

**IN ATTENDANCE:**

*Pastor Paul Bulgerin	*Darlyne Holle	*Aimee Lempke
*Pastor Heidi Borkenhagen	*Trudi Biefeld	*John Walch
*Ruth Schmidt	*Lisa Bernd	*Peg Lade
*Jim Mulholand	*Sarah Ganaway	*Katie Eippert
*Kerry Feutz	*Alissa Burgos	*Laurie Gosselin

The meeting began at 7:20p.m. with President Darlyne Holle presiding.

**Devotion:** Darlyne Holle

- ✓ Approval of the December 2015 minutes

**PASTOR PAUL'S REPORT:**

**Stewardship:** It was good to end the year with a budget surplus.

My "best guess" estimate for our 2016 giving is \$543,000. It was also good to see such a large increase in giving for this year.

**Worship Attendance:** We had a detailed discussion of the worship numbers at the Adult Forum on January 17. I summarized the points of this discussion at the annual meeting.

I think there are probably several factors in play here:

- Parents of teens who are not coming to worship on a regular basis
- People possibly staying away because of the construction project
- Lots of regular worshipers who have been gone a lot of weekends
- Issues with the counts taken by our ushers
- Parents who send their children to Sunday School but who don't worship

Our worship numbers have been better in January.

I continue to watch the ushers and the worship counts. I plan to conduct an usher training session this spring and discuss how the ushers count attendance. We do have usher teams counting from the back of the church and they're missing children. I am taking my own count and have made some adjustments when I believe the ushers' count is not accurate.

**Four Sunday Series on Evangelism and Welcoming People:** I plan to conduct this four part sermon and adult forum series on Sundays, April 10, 17, 24 and May 1. I am going to use the program I helped create for the Greater Milwaukee Synod. I feel this is a good time to do this as we prepare to start using our new building. Heidi and I will develop plans to adapt this material for Grace.

You will hear a lot more about this in the coming weeks.

**Church Play:** We have a full cast for our March 6 play. I'm happy to have a number of new cast members this year, including several children who haven't been in our plays before.

**High School Mission Trip:** We currently have ten teens and four adults for the trip. I anticipate we should end up with around twenty people total going to Sky Ranch from July 8-16.

**PASTOR HEIDI'S REPORT:**

**Welcome To New Members!** Thank you Alissa, Peg, Kerry, & Katie (again!) for agreeing to serve on the council at Grace. I am thankful that the Spirit moved you to be a leader in this family of God that is Grace!

**Worship:** It was a quick turn around from Christmas to Sunday morning this year! Thanks to all the musicians and volunteers for their extra efforts. I enjoyed putting together a special Christmas hymn/reflection service, with Dan Hagerman leading the Praise Team.

I baptized Joseph Elroy Becker this month, and I began pre-marital sessions for one of two weddings I have scheduled for the summer.

**HYPE Youth Group:** We've just finished studying the book of Ruth. Now we're moving on to David and Bathsheba, Stephen the Martyr, and Hagar/Ishmael. All topics chosen by the youth.

**TNT:** The Hot Chocolate Party and the Basketball Game were fun! I will be contacting the group in the next month or so to make plans for our next events.

**Women's Retreat:** I have chosen a date of Saturday, April 16. I decided to use the same materials I will be using for the Lydia Circle Retreat, which will be April 30-May 1. That way I can prepare for both at once, and get more use out of the materials. We can do the retreat in a day. I will see how construction is looking as the date gets closer, and will investigate some alternative locations (probably asking another area church if they would lend us some room) if we don't have the space.

I'll be publicizing the retreat starting in early March.

**Donations to Advocates:** I dropped the donations from the Baby Shower for Jesus off at Advocates. There were lots of wonderful donations of diapers, wipes, jammies, and other things. Thanks to all who gave and who organized! It is wonderful to be a part of such a caring congregation.

**Sabbatical Sharing:** I will be sharing some of what I did and learned on sabbatical with my colleagues at the February meeting.

**AIM RITH'S REPORT:**

**Thank You:** Many thanks to Mara, Melanie and Scott for your years of service on Council. It has been a joy to be on council with you. Mara, I'll especially miss your inspirational prayers. You are all a gift to Grace.

**Welcome:** A big welcome to Kerry, Alissa, and Peg and thanks to you for your willingness to serve. These are exciting times and I look forward to having a few months together with you on council.

