



## Council Minutes August 25<sup>th</sup>, 2022

### IN ATTENDANCE:

*James Newell (Past President)	*Rebekah Bryan (Secretary) Scott Nielsen (Treasurer)	*Brittany Lobner (Fellowship) Joe DelCamp (Property)
*Kirstin Albiero (President)	Rachel Langer (Outreach)	Lisa Bernd (Director of Involvement)
*Scott Donovan (President-Elect)	*Lori Mathias (Worship)	*Jen Jacobson (Christian Education)
*Pastor Greg Van Dunk	*Eryn Durlam *Zack Durlam	Melissa Schmidt (Christian Care)

(\*) present at meeting

The meeting began at 7:42 P.M. with President Kirstin Albiero presiding.

- ✓ Approval of the June 2022 minutes: There was a motion to approve the June 2022 minutes. The motion was seconded & approved.

### Pastor and DI Reports

#### **PASTOR REPORT:**

No reports

#### **DIRECTOR OF INVOLVEMENT:**

No reports

### Attendance Report

Attendance was discussed.

### Committee Reports

#### **CHRISTIAN CARE: (Melissa Schmidt)**

No report provided

#### **FELLOWSHIP: (Brittany Lobner)**

No report provided

#### **OUTREACH: (Rachel Langer)**

No report provided

#### **PROPERTY: (Joe DelCamp)**

No report provided

#### **FINANCE: (Scott Nielsen)**



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### Grace Lutheran Church Income Statement - July 2022

	July Actual	July Budget	Delta Budget	July '21 Actual	Delta Prior Year
<b>Revenue</b>					
Total Revenue	28,417	43,429	(15,013)	43,458	(15,041)
<b>Expenses</b>					
World Mission Subtotal	4,292	3,792	500	4,292	0
Rostered Ministry - Subtotal	11,762	11,669	93	19,828	(8,065)
Non-Rostered Staff Subtotal	11,349	12,491	(1,141)	11,160	189
Our Church Home Subtotal	13,168	12,874	294	13,024	143
Worship & Service Subtotal	1,688	2,547	(859)	3,393	(1,705)
<b>Total Expenses</b>	<b>42,259</b>	<b>43,372</b>	<b>(1,114)</b>	<b>51,697</b>	<b>(9,438)</b>
<b>Surplus / (Deficit)</b>	<b>(13,842)</b>	<b>57</b>	<b>(13,899)</b>	<b>(8,239)</b>	<b>(5,603)</b>
Amount To / (From) Contingency	(13,842)	57	(13,899)	(8,239)	(5,603)
<b>Surplus / (Deficit) After Contingency</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

### Grace Lutheran Church Income Statement - July 2022

	July YTD Actual	July YTD Budget	Delta Budget	July '21 YTD Actual	Delta Prior Year
<b>Revenue</b>					
Total Revenue	293,179	304,004	(10,825)	297,007	(3,827)
<b>Expenses</b>					
World Mission Subtotal	27,042	26,542	500	22,750	4,292
Rostered Ministry - Subtotal	84,449	81,686	2,763	121,910	(37,462)
Non-Rostered Staff Subtotal	82,191	87,435	(5,245)	70,266	11,925
Our Church Home Subtotal	96,504	90,116	6,388	81,647	14,857
Worship & Service Subtotal	17,414	17,828	(414)	13,535	3,880
<b>Total Expenses</b>	<b>307,600</b>	<b>303,607</b>	<b>3,992</b>	<b>310,108</b>	<b>(2,508)</b>
<b>Surplus / (Deficit)</b>	<b>(14,420)</b>	<b>397</b>	<b>(14,817)</b>	<b>(13,101)</b>	<b>(1,319)</b>
Amount To / (From) Contingency	(14,420)	397	(14,817)	(13,101)	(1,319)
<b>Surplus / (Deficit) After Contingency</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



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### Grace Lutheran Church Balance Sheet - July 2022

