



## Council Minutes October 28<sup>th</sup>, 2021

### IN ATTENDANCE:

Mark Barber (Past President)  
\*James Newell (President)  
\*Kirstin Albiero (President-Elect)  
\*Pastor Greg Van Dunk

\*Jodi Doro (Secretary)  
\*Scott Nielsen (Treasurer)  
\*Rachel Langer (Outreach)  
\*Kelly Olson (Worship)

\*Brittany Lobner (Fellowship)  
Joe DelCamp (Property)  
\*Lisa Bernd (Director of Involvement)  
\*Jen Jacobson (Christian Education)  
Melissa Schmidt (Christian Care)

(\*) present at meeting

The meeting began at 7:33 P.M. with President James Newell presiding.

✓ Approval of the September 2021 minutes Kirstin motioned to approve, Jennifer 2<sup>nd</sup>, all approved.

### Pastor and DI Reports

#### **PASTOR REPORT:**

No reports

#### **DIRECTOR OF INVOLVEMENT: (Lisa Bernd)**

**Stewardship:** Most of my month has been spent working with Pastor Greg on the Stewardship campaign. I sent out the first congregational mailing on October 12. The second mailing will be going out on November 5. I am working on that now. It will include three different letters to families half will be personalized, a new pledge card, electronic giving form & return self-addressed stamped envelope in each envelope. I created a Google form to give people the ability to make their pledge online.

Pat & Kirstin will be doing 2-3 minute Ministry Moments on 10/31 & 11/7.

\*\*\*I will need council members to help make phone calls on Sunday, November 14 after the 10:30 am service to all of the members who have not returned their pledge cards. Hopefully enough people will have returned their cards that there will not be many calls needed. Pastor Greg will have a script for you so you will not need worry about that.

On November 21 – I will have a Stewardship Table in the Gathering Area for people to stop at to turn in a pledge card, fill one out or do one online.

\*\*\***Annual Report Articles:** I will need everyone's annual report article by Sunday, December 12.

\*\*\***Coffee Hour:** I have had a couple of requests to bring back coffee hour in some way. I spoke with Katie & we thought maybe we could start with hosting it the first Sunday of the month & see how it goes & if it is going well maybe we could then add it on to the sign up for volunteers. Our concerns are COVID & getting volunteers. As of now, I have two people who are willing to help.

**Caring Ministries:** Pastor Greg & I are meeting on Monday mornings to talk about any people at Grace needing extra care. I have set up a Google doc to keep track of who is in need. I have given the staff access to it so they can add anyone who talks to them or calls in the office.

**Building:** I am getting bids for resurfacing & striping the parking lot. It is in need of both. I hope to have the quotes soon for budgeting purposes.

I am also getting quotes for paint some of the interior areas of the building. After 5 years of living in the building some of the walls need to be repainted especially in the high traffic areas. The first bid I got for sections of the build was really high so I am looking for other companies to contact.



## Council Minutes October 28<sup>th</sup>, 2021

I really need two more volunteers for snow plowing teams for the winter

**Sign Up Genius:** I have made a "Meet with Pastor Greg" sign up.

### **Attendance Report**

Attendance was discussed.

### **Committee Reports**

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

No report provided

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

##### **Trunk or Treat Event-Sunday, October 31<sup>st</sup>**

After 10:30am Reformation service, a light lunch will be held outside, followed by the Trunk or Treat Event in the Grace parking lot.

##### **November Craft Fair-Saturday, November 13<sup>th</sup>**

Pat Murack is in charge of this event; it will be held from 9am-3pm. There are less vendors this year so they can be more safely spread out. I am participating as a vendor and will help with set up and take down.

##### **Pie Social- Wednesday, November 24<sup>th</sup>-Thanksgiving Eve ?????**

We are discussing if this can be held in a safe manner. At this point numbers are slowly declining and vaccination options for children ages 5-12 are so close to occurring. Stay tuned.

##### **Youth Christmas Program-Sunday, December 19<sup>th</sup>**

Families will attend one or the other service to keep the attendance numbers lower. Sign up early if a time preference is desired.