**Katie Eippert:** Thank you and welcome back to a super Christian Ed. Chairperson.

**Confirmation:** I will be leaving Friday with Pastor Paul for the 9<sup>th</sup> grade weekend retreat. This is always a very special weekend. I have so many wonderful memories of times at Pine Lake Camp. Thanks to Katie Eippert who will fill in for me with the 4<sup>th</sup> – 6<sup>th</sup> grade Sunday School students on Sunday.

**Other Educational Topics:** See Katie's Christian Education Report.

**Retirement:** Please let me know if you didn't receive a copy of my official retirement announcement. It's been suggested that I write an article every month, until retirement, sharing some of my special memories at Grace, so I'll be doing that.

**DIRECTOR OF INVOLVEMENT:**

**Construction:** I continue to go to bi-weekly construction meetings & also I am attending building committee meetings. Lots of changes are going on at Grace now. Steel is going up, fire protection is being installed, and Fellowship Hall is being prepared for the new kitchen addition. Every day it is a new adventure at Grace! I am enjoying having the opportunity to be a part of this new adventure.

**E-Giving:** I have updated the 2016 e-giving. We have added a few more people to the list. I have also had some people inquire about it after it was mentioned at the annual meeting.

**Annual Report:** The beginning part of the month I prepared the annual report. I also closed the 2015 Parochial Report.

**Time & Talents:** I still have a few time & talents booklets coming in.

**Women's Book Study:** My women's book study is going strong. We will be joining the Tuesday evening group in February & March due to Lenten evening services.

**Statements:** End of the year statements are going out this week.

**FELLOWSHIP:**

**Lenten Meals:** Currently working on Lenten Meals. I have one that needs to be filled on Feb 17th, I would be willing to organize and lead -with the help of all of you donating food and time. I know in the past, a pasta bake with salad and bread has worked well.

Would Council be willing to host Weds, Feb 17th? Per guidelines/ law/ appropriateness...Could our donations go to Staff Raise's/ bonus's or Grow in Grace?

Additional discussion:

- Council will sponsor the Lenten meal on 2/17. Donations will go to the Grow in Grace Furniture fund.
- The special Sunday, Feb 7<sup>th</sup>, in honor of all those who are involved in helping us have such meaningful worship service was discussed. Cake will be served.

**PROPERTY:**

Work continues on the remodel/addition with structural steel set in the south end of the building along with stud wall being set. Sprinkler plumbing along the west end of the building is close to complete and working toward worship.

The exterior brick has been removed on the west outside wall for the kitchen. Structural steel should be in place soon.

The design committee showed the rest of the building committee the color and material selections for a number of new areas with the remodel/addition. They look awesome and I believe the congregation will be pleased with their efforts.

Our two new furnaces were installed the first week of January for worship and the air conditioning condensers will be installed at a later date.

Additional discussion:

- Attempts are being made to get the women's bathrooms thoroughly cleaned and painted.

**CHRISTIAN CARE:** No report

**CHRISTIAN EDUCATION:****HYPE-High School Youth Group:**

- We only had 2 people signed up for Rock Climbing so we did not go
- Pastor Paul and adults going to Big Sky Ranch are organizing the Chili Lunch
- Youth Room will be usable until March 2<sup>nd</sup> (at this point...obviously with construction, dates may change). When room is no longer available, HYPE will meet at the Eiperts.
- There will not be a Palm Sunday Brunch this year

**Sunday School:**

- “graffiti wall” in gathering space will continue to be used for various topics. Teachers can also post projects, etc on the wall. Share away!

**KFC/JYG:**

- KFC doing amazing with Cindy and Mari! Activity once a month. 7 kids at last activity (ate food and played games that were around at the time of Jesus)

**Confirmation:**

- 9<sup>th</sup> grade retreat at Pine Lake coming up over Jan 30<sup>th</sup> weekend
- VBS
- Received starter pack. Looks exciting!

**Next Meeting:**

- We will discuss guidelines for chaperones, permission slips, etc
- Ruth will bring our current guidelines that we have in place
- Erica will bring Girl Scout guidelines to review as well

**WORSHIP:** No report**OUTREACH:**

**St. Bens:** Six volunteers helped serve the meal at St. Ben's in January. The count for that "cold" night was 310 with apprx 10 kids. The count was lower on this night due to the cold weather. Mike, the "floor supervisor", stated that families generally do not come to the meal sites when the weather is cold. They will scrape together what they can so they don't have to take the families out in the bitter cold.