	July Starting Balance	July Ending Balance	July Changes
<b>Assets</b>			
Cornerstone Checking	92,022	77,881	(14,142)
Cornerstone Money Market	88,353	88,363	11
<b>Total Cash</b>	<b>180,376</b>	<b>166,244</b>	<b>(14,131)</b>
<i>Contingency Fund</i>			
	98,946	85,104	(13,842)
<i>Building Debt Reduction</i>	5,000	5,000	-
<i>Project Funds</i>	76,429	76,140	(289)
	<b>180,376</b>	<b>166,244</b>	<b>(14,131)</b>
<b>Total Assets</b>	<b>180,376</b>	<b>166,244</b>	<b>(14,131)</b>
<b>Liabilities</b>			
Mortgage	1,709,492	1,705,500	(3,992)
<b>Total Liabilities</b>	<b>1,709,492</b>	<b>1,705,500</b>	<b>(3,992)</b>
		Principal Payment	3,992
		Interest Payment	4,704
			<b>8,696</b>

### **WORSHIP: (Lori Mathias)**

WORSHIP PLANNING COMMITTEE

AUGUST 9, 2022

NOTES

Members Present: Lori Mathias, Eryn Durlam, Jane Brabrand, Deb Donovan, Zach Durlam  
Lori discussed the need for one or two new members on this committee due to recent changes in membership by two previous members. Suggestions were given and Lori will make some contacts before our next meeting.

Deb gave an update on Handbells and plans for this coming Church year. Practices will start on October 3. A small group of ringers, who are available, will play for the Labor Day weekend service.

Before Pastor Greg left on vacation, he requested the Committee look at possible dates for the 9<sup>th</sup> grade Confirmation service on May 21 and Graduation Service on June 4, 2023. Discussion was held and actual local high school graduation dates will be researched for the Graduation Service on June 4 before confirming. (Note: Actual Graduation dates – Cedarburg and Germantown – Sunday, June 4; Grafton – Saturday, June 3; Port/Saukville – June 11)

Eryn -Choir/Music Report – She updated the committee on the Singer Scholarship and plans to discuss details with the Council at their next meeting. A flyer will also be created to be posted at local colleges, announcing information on the Music Team Leader open position. Eryn also discussed her plans for this fall if the open position is not yet filled and how she will handle two services. This will also be discussed with the Council at their next meeting.

Eryn and Zach then discussed initial plans for Music and the Choir to start the new church year.  
Dustin- Technology Update – (Lori updated Dustin’s correspondence) – from the Grant he received from the Siebert Lutheran Foundation for streaming equipment, he became aware of a program called the TNCU - The Neighborhood Church University. TNCU has been working on a training program to develop and train people in churches for hybrid (online/in-person) and technology ministries. He is looking to ask Council for the funding, which may run around \$1,000. Dustin and Pastor Greg both feel that more than one person should be involved in this, and Dustin also feels that if members see something more organized, they may be more willing



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to volunteer to help with Technology in our Congregation. The committee felt this would be a great thing to pursue. Dustin will discuss with Council and request the funding once he has more details.

Lori gave an update on the assigned project to get volunteers as Worship Assistants, Communion Assistants, and Communion Setup/Cleanup in the next few months as the church works on updating positions in the Church Office. It has also been discovered that training is needed for communion setup since with Covid, we have not had in-person communion for a while. Lori will look into someone who would be available for the training.

Miscellaneous – Discussion was held on creating a possible “Volunteer Fair” for the weeks and during the services, of September 15 and 18, and 22 and 25. As the need for more members to volunteer for many events/items that involve this committee (as well as events sponsored by other committees), this would be a way to reach members to encourage them to volunteer. More details will be planned at the next meeting. Also, it was suggested that the Time/Talent form used to have members actually volunteer for the church year, needs to be updated. A suggestion was made that 9<sup>th</sup> Grade Confirmation students could possibly take part in helping with the tabulating and recording of information on the Time/Talent forms.