##### **Movie Night-"The Star"-Friday, December 10<sup>th</sup>**

A grant is being applied for to cover pizza cost, and eating is more spread out this year. Masks are required in the Worship Center. Advertising will begin soon.

##### **Rough Outline of Future Months:**

January 2022-Bingo Night (½ in person, ½ virtual)?

Spring 2022-Potential Road Rally Scavenger Hunt

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

No report provided

#### **PROPERTY: (Joe DeICamp)**

No report provided



## Council Minutes October 28<sup>th</sup>, 2021

### FINANCE: (Scott Nielsen)

#### September 2021 Financial Results

#### P&L

- Revenue was \$32k (\$18k unfavorable to budget)
- Expenses were \$32k (\$21k favorable to budget)
- Deficit of \$0k (\$3k favorable to budget)

#### **Grace Lutheran Church Income Statement - September 2021**

	September Actual	September Budget	Delta Budget	September '20 Actual	Delta Prior Year
<b>Revenue</b>					
Total Revenue	31,624	49,430	(17,806)	39,402	(7,778)
<b>Expenses</b>					
World Mission Subtotal	4,292	4,292	0	4,679	(387)
Rostered Ministry - Subtotal	1,484	20,639	(19,155)	19,823	(18,339)
Non-Rostered Staff Subtotal	12,172	11,292	880	11,488	684
Our Church Home Subtotal	10,852	14,050	(3,198)	15,398	(4,546)
Worship & Service Subtotal	3,166	2,464	702	3,196	(30)
<b>Total Expenses</b>	<b>31,966</b>	<b>52,736</b>	<b>(20,770)</b>	<b>54,585</b>	<b>(22,618)</b>
<b>Surplus / (Deficit)</b>	<b>(342)</b>	<b>(3,306)</b>	<b>2,964</b>	<b>(15,182)</b>	<b>14,840</b>
Amount To / (From) Contingency	(342)	(3,306)	2,964	(15,182)	14,840
<b>Surplus / (Deficit) After Contingency</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

#### Year-To-Date P&L

- Revenue was \$403k (\$41k unfavorable to budget)
- Expenses were \$423k (\$47k favorable to budget)
- Deficit of \$20k (\$5k favorable to budget)

#### **Grace Lutheran Church Income Statement - September 2021**

	September YTD Actual	September YTD Budget	Delta Budget	September '20 YTD Actual	Delta Prior Year
<b>Revenue</b>					
Total Revenue	403,487	444,871	(41,384)	438,955	(35,468)
<b>Expenses</b>					
World Mission Subtotal	34,125	34,125	750	36,863	(2,738)
Rostered Ministry - Subtotal	148,209	185,748	(37,538)	180,536	(32,326)
Non-Rostered Staff Subtotal	104,419	101,627	2,791	96,776	7,643
Our Church Home Subtotal	115,019	126,451	(11,432)	124,772	(9,752)
Worship & Service Subtotal	21,519	22,175	(655)	24,893	(3,374)
<b>Total Expenses</b>	<b>423,291</b>	<b>470,126</b>	<b>(46,835)</b>	<b>463,839</b>	<b>(40,547)</b>
<b>Surplus / (Deficit)</b>	<b>(19,805)</b>	<b>(25,255)</b>	<b>5,451</b>	<b>(24,884)</b>	<b>5,079</b>
Amount To / (From) Contingency	(19,805)	(25,255)	5,451	(24,884)	5,079
<b>Surplus / (Deficit) After Contingency</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



## Council Minutes October 28<sup>th</sup>, 2021

### Balance Sheet

- Cash **decreased \$1k** in the month to \$162k
  - Contingency Fund **decreased \$0k** to \$97k
  - Project Funds **decreased \$0k** to \$65k