Six bags of groceries were also given to St. Ben's that night from the One Can Plan.

**APC:** I have gotten something set up with APC regarding the new Meal Site and the 8<sup>th</sup> grade confirmation project with them. The congregation will provide the meal and the 8<sup>th</sup> grade kids will serve the meal on April 23<sup>rd</sup>. Our Lenten Meal is scheduled for March 9<sup>th</sup> with the donations going to APC. APC has been invited and accepted to attend this Lenten service.

**Events:** Attached is the tentative 2016 Outreach Calendar. I am trying not to duplicate projects with other activities within the church as not to burn out our gracious members.

**Family Promise Update:** Mari is working along with Alex Pieper to create an online volunteer sign-up sheet to facilitate more efficient communication between Grace and Living Hope (our support church).

A Family Promise Meeting has been set up for Feb 8<sup>th</sup> for both Grace and Living Hope to go over what worked and any changes that need to be made for the next FP week.

Mari has looked over the building design and has asked that the designated closet door be changed to a more convenient hall entry and that has been revised. There are some more issues, but she will wait until the building is closer to be completed as it is more about procedures and building usage.

Mari and Kim Beloin will attend a Volunteer do-coordinator's meeting on Feb. 4<sup>th</sup> to hear what other churches experienced during their week.

**FINANCIAL REPORT:**

A couple items to note are as follows (much of this you already know):

1. Our offerings through December closed up very close to the targets. We were \$33,876.00 behind at the end of November, but finished the year only \$4099.00 behind.
2. As you know, we had a budget surplus, \$3260.00 was applied to eliminate our negative 'book cash' value, and the remainder of \$532 was applied to contingency, bringing the total contingency amount up to \$3,484.00.
3. We spent \$3,192.00 in Groth Design charges in November – all for 'construction administration fees'.
4. Other payments in November that are related to the construction project included: \$565.00 to Dacco for trailer rental, \$2698.60 to Key Engineering Group for Asbestos Abatement, \$194.00 to 5 Corners Storage for usage of the Storage unit where we put all the furniture, etc. to hold until the building is done, \$4596.95 to WeEnergies for electric service installation, and \$19,745.29 to Fein Brothers as a 50% down-payment for kitchen equipment. All of these charges were paid from the building fund.
5. We made another interest payment on the Mission Investment Fund building loan - \$253.99. This appears in the monthly report as the 'Building Fund Interest Payments' line, and also as a new line in the summary of the 'Capital Fund Drive' at the end of the report, labeled 'Building Fund (MIF loan) – Interest paid'. The outstanding principal balance is \$79,750.02 as of the end of December – that appears in the annual report for the first time. I believe that we will not actually be paying anything against the principal until the construction is complete and we know the total amount of the loan – paying just interest payments until then.
6. The charge to cover some of the roof repair work not related to the construction project came through as was paid. That charge was \$6,140.00 and was paid out of 2015 funds.

\*See appendix B for Grace Lutheran Church Ministry Plan 2015

\*See appendix C for Grounds & Maintenance expenses for 2015

Additional discussion:

- The importance of getting more members on E-Giving and/or promote more consistent giving.

**VPT:**

Janet Sladky is once again leading the Vision Planning Team. She will be meeting with Personnel on February 4th to finalize the new job descriptions for the Youth Education and Youth Ministries positions.

VPT will also begin holding regular meetings again in February.

\*See appendix d for Graces combined monthly attendance YTD

Additional discussion:

-Overall budget and how to handle the payroll implications of hiring a new choir director. Interviews for the position will start soon and discussions on what can be budgeted for will take place.

**BUSINESS OLD:** None**BUSINESS NEW:**

The dates for the upcoming council meetings were discussed.

- Thursday, January 28th
- Saturday, February 27th - Council Mini-Retreat 8:30 - 1:00
- Thursday, March 17th\*
- Thursday, April 28th
- Thursday, May 26th
- Thursday, June 23rd
- Thursday, July 28th
- Thursday, August 25th
- Thursday, September 22nd
- Thursday, October 27th
- Thursday, November 17th\*
- Thursday, December 15th\*

\*Meetings will be held on the 3rd Thursday to avoid holiday conflicts.