The next Worship Planning Committee meeting will be held on September 6, at 6:30 p.m.

### **YOUTH AND FAMILY MINISTRY COMMITTEE: (Jen Jacobson)**

Youth & Family Ministry Team (YFMT) August 2022 Report

The YFMT has been busy over the last month with Vacation Bible School, meetings, and gearing up for the educational program year for 3K-12<sup>th</sup> grade to start on September 18<sup>th</sup>.

Vacation Bible School (VBS)

The YFMT did not have a VBS recap meeting yet, however, I feel it is very important to cover the week we had as Explores on “Adventure Island.” First, we would like to thank Jean Fugate and all the volunteers who helped decorate; transforming Grace into Adventure Island. The decoration are not only fun but also sets the scene and mood for the week. Second, I would like to thank all of our volunteers, some take off work, some are non-members (around 17%), and many are youth (around 50%). Without the over 50 volunteers VBS week wouldn’t happen. Lastly, we want to thank the congregation for their continued support thought donations and encouragement. We received many donations to help with snacks, sciences, crafts, and decorations. We were also granted a Thrivent Grant which covered our family lunch on Friday.

We had around 65 participants (around 50% Grace Members) aka explores/pathfinder/adventures.

That let their light shine and enjoyed daily music, snacks, sciences, crafts, recreation, and a bible story. They learned about love, trust, faith, joy, and hope, as each day is themed after a key word and bible story. They learned how to help others by collecting items for our service organizations – Family Sharing (120 Food items collected), Circle of Empowerment (\$151.53 collected), Courage Milwaukee (240 Care items collected), and Soles for Jesus (70 pairs of shoes collected).

On Sunday, August 21 we celebrated a week of fellowship, faith building, and outreach with a VBS worship. One last thank you, to Howard for presiding over that worship. We had 18 participants and many more youth help recap and share what we did and learned at VBS. If you haven’t seen it yet I would encourage you to at least watch the VBS slideshow I was hoping to provide a link but we are having technological issues, I would recommend you to watch the Worship, which the video is part of. Meetings Preparations for the Education Program Year

We met on July 25<sup>th</sup> for a planning and transition meeting. Pat Murack, Erica Dimmett, Katie Eippert, Sarah Newell, Kate Peterman, and myself were all in attendance. We really evaluated the events and programs we had in the past years and identified some needs we have to continue with the upcoming program year. From that meeting we held sperate meetings for the Youth Groups and Sunday School programing.

In early August, Pat Murack, Sarah Newell, and Kate Peterman met to discuss Youth Groups, KFC (3-5<sup>th</sup>



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Grade), JYG (6-8 th Grade), and HYPE (9-12 th Grade). We are excited to have a service and fellowship orientated year planned. An email was sent out to the Youth Groups families. Gatherings and Sunday Morning Education Hour will start back up on September 18 th . Erica and Pastor Greg will continue to work together to teach Confirmation. Confirmation classes start on September 21 st .

On August 23 rd , Katie Eippert and myself met to discuss the Sunday School (3K-5 th Grade) year. We are currently working on preparing for the Sunday School year, a few more volunteers are needed. We will be holding a Sunday School Staff orientation on September 7 th . We are also working on setting up and communicating important dates for the Sunday School aged group. The link for registration will be in Grace notes starting this week. We are excited to welcome the Sunday School children back on Sunday, September 18 th .

The YFMT hasn't set up our next meeting but we have plans to meet soon to recap VBS and reconnect on the program year and other matters.

