begin later this week, thru Jan 6th, with dresser kits available for pick up at RLC on Saturday, Jan 11th.

Thanks!
Mary

Roseville Lutheran Church Reentry Plan by Risk Level

Update: November 20, 2020

Activities guidelines by COVID Risk Level. *

Roseville Lutheran Church is taking steps necessary to protect the health and safety of our members, staff and neighbors, while continuing to serve the community. As the threat of the pandemic subsides, we will follow a thoughtful approach to returning to in-person worship and activities. Please note that, **when in-person activities resume**, we will ask that people **continue to wear masks and practice social distancing** until guidance from the Minnesota Department of Health (MDH) is otherwise.

If you or anyone you know is in need of assistance during the pandemic, please contact Diane Sell, director of volunteer and care ministry: dsell@rosevillelutheran.org or 651.487.7752 ext. 222

RISK LEVEL	RED	ORANGE	YELLOW	GREEN
New cases/100K	25+	10 to 24	1 to 9	<1
Worship	Online only	Online or outdoor	Online or outdoor; limited in-person	In-person following MDH guidelines for preventing spread. Continue online and outdoor worship and activities.
Ministry including youth, adult ed, etc.				
Community outreach	Essential services: e.g. meal preparation and distribution for Meals on Wheels, Keystone		Limited in-person activities	
Life celebrations	Outdoor or groups under 10	Outdoor or groups under 25	Outdoor or groups under 25	
Staff	Work remotely	Limited essential staff on site, others remote	On site; vulnerable staff working remotely	

Please Note: In each level the staff, members, friends and visitors are to follow the Roseville Lutheran Church Pandemic Business Plan.

** Based on a seven-day moving average of new COVID-19 cases per 100,000 people in Minnesota's 4th Congressional District, as reported in the Key Metrics for COVID Suppression framework published by Brown University.*

Sources

- Brown University School of Public Health, *Key Metrics for COVID Suppression*, COVID Risk Level tracking for MN 4th Congressional District, seven-day average of daily new cases per 100,000 people: <https://globalepidemics.org/key-metrics-for-covid-suppression/>
- Minnesota Department of Health (MDH) plan for gathering of faith-based communities: <https://www.health.state.mn.us/diseases/coronavirus/guidefaith.pdf>
- MDH weekly report, including tracking of positivity rates and other critical data: <https://www.health.state.mn.us/diseases/coronavirus/stats/index.html>

Roseville Lutheran Church Reentry Plan by Risk Level

Update: November 20, 2020

Risk level guide

Following is a general guide for planning Roseville Lutheran Church ministry events and activities during the COVID-19 pandemic. Based on how the pandemic progresses, we may need to move back and forth between levels. Council will continue to use the resources noted above and consult regularly with member physicians and local authorities to assess when we may safely resume onsite activities.

COVID Status	RLC activity
Red risk level	
25+ new cases daily per 100,000 people, 7-day moving average for MN 4 th Congressional District MDH Dial Back directive: Avoid all unnecessary social contact; ban on in-person activities such as restaurant dining, gyms.	<ul style="list-style-type: none">• All staff, council and committee meetings via Zoom.• Online worship only.• Online education, devotionals, podcasts and resources available. Communication through email and the RLC website for ongoing programs and updates.• Preschool and daycare are open, and following protocols to prevent spread, including masks and social distancing• RLC facility closed to public. Postponement or cancellation of onsite gatherings. Essential staff-led activities only: preschool and childcare, meal prep for MOW, etc.
Orange risk level	
10 to 24 new cases daily MDH guidance: Limit social contact, wear masks, practice social distancing to prevent spread.	<ul style="list-style-type: none">• All council and committee meetings via Zoom. Limited essential staff onsite.• Online worship. Potential outdoor worship or celebrations, with masks and social distancing.• Online education, devotionals, podcasts and resources available. Watch your email and visit the RLC website for ongoing programs and updates.• Preschool and daycare are open, and following protocols to prevent spread, including masks and social distancing• Very limited access to RLC facilities.

Roseville Lutheran Church Reentry Plan by Risk Level

Update: November 20, 2020

COVID Status	RLC activity
Yellow risk level	
1 to 9 new cases daily MDH guidance: Limit indoor social contact, wear masks, practice social distancing to prevent spread.	<ul style="list-style-type: none">• Council and committee meetings via Zoom. Most staff on site, with vulnerable staff working remotely.• Online or outdoor worship. Limited attendance for indoor worship, with masks and social distancing, for potential in-person worship or select activities. Watch for communications or contact RLC to confirm plans and protocols as they evolve.• Online education, devotionals, podcasts and resources available. Watch your email and visit the RLC website for ongoing programs and updates.• RLC facility open for limited activities.• Vulnerable individuals, including people over 65 or those with underlying conditions, are advised to continue to avoid in-person activities.
Green risk level	
<1 new case daily MDH confirmation: Reduced risk of spread; release of limitations on social contact.	<ul style="list-style-type: none">• Return to relative normalcy, with continued observation of appropriate social distancing and infection control protocols. Staff onsite. Council and committees may meet onsite.• Worship online and in-person.• Educational activities and resources available online and in-person.• Facilities open during regular hours.