### Grace Lutheran Church Balance Sheet - September 2021

	September 2020 Starting Balance	September 2020 Ending Balance	Changes	
<b>Assets</b>				
Cornerstone Checking	74,349	73,596	(753)	
Cornerstone Money Market	88,243	88,254	11	
<b>Total Cash</b>	<b>162,592</b>	<b>161,850</b>	<b>(742)</b>	
<i>Contingency Fund</i>	<i>97,012</i>	<i>96,670</i>	<i>(342)</i>	<i>September 2020 Operating Deficit</i>
<i>Project Funds</i>	<i>65,580</i>	<i>65,180</i>	<i>(400)</i>	<i>September 2020 Project Fund Change</i>
	<b>162,592</b>	<b>161,850</b>	<b>(742)</b>	
<b>Total Assets</b>	<b>162,592</b>	<b>161,850</b>	<b>(742)</b>	
<b>Liabilities</b>				
Mortgage	1,749,378	1,745,651	(3,726)	
<b>Total Liabilities</b>	<b>1,749,378</b>	<b>1,745,651</b>	<b>(3,726)</b>	
		Principal Payment	3,726	
		Interest Payment	4,970	
			<b>8,696</b>	

### **WORSHIP: (Kelly Olson)**

- Pastor Greg will schedule Guest preachers once a month beginning in November.
- Deb—handbell rehearsals have begun; will play 8AM services on 10/24, 2 Sundays in Nov, 1 Sunday in Dec and Christmas Eve
- Katy--Praise Team concert fundraiser—not as urgent/on hold for now
- Eryn—female membership in the choir is greatly reduced for various reasons. Choir is strong with tenors and basses but not enough altos and sopranos to balance. Eryn has asked several people to consider participating on at least a temporary basis for Reformation Sunday and the Choir Cantata on 12/12, with preview on Thursday, 12/9.
- Can announcements be added to the Livestream? John will check into it.

### **Review of Upcoming Services:** (format, liturgy, music, service times, special notes, etc)

**10/24** Jane B will substitute for Eryn; Handbells will play

**10/31** Reformation Sunday (Katie adding Children's message, Trunk or Treat)

**11/7** Service of Remembrance @ 7 PM--includes a homily, structured like a Thursday eve service

**11/14 & 11/21** Stewardship - Two-week series

**11/24:** Thanksgiving Eve, **can we hold a safe pie social?**

**12/12:** Lessons & Carols— (Cantata Sunday)

**12/16:** Thursday before Youth Program



## Council Minutes October 28<sup>th</sup>, 2021

12/19: Youth Christmas program

### Christmas Week Worship

- 12/23 Thursday—NO SERVICE
- 12/24 (Friday) Christmas Eve
  - 3:00pm Candlelight – Eryn/Zack – Traditional\*
  - 4:30pm Candlelight – Eryn/Zack--Traditional
  - 6:30 Candlelight—Vince/Praise Team
    - Deb will determine which service(s), the Handbells will play

\*NOTE: This year's 3 PM service will not be a children led/themed service. Rather, we believe people choose which service to attend based on time and their family Christmas eve traditions.

- 12/25 (Saturday) Christmas Day @ 9AM—Lessons & Carols
  - kids wear pjs,
  - sing fewer verses
  - keep the hymns familiar for the kids
- 12/26 (Sunday After Christmas) -- one service @ 9AM
  - Praise Team (Liturgy of the season)

12/30—Thursday Service *will most likely be canceled*

12/31 & 1/1 (New Year's Eve (Friday) & New Year's Day (Saturday) – NO SERVICES

1/2/22 (Sunday) – one service @ 9 AM

1/9/22 – Asylum Sunday

- Lectionary: flight to Bethlehem
- Pastor Greg may invite a guest pastor

### Lent/Holy Week

Lent Midweek worship format

- Holden, 7<sup>th</sup>/8<sup>th</sup> grade skits led by Katy K, Pastor Greg will do short homily

Holy Week

- Palm Sunday 8 & 10:30
- Maundy Thursday 7 PM
- Good Friday 7 PM
- *Easter Vigil (likely not, as long as I have been here, Grace has not offered this service)*
- Easter Sunday 6, 8 and 10:30 AM

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

We met on October 25th, Erica, Katie, Pat Murack, Sarah Newell, and myself were all in attendance. We discussed all upcoming events as well as how the Youth Groups are going.