The Church Council mini retreat is scheduled to be in February

**NEWS/NOTES/SHARING:**

June 12<sup>th</sup> will be Ruth's retirement party.

**CLOSING PRAYER:** Pastor Paul

## Appendix A:

Month	Who Benefits	Project	Comments
Jan	St Ben's	St. Ben's -Monday, Jan 11th	
Feb	Local	Seed of Hope-Baby Bottle Project	
March	APC	Canned Hams	
	APC	Lenten Meal	
April	APC	Provide and serve dinner-Apr 23rd	8th kids to serve
May	Lasata	Bingo Prizes	
June	APC	Paper goods/picnic	
July	St. Ben's	St. Ben's Wed, July 13	
August	Family Sharing	School Supplies	? VBS
Sept	O County	Service Day	Not an Outreach activity
Oct	?APC	?Meal	
Nov	World Wide	Operation Christmas	Not an Outreach activity
Dec	O County	Baby Shower for Jesus	Not an Outreach activity
Family Promise	Weeks		
6-Dec	St. John's Lutheran Building		4 service projects
27-Mar	St. John's Lutheran Building		4 donation months-Outreach
19-Jun			4 donation months-Church
11-Sep			
27-Nov			Ongoing One Can Plan
Outreach Projects			Used containers-start after construction completed
St. Ben's			St. Ben's
Other projects			
? APC Meal			
2017 Projects	Humane Society		
	USO kits		
	St Ben's socks/underwear		

## Appendix B:

**Grace Lutheran Church Ministry Plan 2015**  
**For The Period Ended December 2015**

	Resp Area	Annual Plan	YTD Expense	YTD Income	YTD Budget
<b>ON-GOING INCOME</b>					
Sunday Offering		\$ 484,700		\$ 480,601	\$ 484,700
Special Services, Sun. Sch. & Misc. Income		3,300		3,145	3,300
Above and Beyond		-		-	-
Investment Income		-		832	-
From Contingency				-	-
<b>TOTAL INCOME</b>		<b>\$ 488,000</b>		<b>\$ 484,578</b>	<b>\$ 488,000</b>
<b>ON-GOING EXPENSE</b>					
<b>BENEVOLENCE</b>					
ELCA Benevolence		28,650	28,650		28,650
Lutheran Social Services		3,500	3,500		3,500
Bible Camp Ministry		300	300		300
All People's Gathering		6,800	6,800		6,800
Sunday School Benevolence		750	750		750
Seminary/Sabbatical Assistance		400	400		400
Adult Literacy		200	200		200
Interfaith Caregivers		400	400		400
Special People Needs		-	-		-
Circle of Empower./Meg's Mission		6,800	6,800		6,800
Luther Manor		400	400		400
Family Promise		600	600		600
<b>World Mission Total</b>		<b>\$ 48,800</b>	<b>\$ 48,800</b>	<b>\$ -</b>	<b>\$ 48,800</b>
			10.1%		10.0%
<b>ROSTERED MINISTRY</b>					
Salary including Housing Allowance		\$ 159,480	\$ 159,609		\$ 159,480
Pension and Health Insurance		63,716	73,166	-	63,716
Supplemental Insurance		5,300	5,300		5,300
Car Allowance + AIM Mileage		7,100	7,100		7,100
<b>Rostered Ministry Total</b>		<b>\$ 235,596</b>	<b>\$ 245,176</b>	<b>\$ -</b>	<b>\$ 235,596</b>
<b>NON-ROSTERED STAFF</b>					
Salaries		\$ 92,204	\$ 91,214		\$ 92,204
Payroll Taxes		9,800	9,617		9,800
Staff Support and Recognition		200	359		200
Financial Services and Fees		980	1,053		980
Mileage Reimbursement - Staff		200	191		200
<b>Non-Rostered Staff Total</b>		<b>\$ 103,384</b>	<b>\$ 102,433</b>	<b>\$ -</b>	<b>\$ 103,384</b>
<b>Staff Ministry Total</b>		<b>\$ 338,980</b>	<b>\$ 347,609</b>	<b>\$ -</b>	<b>\$ 338,980</b>
			71.7%		69.5%
<b>OUR CHURCH HOME</b>					
Church Mortgage		\$ 16,600	\$ 9,682		\$ 16,600
Remodeling Loan Interest Payments		-	-		-
Remodeling Loan Principal Payments		-	-		-
Church Insurance		6,600	8,375		6,600
Gas & Electric Utilities		15,800	12,916		15,800
Telephone		3,400	4,057		3,400
Water & Sewer		480	503		480
Grounds & Maintenance		17,900	14,383		17,900
Custodial Supplies		-	-		-
Cleaning Service 2015		-	740		-
Roof - save for future project		-	-		-
Parking Lot Resealing		-	-		-
<b>Church Home Total</b>		<b>\$ 60,780</b>	<b>\$ 50,657</b>	<b>\$ -</b>	<b>\$ 60,780</b>

