



Council Minutes September 22nd, 2022

IN ATTENDANCE:

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

(*) present at meeting

The meeting began at 7:35 P.M. with President Kirstin Albiero presiding.

- ✓ Approval of the August 2022 minutes: There was a motion to approve the August 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)

September 2022 Treasurer's Report

August 2022 Financial Results

P&L

- Revenue was \$42k (\$2k unfavorable to budget)
- Expenses were \$43k (\$0k favorable to budget)
- Deficit of \$1k (\$2k unfavorable to budget)



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Grace Lutheran Church Income Statement - August 2022

	August Actual	August Budget	Delta Budget	August '21 Actual	Delta Prior Year
Revenue					
Total Revenue	41,525	43,429	(1,904)	35,997	5,528
Expenses					
World Mission Subtotal	3,542	3,792	(250)	3,542	0
Rostered Ministry - Subtotal	12,156	11,669	487	12,772	(616)
Non-Rostered Staff Subtotal	7,751	12,491	(4,740)	11,485	(3,734)
Our Church Home Subtotal	16,668	12,874	3,794	13,666	3,002
Worship & Service Subtotal	2,855	2,547	308	2,409	446
Total Expenses	42,972	43,372	(401)	43,873	(902)
Surplus / (Deficit)	(1,447)	57	(1,504)	(7,877)	6,430
Amount To / (From) Contingency	(1,447)	57	(1,504)	(7,877)	6,430
Surplus / (Deficit) After Contingency	-	-	-	-	-

Year-To-Date P&L

- Revenue was \$335k (\$13k unfavorable to budget)
- Expenses were \$351k (\$4k unfavorable to budget)
- Deficit of \$16k (\$16k unfavorable to budget)

Grace Lutheran Church Income Statement - August 2022

	August YTD Actual	August YTD Budget	Delta Budget	Aug '21 YTD Actual	Delta Prior Year
Revenue					
Total Revenue	334,704	347,433	(12,729)	371,845	(37,140)
Expenses					
World Mission Subtotal	30,583	30,333	250	29,833	750
Rostered Ministry - Subtotal	96,605	93,355	3,249	146,725	(50,121)
Non-Rostered Staff Subtotal	89,942	99,926	(9,984)	92,246	(2,304)
Our Church Home Subtotal	113,172	102,989	10,183	104,167	9,005
Worship & Service Subtotal	20,269	20,375	(106)	18,353	1,916
Total Expenses	350,571	346,980	3,592	391,325	(40,754)
Surplus / (Deficit)	(15,867)	454	(16,321)	(19,481)	3,613
Amount To / (From) Contingency	(15,867)	454	(16,321)	(19,481)	3,613
Surplus / (Deficit) After Contingency	-	-	-	-	-



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Balance Sheet

- Cash **decreased \$1k** in the month to \$165k
 - Contingency Fund **decreased \$1k** to \$84k
 - Project Funds **increased \$1k** to \$77k
 - Building Debt Reduction unchanged at \$5k

Grace Lutheran Church Balance Sheet - August 2022

	August Starting Balance	August Ending Balance	August Changes
Assets			
Cornerstone Checking	77,881	76,925	(956)
Cornerstone Money Market	88,363	88,375	12
Total Cash	166,245	165,300	(944)
<i>Contingency Fund</i>	<i>85,104</i>	<i>83,657</i>	<i>(1,447)</i>
<i>Building Debt Reduction</i>	<i>5,000</i>	<i>5,000</i>	<i>-</i>
<i>Project Funds</i>	<i>76,140</i>	<i>76,643</i>	<i>503</i>
	166,245	165,300	(944)
Total Assets	166,245	165,300	(944)
Liabilities			
Mortgage	1,705,500	1,701,653	(3,847)
Total Liabilities	1,705,500	1,701,653	(3,847)
		Principal Payment	3,847
		Interest Payment	4,849
			8,696

WORSHIP: (Lori Mathias)

WORSHIP PLANNING COMMITTEE MINUTES SEPTEMBER 13, 2022

Members present: Lori Mathias, Eryn Durlam, Tory Saunders, Jane Brabrand

Handbell Update (Via Lori) – Handbell practice will start October 3, and first time to play will be at the 8 a.m. service on October 17.

Updates from Pastor Greg/Fall Worship Plan – Discussion was held on special Sundays and Sunday School Worship dates communicated from Pastor Greg to make sure Eryn was aware for special music purposes.

Eryn – Music and Choir – The Choir will have three new members joining this church year. Two will be singers from area Colleges that will be paid with Scholarship money. The third person is a member of the congregation. Eryn also gave a quick update on a candidate for the Worship Music Team Leader position. One person is interested but Eryn is waiting for the individual to contact her back to discuss the position over the phone.

Discussion was held on which liturgies should be used at a few different services this fall.

Dustin – Technology Update – Since Dustin could not be at the meeting this evening, Lori will contact Dustin regarding an update on The Neighborhood Church University. She will see if he wants to be on Council agenda Sept. 22.