Upcoming Events:

- Bible Olympics (10/31 – Sunday School)
  - Sunday School Children will enjoy a bunch of fun activities lead by Sunday School leaders.
  - Changes from last year are
    - Spread out through out the church verses in a condense area
    - Didn't advertise inviting a friend
- Trunk- or Treat (10/31 – Congregational wide and community reach)



## Council Minutes October 28<sup>th</sup>, 2021

- Will follow the 2<sup>nd</sup> service
- Have 17-18 trunks (one of bigger years)
- 60 people are signed up
- Food will be served outside
- Youth are helping with this event
- Communion Instruction (Nov 7, 14<sup>th</sup> – Receiving First Communion Nov. 21)
  - Katie is leading Communion instructions
  - Pastor Greg will meeting with the Group on the 14<sup>th</sup>
  - For all our 5<sup>th</sup> and 6<sup>th</sup> graders (we didn't have instruction last year) who haven't already starting communion, as well as any younger child that signed up.
- Bake Sale at Craft Fair (Youth – Fundraiser for trips)
  - The youth will be selling baked goods verses a meal at this year craft fair instead to raise funds for youth trips
- Movie Night Showing of “The Star” (Dec 10<sup>th</sup> Congregational wide)
  - Applying for a Grant again to cover the cost of Pizza
  - Eating of pizza will be through out different rooms
  - Mask required during the movie in the Worship Center (past year we had 100 people)
  - Sign up for the pizza and advertising for us will start 10/31
- Christmas Program (12/19 – Sunday School w/help from Youth)
  - Changes from last year to help lower risk
    - Only those with speaking parts and readings will participate in both Services
    - Sunday School Students will sign up for either 8am or 10:30am Worship – with 25 spots open at both
    - Children will report to Fellowship but will sit with their families during the service (which allows them to also watch it!)
  - 1<sup>st</sup> graders might be asked play bells due to lower 3k-5k classes sizes and splitting the kids
  - Birthday Party for Jesus is undecided but we do have a plan for a low key possibly re-named event if we feel like we should have something between services.
- Meals for All Peoples – Katie and Erica are working on this Out Reach activity
  - Will have pull tags for items this year verse an open drop off
  - Youth will help take it down and carry it into All Peoples Church
  - Katie has reserved 50 Turkeys with Piggly Wiggly in Cedarburg they are also storing them until the food is taken down

### Youth Groups

- Confirmation is back to meeting
  - Still using Pastor Paul's written curium and adapting to their style if need be, will continue through the interim
  - Lead by both Erica and Pastor Greg, alternating weeks



## Council Minutes October 28<sup>th</sup>, 2021

- Helpers are Kate Peterman for 7<sup>th</sup> Grade and Sydney for 8<sup>th</sup> graders
- KFC
  - Is back to meeting
  - September was canceled due to lack of participants
  - October had good turn out and went well
  - Set to meet in November again
- JYG
  - Going well with about 10 every Sunday, sometimes up to 15
  - Frist event went well with about 10 kids
  - December they will do service project for LaSata
- HYPE
  - Sundays have rotation of about 6-7 kids, averaging about 4 weekly
    - Not seeing many high school youth in worship, Worship Notes are not being completed
  - Service Project in December
  - Would like ideas to increased numbers of high school youth in worship, gathering, and events
    - Challenges: participation in sports, work, and not seeing them in worship.
    - Erica is going to connected with a group Youth Church leaders that is she is part of to see if they have any ideas
    - Pat is going to reach out to Youth.
- Summer Trip Options
  - Youth Gathering in Minnesota
  - Summer Mission Trip

We lastly talked about expanding our Team.

Next Meeting was not set but we hope to meet in January or sooner if needed.