**Grace Lutheran Church Ministry Plan 2015**  
**For The Period Ended December 2015**

	Resp Area	Annual Plan	YTD Expense	YTD Income	YTD Budget
			10.5%		12.5%
<b>WORSHIP &amp; SERVICE</b>					
Adult Education		250	250		250
Continuing Pastoral Education		1,000	945		1,000
Continuing AIM Education		500	507		500
Continuing Lay Education		150	145		150
Convention/Leadership Retreat		1,775	1,775		1,775
Sunday School and Confirmation		5,000	4,262		5,000
Vacation Bible School		200	200		200
Confirmation Camp		2,650	1,700		2,650
Junior Youth Group		600	414		600
High School Youth Group		800	605		800
Pre-Teen Group		200	238		200
Library		-	-		-
Mission Trip - Adult		-	-		-
Christian Care		540	169		540
Stephen Ministry		500	118		500
Fellowship Events and Supplies		1,700	608		1,700
Funeral & kitchen Supplies		200	581		200
Outreach Ministry (Church in Society)		125	125		125
Advertising		1,600	1,059		1,600
Stewardship		1,080	1,083		1,080
Vision Planning Team		-	-		-
Worship Supplies		4,500	3,691		4,500
Liturgical Arts		675	229		675
Senior Choir Music		90	90		90
Celebration Music		300	300		300
Organ/Piano Music		90	114		90
Bell Choir Music and Supplies		800	699		800
Multi Media Supplies		1,000	1,017		1,000
Drama Support		90	82		90
Special Services		300	224		300
Robe Cleaning		75	-		75
Office Supplies		4,000	3,195		4,000
Office Equipment & Maintenance		500	335		500
Copier Lease		5,300	6,073		5,300
Postage		2,500	2,536		2,500
Miscellaneous		350	350		350
<b>Worship &amp; Service Total</b>		<b>\$ 39,440</b>	<b>\$ 33,720</b>	<b>\$ -</b>	<b>\$ 39,440</b>
<b>To Contingency</b>		-	532		
<b>Total Expenses</b>		<b>\$ 488,000</b>	<b>\$ 481,318</b>	<b>\$ -</b>	<b>\$ 488,000</b>
<b>Revenue Over / (Under) Expenses</b>		<b>\$ -</b>	<b>\$ 3,260</b>	<b>\$ -</b>	