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Other Business – A Ministry Fair will be held on Sept. 29 and Oct. 2 to encourage members to volunteer for various Worship related activities. Lori indicated these new dates will coincide with the Stewardship emphasis of volunteerism. Discussion was held on how to prepare and setup the Ministry Fair. There will be sign-up forms and candy on the tables in the Narthex, along with some balloons. Lori will prepare the forms (Forms needed include– Tech Booth, Choir, Handbells, Worship Team/Praise Team; for Worship = Worship Asst., Ushers, Comm. Assts, Communion Setup/Clean up; Welcome Desk, Refreshments/Coffee). Eryn will also prepare Place Cards for the tables (Worship, Music, Technology, Fellowship). Worship committee members will be available to answer questions (Thursday – Lori; Sunday – Eryn). Jane will also help set up the area for the Sunday service.

Discussion was also held on changes to the Time/Talent form that will be distributed to members on 9/29 and 10/2.

Lori also asked if the committee felt we should prepare a Ministry Booklet, that would describe to members some of the different volunteer opportunities. The committee felt this was not needed. The next Worship Committee meeting will be held on Tuesday, Oct. 11, at 6:30 p.m.

YOUTH AND FAMILY MINISTRY COMMITTEE: (Jen Jacobson)

Youth & Family Ministry Team (YFMT) September 2022 Report

The YFMT has been busy over the last month preparing for the kick off of the educational program year; which started with education hour for 3K-12 grades on September 18th, Confirmation Classes started on Wednesday, September 21st, and youth groups will start gathering in October. We have not yet met for September but are keeping in touch via email. We are thrilled Erica is back on staff fulfilling her original role coordinating and working with our older youth education, youth groups, and family ministry, she has a lot of support from Pat Murack working with HYPE and Kate Peterman and Sarah Newell working with JYG. Katie Eippert and I are co-coordinating Sunday School with a group of wonderful Sunday School volunteer staff. We have also revisited the job description for the younger youth coordinator, fulfilling this position is a priority for us.

Reconnected with Families before the Education Year

We connected with our families prior to the kicks off via postcards and phone calls. Every 3K-12th grade family received a Rally Sunday postcard. Jean Fugate volunteered to call our Sunday School (3K-5th grade) families and mail cards to the ones she couldn't talk to or leave a message for (she might have send a card to each child). Erica reached out to the 6-12th grade youth via postcards and phone calls.

Sunday School

We are blessed with a wonderful group of Sunday School volunteers which are listed below. We are still trying to recruit a few more 1-5th Grade Assistants. We held a volunteer meeting on September 7th. We are very grateful for not only for their support in educating our Sunday School children but also in keeping Sunday School running smoothly while we have the open staff position.

Sunday School Volunteers:

- 1st-5th Station Leaders: Adan Burgos – Creative Drama, Stave Mai – Science, Chris Eippert – Bible Skills and Games, Katie Kippert – Mystery Station, Abby Petermean – Art, and Jodi Doro – Music
- 1st-5th Grade Assistants: Jodi Doro, Jen Jacobson, Brooke and Jeremy Napiwocki, Carol Newby, Jaimeson Vaccaro, Andy Siebert, Tori Saunders, Jackie Dzikowksi, Katie Dodge, and Chris and Katie Eippert.
- 3K-5K Volunteers: Jean and Tom Fugate - 3K & 4K Teachers, Melinda Beloin – 3K& 4K Assistant, Tina Arnold – 5K Teacher, Jodi Doro - Music, Jean Fugate – Rainbow Bells



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We have 67 Sunday School students on our list, that includes all 3K-5th grade children in Grace's membership as well as any non-members that have regulatory attended last year or registered (we have 1 new prospective family that registered this year). We do not require registration for Sunday School; however strongly encouraged it – as it helps us have proper contact and allergy information or other concerns parents want us to know about. As of the 18th we had 44 registration forms. Due to class sizes we combine our 3K and 4K classes this year. We also broke out our upper grades by 1st-3rd and 4th and 5th to keep them similar sizes. We are collecting an optional Sunday School offering, which will be used to sponsor two students through the Circle of Empowerment. We had 39 students for 3K-5th grade on our first Sunday.

Older Youth

Youth Volunteers include Pat Murack who works with the high school youth, Kate Peterman and Sarah Newell who work with our middle school youth, and Erica Dimmitt who helps out with all the ages.

Our older youth programming consists of Sunday Education Hour for 6th-12th grade, broken out by JYG (6th-8th) and HYPE (9-12th) and youth group gatherings for the same groups plus KFC (3rd-5th grade). We have 35th HYPE youth and 48 JYG on our list, that includes Grace's membership as well as any non-members that have regulatory attended last year. We had great turn out for both HYPE and JYG for the first education hour on September 18th. The youth groups will start meeting in October.

Confirmation

Confirmation is taught by Pastor Greg and Erica with Kate Peterman serving as a confirmation guide. Classes started on Wednesday, September 21st. Confirmation has 11 7th graders, 14 8th graders, and 9 9th graders. Pastor Greg will also be taking our 9th graders on a retreat this fall.