### **Katie:**

- Sunday School
  - Overall, we are having a good turnout at Sunday School. Attendance is a little down, and our 3K-5K classes have very small class sizes. But, all things considered, I am happy with the weekly turnout.
  - A huge thank you to all of our volunteers who are always quick to step up and fill in each week as we are finding that volunteers tests positive or are quarantined on an almost weekly basis. It is definitely a team effort and it is wonderful to have this support from our volunteers!
- All People's Christmas Meals
  - I have been working with All People's Church to coordinate the Christmas Meal donations again this year. Grace will be putting together 50 meals (so 100 bags of food), collecting \$1000 to cover the cost of the 50 turkeys and gathering 50 dozen cookies to go with the meals.
  - The donation board is going out on October 31. I'm really hoping this can be a great project for our congregation to rally around again this year.



## Council Minutes October 28<sup>th</sup>, 2021

- Refugee Donations
  - We continue to collect personal hygiene items for refugees that will be resettled in the Milwaukee area over the next few months.
  - This project will run through Oct 31.
- First Communion Classes
  - I currently have 9 students signed up to participate in first communion classes on Nov 7 and 14.
  - Pastor Greg will be joining the group on November 14 to walk the kids through a “practice” communion in the sanctuary.
  - We will lift up these young people in worship on November 21.
- Christmas Program Update
  - Our Christmas Program is set for Sunday, December 19 at both the 8:00 and 10:30 services.
  - New this year, we are going to have 3K-5<sup>th</sup> grade families sign up to attend one of these services. We think this will help us to have a great program with a reasonable amount of members and families at each service. I expect about 20-25 students to still participate in each service. So it will be less than usual, but still meaningful!
- Birthday Party for Jesus
  - We are still playing this by ear to see how the covid situation is at that time. If it seems OK, we will have something. If it doesn't seem wise, we will hold off on it this year.
- “The Star” Movie Night
  - We are excited to have the return of our annual Christmas movie night on Friday, December 10.
  - We will have pizza (folks can spread out in any room and eat, if they feel more comfortable) and watch the movie in the worship center.
- Thrivent Grants
  - As the end of the year approaches, I'm working with Thrivent members to match them with grant opportunities. If your committee has wants/needs for the remainder of the year, please let me know and we can try to get a Thrivent grant to help cover it. This is a great way to help the budget!
- Pastor Greg Arrival
  - We are so excited to finally have Pastor Greg here on staff!!
  - We've been working on sharing lots of info about Grace with him and getting him up to speed.
  - It is great to have him here!! It is really helping me to look forward to transition process of exploring where we are as a congregation and where we want to grow and build upon.

### Other Business

- Fellowship
  - Craft Fair face shield question – acceptable as long as covers nose/mouth
- Worship Planning





## Council Minutes October 28<sup>th</sup>, 2021

- Guest preachers – Howard will help Nov Thursday 18<sup>th</sup> and Sun 21<sup>st</sup>
  - Dale Erickson also looking to possibly
  - Meg Boren also possible option
  - Chris Meinke – Outreach for hope bike ride
  - Richard Ware - Holder of mortgage MIF
  - Harder to get last two to come on Thursday so would look to video record message on Sunday and play the recording on Thursday – just look to give them heads up of what is to come next week.
- DI & Attendance
  - Pledge card calls – James, Jodi, Jennifer, Kirstin, Kelly willing to make calls
- Old Business
  - Nominating Committee – discussion of possible candidates
  - 2022 Budget – preliminary meeting with exec team and Lisa prior to the next council to start building this. Scott will also gather prior years to compare
- New Business
  - Deb Donovan Salary Adjustment
    - Vote – motion to reduce salary by amount TBD with Deb and Personnel Committee - Scott motioned, Kirstin second, motion carried.
  - MET Process
    - Overview
    - Appointments

Get list by next Tuesday 11/2 to James – 2 should roll over also to the call committee. Council members could serve on the MET committee as well however that is a big ask to do. Will look to have a forum on Nov 7<sup>th</sup> between services to discuss these next steps. Executive team will meet to discuss and narrow list down to present back to council.

**Closing Prayer:** Pastor Greg

Next meeting Nov 18<sup>th</sup>