**Grace Lutheran Church Ministry Plan 2015**  
**For The Period Ended December 2015**

	Resp	Annual Plan	YTD Expense	YTD Income	YTD Budget Current Balance
	Area	Starting Balance	YTD Expense	YTD Income	
<b>Project Funds carried forward to 2015</b>					
Adult Education Specials		-	-	-	-
All Peoples		-	791	791	-
Adult Literacy		-	325	325	-
Advertising		-		800	800
Bible Camp Ministry		-	220	220	-
Boundary Waters Trip		300	8,714	10,064	1,650
Building Fund Loan Receipts		-	-	-	-
Building Fund Principal Payments		-	-	-	-
Building Fund Interest Payments		-	703	-	(703)
Cap. Fund Drive LOC Loan Receipts		6,585	-	-	6,585
Cap. Fund Drive LOC Loan Int. Payments		(58)	-	-	(58)
Cap. Fund Drive LOC Loan Prin. Payments		(6,585)	-	-	(6,585)
Cap. Fund Drive Income/Pledges		262,970	-	405,697	668,668
Cap. Fund Drive Expenses		(69,521)	193,733	-	(263,254)
Celebration Music		-	189	315	126
Childrens ministries		841	201	-	640
Choir Music		1,017	393	-	623
Confirmation Camp Specials		(278)	3,640	2,860	(1,058)
Continuing Ed. Assoc. Pastor		-	169	-	(169)
Contingency		2,952	-	532	3,484
Copier Lease Credit Carry-over		-	-	1,000	1,000
Drama Support Specials		562	-	-	562
Endowment Fund		-	1,535	1,535	-
Evangelism		383	-	-	383
Family Promise		-	195	165	(30)
Fellowship Specials		62	418	446	90
Funeral/Kitchen Fund Specials		2,715	902	1,030	2,842
Handbells Specials		1,229	-	390	1,619
8th Grade Confirmation Retreat		(156)	279	-	(435)
9th Grade Retreat		21	1,254	742	(491)
High School Youth Group Specials		1,341	-	-	1,341
Junior Youth Group Specials		1,692	151	371	1,912
Preteen Group Specials		81	40	77	118
Quake 2016		360	600	240	-
Youth and Young Adult		728	-	-	728
Library Specials		-	-	-	-
Liturgical Arts		614	621	553	546
Circle of Empower./Meg's Mission		-	11,083	11,083	-
Memorials		43,827	3,214	1,411	42,024
Miscellaneous - Specials		267	20,722	19,976	(480)
Mission Trip-2014 SkyRanch		1,303	500	-	803
Mom's Group		351	351	-	-
Multi Media		-	42	-	(42)
Nativity		2,192	-	-	2,192
Office Automation		573	-	-	573
Operation Inasmuch/God's Work Our Hands		406	483	348	271
Organ/Piano Music		265	-	-	265
Parking Lot Fund		1,882	-	-	1,882
Pastor's Loan		-	240	240	-
Prepay		1,200	1,200	1,000	1,000
Quilters		1,843	1,734	1,961	2,070
Roof Repair		-	-	-	-
Seminary/Sabbatical Assistance		12,373	2,500	400	10,273

**Grace Lutheran Church Ministry Plan 2015  
For The Period Ended December 2015**

	Resp Area	Annual Plan	YTD Expense	YTD Income	YTD Budget
Senior Fund		280	-	-	280
Silent Auction		-	-	-	-

**Grace Lutheran Church Ministry Plan 2015  
For The Period Ended December 2015**

	Resp Area	Annual Plan	YTD Expense	YTD Income	YTD Budget
		Starting Balance	YTD Expense	YTD Income	Current Balance
<b>Project Funds carried forward to 2014</b>					
Special People Needs		3,204	1,672	360	1,892
Spring/Fall Salad Supper		207	71	-	136
Stephen Ministry - Specials		2,160	-	200	2,360
Sunday School & Confirmation Specials		1,916	312	1,034	2,638
VBS Specials		812	770	1,962	2,004
World Hunger		-	925	950	25
<b>Project Funds carried forward to 2014</b>		<b>\$ 282,916</b>	<b>\$ 260,893</b>	<b>\$ 469,077</b>	<b>\$ 491,100</b>

Comparison of Sunday Offerings to Last Year	Last Year	This Year to date	Difference	Change in Prepays	Ahead of Last Year
<b>Sunday Offerings</b>	<b>\$464,635</b>	<b>\$ 480,601</b>	<b>\$15,966</b>	<b>0</b>	<b>15,966</b>

Cash as of December 31, 2013	
Church Budget	<b>\$8,751</b>
Project Funds	<b>\$ 491,100</b>
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<b>Total Cash</b>	<b>\$499,851</b>

Capital Fund Drive (2013 to present):	
Contributions	<b>668,668</b>
Line of Credit - Amount Borrowed	<b>6,585</b>
Line of Credit - Interest Paid	<b>(58)</b>
Line of Credit - Principal Paid	<b>(6,585)</b>
Fund Drive Payments to RSI	<b>(\$38,500)</b>
Fund Drive - other expenses	<b>(224,754)</b>
Building Fund (MIF loan) - Interest Paid	<b>(703)</b>
Campaign fund current net balance	<b>\$405,356</b>
Line of Credit - Amount Outstanding	<b>\$0</b>

Note: Payments made in 2013 &amp; 2014

Note: For life of program - from 2013 to present.

## **Appendix C:**

## Appendix D:

