

Minutes of Congregation Council Meeting
July 19, 2022
7:00 pm

- I. Call to Order 7:00pm
 - A. Attendance: Mike Berkheimer, Faye Casciano, Pastor Ric Elliot, Mike Epperly, Kristin Ervin, Hayden Fermier, Sue Mathieu, Chris Pirrotta, Pastor Tami Reichley, Denise Rohrbach, Mark Stanziola, Pastor Cindy Camp.
 - B. Excused: Amy Grubb, Bob Stevens, Nina McNally, Dean Black
 - C. Devotions – Pastor Ric Elliot

- II. Reading of Thank You letter from Pastor Ric and Deacon Jane addressed to Mark Stanziola and Council.

- III. Adoption of previous month's Meeting Minutes. **Motion:** To approve minutes from the June 2022 monthly council meeting by Sue Mathieu with a second by Pastor Tami Reichley. **APPROVED.**

- IV. Call Committee formation discussion
 - A. Flow chart dispensed showcasing previous call committee process (previously used for Pastor Ric's call).
 - B. Council is requested to provide a list of suggested names via email to Mark Stanziola.
 - C. Additional meeting scheduled July 25th at 7pm to discuss candidate recommendations and select chair person candidates.

- V. Staff Reports
 - A. Pastor Ric Elliot:
 1. PLACE Funds Discussion: Finance wants to discontinue funds as of Dec 31st. Karin Kahler currently has \$12K and Pastor Tami Reichley has \$3K. **Motion:** To disburse PLACE funds accumulated through the end of 2022 before 12/31/22 for Pastor Tami Reichley and Karin Kahler by Sue Mathieu with a second by Kristin Ervin. Discussion: This direction is approved by the Bishop, Bishop staff, Tami and Karin. Agreed that current PLACE system is not a functional system. **APPROVED.**
 2. **Motion:** To add a line item in the 2023 budget for continuing education funds for rostered leaders, programmatic staff, and support staff. Should a person want to exceed that amount they can come to staff support and council to request approval for more funds. Motion by Pastor Ric, with a second by Mike Berkheimer. **APPROVED.**
 3. **Motion:** To add Pastor Mark Wimmer and Pastor Cindy Camp to the signatories for the local mission assistance fund by Pastor Ric with a second by Mike Epperly. **APPROVED.**

4. Sherilyn Scheetz will potentially be resigning from her Director of Finance position, which is a part-time position. Pastor Ric dispensed a copy of the job description. Bob Schuchart is willing to fill the responsibilities during the hiring process. He is also willing to help with the hiring selection process.

VI. Lower-Level Building Project Update

- A. The mural will be painted over in the former Music Room (now Nursery School Room 113).

VII. Finance Report by Mike Epperly

A. June 2022 Report

1. OPERATING INCOME IN MONTH: \$60,579 being \$2.3K lower than June budget. Operating pledged income was \$9.3K lower than June budget. Unpledged income was \$7.5K higher than June budget. Combined loose plate and non-member contributions were \$0.1K higher than June budget.
2. OPERATING INCOME YTD stands at \$437,553 which is \$1.6K lower than YTD budget. Reflects combined impact of operating pledged income being \$8.9K lower, operating unpledged income being \$8.4K higher, and Thrivent income YTD being \$3.7K lower than expected.
3. OPERATING EXPENSES IN JUNE were \$64,784 being \$0.8K higher than June budget. Most mission areas in June were close or under budget in June. OPERATING EXPENSES YTD are \$427,342 which is \$5.1 K lower than YTD Budget.
 - a. Total People — Salaries was over budget due to unbudgeted June salary of \$1,538 for Amber O'Brien and unbudgeted salary of \$1,829 for Associate Interim Pastor Cindy Camp. Total People YTD is \$310,885 which is \$0.1K over budget.
 - b. Resources for Ministry was \$10.2K over budget YTD due to three higher expenses. Technology: \$2.6K, Electric: \$3.5K, Service Contracts: \$14.2K for Service Master cleaning services.
 - c. Building Maintenance \$10.2K under budget YTD.
4. ACCRUALS in June totaled \$6,805 for Nursery School purchased items (floor area rugs, storage drawers, and cubbies with hooks) for Lower Level classrooms.
5. NET INCOME IN JUNE was a deficit of \$4,205 compared to expected budget deficit of \$1,114 bringing YTD Net Income to \$10,211 which is \$3.4K higher than YTD budget.
6. OPERATING CASH BALANCE increased from \$150,204 on 5/31/22 to \$152,805 on 6/30/22.
7. SPIRIT LED / SPIRIT ALIVE CAMPAIGN Account cash balance is \$163,450. (June donations = \$10,009). June expense was Star AVR LLC for AV equipment (\$684). NOTE: Still remaining expenses before year end 2022 include: Retainage balance of \$10,000 to Arthur Funk & Sons on Building Project upon completion of punch list items and estimated balance of \$5,000 to Star AVR LLC for AV equipment.

8. BUILDING PROJECT LOAN: Balance on Mission Investment Fund Building Project loan at end of June is \$ 711,996.
NOTE: Made three monthly payments of Principal/interest of \$3,754 in April 2022, May 2022 and June 2022. With nine equal monthly payments of \$3,754 thru year end 2022 will disburse cumulative of \$33,786. Finance plans in mid December 2022 to reduce outstanding principal loan balance utilizing Donations thru year end 2022 to SPIRIT LED / SPIRIT ALIVE CAPITAL CAMPAIGN which will then establish a new monthly payment of Principal / Interest starting in January 2023.
9. LOWER LEVEL PROJECT - Account cash balance is \$353,682. June donations \$30. Transfer from Memorial given for Margaret Legenhausen. June expense was second payment to Arthur Funk & Sons on Lower Level Renovation Project (\$44,622).
10. BUILDING FUND - June balance was \$7,615. Donations = \$994. No June expenses.

VIII. Mission Team Reports

- A. Nursery School board report - **Motion:** To release \$2000 from the PPP fund to the nursery school due to budgetary concerns by Pastor Cindy Camp, with a second by Sue Mathieu. Discussion: substitute fees and advertising costs were higher than budgeted amount as a direct and indirect result of COVID. **APPROVED.**

IX. Old Business

- A. Fall Worship Schedule:
 1. Pastor Tami brought forward the recommendation from Worship/staff starting September 11, 2022:
 - 8:30 AM Contemporary Service
 - 9:30 AM Family Service / Sunday school
 - 9:30 Catechism and CFL
 - 10:30 Traditional Service.
 2. Council discussed and agreed with schedule.

X. New Business

- A. **Motion:** To allow PEO (Philanthropic Education Organization) to use the building 2n3 and 4th Thursday of each month by Pastor Ric Elliot with a second by Kristin Ervin. **APPROVED.**
- B. General note from Pastor Ric that will plan to return to regular communion practices in the fall. Passing the peace and plate offering collection will remain as currently executed.

XI. Next Meeting

- A. September 20, 2022 at 7pm.

- B. NOTE: As of July 31st Pastor Ric ends his participation with the church. He has one commitment that will be past that date for a congregant wedding which was planned previously. Wedding will not be at church but at an off site location.
- C. Assignment of devotions to Pastor Cindy Camp.

XII. Adjourned at 9:00p with prayer by Pastor Ric Elliot.