Holy Communion Instruction:

Pastor Greg will be teaching Holy Communion Instruction. He will be meeting with Katie to learn about the curriculum, "A Place for You" that Pastor Heidi started using in 2018, but we are open to him teaching it how and what he is comfortable with. We are thankful to Pastor Greg and glad to be able to offer this important opportunity while in transition. We hope to provide classes information and dates soon. We have already set November 20th as the Sunday we will celebrate First Communion.

Other activity:

Engaging in Worship: keeping with Grace's spirit of having kids in worship we have used the time of Rally Sunday to encourage and remind families of the ways children and youth can be engaged in worship -the busy bags (we are working on freshening them up – but could really use some volunteers), kids instruments, children's worship guide (aka blue sheet in the pews), Worship Thoughts Worship – offering a treat for any sheet that is partially filled out, and youth and/or parent/child teams fulfilling worship roles. We will also be staffing the nursery the first Sunday of October, November, and December. We went away from staffing the nursery in 2019 due to lack of use followed by COVID but we wondering if there is a need for it to be staffed again. I also hope to reach out to Dustin to talk about adding sound and visual worship into the nursery. Something we discussed with John in 2018 and 2019 but due to technology capabilities at the time was out of budget.

Bible Olympics and Truck-or-Treat on October 30th. To support the outreach effort of Truck-or-treat we encourage inviting a friend to church and Sunday School, which is managed by having Bible Olympics during Sunday School. Our Youth will be helping with games for Trunk-or-Treat. We will be posting a sign up for people decorating trunks – we really encourage other ministry groups to decorate a trunk.

Christmas Program: Save the date December 18th!



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The YFMT hasn't set up our next meeting but plans to meet soon, either way we are finding a way to keep the programs moving.

Other Business

- Minutes Approval
- Reports & Discussion
 - Worship Planning
 - Time and Talent form input. Much shorter and more streamlined. Arcelia has the form now. Add nursery to form. In addition, introduce committee heads at the annual meeting and call for volunteers.
 - Ministry Fair: Next Thu 29th and Sunday 2nd, emphasis would be on volunteering. Lori will be around after the service on the 29th. Eryn will be around after on the 2nd. Signup area with balloons and candy.
 - Christmas Services: There were three last year—one contemporary and two traditional. Suggested to have two this year, depending on what Eryn would prefer. One service of contemporary/traditional duplicated.
 - Fellowship: Trunk or Treat? Will Erica be involved? Separate boxes for planning, setup, servicing, cleanup, etc. Might lose people with “planning.”
 - Youth and Family Ministry
 - Communication with Staff. Can we send our council reports to Erica and Arcelia? **Add them to the distribution list.**
 - Christmas program, one service, 9am? Dec 18. Council agrees that only one Christmas program service would be good.
 - Children's Education Coordinator updates: Jen submitted a job description to Steve. However, there is a lot of overlap between Katie's old role and Erica's current one, so further adjustments need to be made.
 - Treasurer
 - 2023 Budget Proposal. Communicate to staff to ask if we're missing anything. Send a focused list to them—bottom section (worship and service).
 - Pastor Paul wanted to keep benevolence at 5 or 10%
 - Grounds and maintenance off by almost \$8k. Seemed like one-off expenses needed this year, not repeating next year.
 - 42 Thrivent grants in 2021 – can be used for some things, such as youth groups, but not others. Jen broke out what can be used and what cannot and sent that information to Scott.
 - Staff. Money set aside for director of ministry. 15k increase for stewardship. 15k savings on pastor salary as determined by the MET. Mid-course corrections in 2023 possible based on pastor and staff hiring. One option is to adopt a full-price pastor's salary without a ministry position for 2023. Or possibly take a riskier approach and appeal to stewardship.
 - Director of Ministry is woven into the call process. Could be a couple call, and the spouse might be able to fill that position or the Ministry position.



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- Some ministries don't have funds – Christian Care and Outreach. Possibly use Thrivent grants or need to add to those budget line items. Should have between \$150-\$200.
- Celebration music allocated through Director of Music (Eryn)?
- Welcome reception for new pastor – memorials & Thrivent grants. Fellowship committee.
- Cut back on \$32k in increases? Would have to come from Director of Ministry or Youth and Family.
- **Next steps:** Review budget and send comments to Scott by next council meeting. Invite any interested parties to conversation about worship and service at the beginning of next council meeting— Erica, Eryn/Zach, and Arcelia. Kirstin will contact them.
- Building maintenance task force - \$750 for carpet cleaning
 - Grace Notes Update: first page - proposal of a format to share in Grace Notes. Shows revenue, expense, surplus deficit for that month and YTD. Scott will create an image for it to be included. Separate debt into its own box.
- DI & Attendance
 - Should we ask Arcelia for a monthly attendance update AND needs? Yes, ask for that for October.
- Old Business
 - Call Committee Updates coming weekly
 - Nomination: Scott D. reached out for president elect. Four council positions need to be filled for next year, plus president elect.
 - Stewardship Campaigns
- New Business
 - Next Meeting's Date
 - Confirm **10.20.22** @ 7:30pm

Closing Prayer: Pastor Greg
Meeting adjourned at 9:13.