Jennifer Jacobson  
Youth and Family Ministry Team Council Rep

### Other Business

- Minutes Approval
- Pictures for Greeting Board with Howard Vrankin
- Reports & Discussion
  - Worship Planning – Guests: Eryn and Zack Durlam
    - Music Scholarships – Usually a quartet of college singers who are paid \$40 – 50 a service typically. Proposal: two soprano singers who would be consistent members of the choir at \$3,000 per singer for the year. This amount could be slightly less with the adjusted service structure. Concordia or UWM possibly. Use Ann Tourney memorial fund (\$5387) now. A couple other memorial funds could be available for use as well. We would have to reevaluate in November or December for it to be on the budget for next year. Now to end of year as a trial. Use that as a basis for the budget. Maximum is \$2900 per singer, \$40 a call, \$25/hr for each additional hour. \$5800 total. Council approved moving forward with scholarship program using memorial funds.
    - Fall/Winter Service Planning - Sunday Sept 18 first two-service Sunday. One idea: Identical services but rotate through different styles throughout the month. Eryn takes her planning two months at a time. So, she will plan through Oct 31 and see if they have any applicants. Take it every few months as we go. Bells can decide what they would like to do. Suggestion to plan through Christ the King Sunday instead. Put in some written communication to expect changes like this to allow people to get used to the idea.
    - Worship Music Team Leader – still looking for someone. Putting fliers up at universities.
    - Technology Needs- The Neighborhood Church University – training program to train people in churches. Should have more information by next council meeting.



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- Ice cream truck for Sept 18, Rally Sunday. Cost is \$40. Council agreed to pass on it.
- Volunteer fair for Rally Sunday to get people signed up for worship volunteers. Worship planning is planning the fair on September 6. How would Time & Talents factor into the timing? “Ministry book” with information about each committee, when they meet, etc. There also has not been follow-up in the past with time and talents sheets.
- Suggestion from Pastor Greg for incorporating all saints into the Sunday service instead of the remembrance service. He will propose to worship planning committee.
- 1<sup>st</sup> communion: Nov 20
- o Youth and Family Ministry
  - Position Updates- Erica expressed interest in coming back to our youth program. Youth and Family Coordinator – does not want to do both positions that are open—only middle school and high school. Her proposal: 17 hours per week as they were before. Limit her evenings and weekends. Pay increase to \$24/hour, \$1632 per month as a salary and an additional week of vacation. She has been here over 5 years. Would Erica be willing to help out with social media communications to balance the budget instead of hiring a social media coordinator, which is probably not a role that would be filled until at least 2024 anyway. She was at about \$17/hr. Youth and family ministry team are all in full support of Erica coming back. Council would like to move forward hiring Erica again. Conversation will take place Monday night to determine how we can make this work financially.
  - VBS Results: 30% of youth volunteers were non-members. Katie historically has taken care of purchasing the kit, but no one is allocated to planning it for 2023 yet. Committee is waiting to see if the new staff person might have a preference. No interest in the position so far.
  - Treasurer
  - Giving Challenges- YOY Comparison
  - Commercial Kitchen – have people give us proposals going forward. Could potentially be a revenue stream. Someone needs to be responsible for overseeing those people. Health department concerns. Case-by-case consideration. Hood inspection was waived to every other year, so we need to look into that if it gets used more often.
- o DI & Attendance
  - Shrub Removal – Find volunteers instead of paying someone. Custodian has grounds and maintenance experience, so we will approach him.
- Old Business
  - o MET Update
    - MSP Approval- Formal Vote: approved by council.
    - Call Committee-Chair? The call committee can vote on their own chair.
- New Business
  - o Time and Talent Forms – normally part of stewardship. Include an option for “interested in council” on the form. Lisa used to take care of creating and entering them into Servant Keeper. Use Google Forms instead?



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- Council Nominations and Communication. Scott Donovan will ask Chris Eippert if he's interested in President-elect.
- Next Meeting's Date
  - 9.22.22 @ 7:30pm confirmed

Motion to approve Sandy Luetgen as the signer for the bank. Council voted all in favor. Motion is approved.

**Closing Prayer:** Pastor Greg  
Meeting adjourned at 9:34.