

First Lutheran Community Church April 24 2025 Meeting Minutes Final

Attendees: Sharon Bacon (President) Amanda McKenney (Daycare)
Kelly Hassebrock (CBA) Fred Seidel (Treasurer)
Casey Nelson Diane Aldinger
Jeff Robinson Tom McLean
Chris Billings Karla Crowell
Scott McDougall Shara Nelson

Absentees: Pastor Adrian Bonaro Steve Atkinson
Ryan Sjoberg (Secretary) Malcolm Collie (Vice President)
Guests: None

1. CALL TO ORDER (President) 7:00 PM.

2. OPENING DEVOTIONS (Pastor)

3. APPROVAL OF MINUTES

Ryan is out and was not able to get the minutes complete before he left. However, they are needed as soon as possible for the credit union to continue the transfer work. Will have him complete when he returns and do an approval via email.

4. REPORTS

1) President's Report

- a. A candidate will be interviews for the music position this coming Monday. Sharon provided the job description for the Pianist/Musician position for the council to review.

Diane motioned the job description be approved. Chris seconded the motion. The motion passed by unanimous vote.

- b. This Sunday, Kaitlyn and the Praise Team will be officially appreciated.
- c. Sharon and Karla met with the Family Kitchen cooks and determined that all groups would open the doors to people at 4 PM.
- d. Sharon presented a new policy that covers allowing animals into the church.

Tom motioned the policy be approved. Scott seconded the motion. The motion passed by unanimous vote.

- e. The Daycare would like to put up a sign on the fenced playfield that says "No Animals Allowed." The council was supportive.
- f. The Preschool would like reimbursement for the toilet they replaced for \$497.37.

Chris motioned the reimbursement be approved. Karla seconded the motion. The motion passed by unanimous vote.

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- g. The Preschool is currently doing parent conference. Fall registrations for preschool are coming in slowly. A new teacher needs hired. The rummage sale is coming up soon.

2) Daycare Report:

- a. They are currently short staffed as two employees moved to Florida. Two new employees are getting up to speed and are doing ok.
- b. It continues to be difficult locating a contractor for the remodel. The did find one who could build custom cabinets. They really liked the first ones and are going to get more built.
- c. Bids were received to replace several of the entry doors as the current ones are glass and are a safety hazard. Each set were about \$8,000.

Karla motioned \$20,000 be made available for the door replacement. Chris seconded the motion. The motion passed by unanimous vote.

3) Pastor's Report:

- a. Pastor is out this week.

4) Treasurer's Report:

- a. **General Accounts:** March general giving was \$25,811 compared to the February total of \$31,579. (March 2024 giving from the congregation was \$39,054, which included some individual large offerings). Envelope giving was \$13,763 and the Vanco Simply Giving was \$10,728. Loose offerings were \$947, Thrivent Choice donations were \$115, and the usage income was \$5,100. The total general fund income for March was \$30,918 and the expenses were \$36,464 for a net loss of \$5,546. At month end the general checking account balance was \$76,555, and the general operations savings account was \$76,129.
- b. **Noah's Ark Daycare:** The March profit and loss statement showed an income of \$77,737 and expenses of \$65,718. This resulted in a net income of \$12,019. At month end the NADC had \$268,822 in their checking account and \$244,928 in their savings accounts for a total of \$513,750.
- c. **Noah's Ark Preschool:** This month's profit and loss statement showed an income of \$6,228 and expenses of \$5,930. This resulted in a net income of \$298. The NAPS checking account showed a balance of \$2,059, with \$15,432 in their savings account for a total of \$17,490.
- d. **FLCC Women:** The March profit and loss statement showed an income of \$159 with expenses of \$748, resulting in a net loss of \$589. At month end they had \$3,700 in their checking account, \$1,782 in their savings account, and \$3,024 in certificates of deposit for total assets of \$8,506.
- e. **Designated Funds:** At month end the Community Aid fund was at \$10,454 and Major Maintenance was at \$16,205. During March \$626 was spent from the sabbatical account for transportation tickets, and at month end the balance was \$8,125. We have received donations of \$350 in April so as of today the balance is \$8,475. Pastor Adrian also has \$4,160 in continuing education savings (for a total of \$12,635).

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f. Other topics:

- i. The transition of our banking relationship to the Kitsap Credit Union is underway. In April Fred transferred \$15,000 each from our general checking and savings accounts, and \$50,000 each from the daycare checking and savings accounts to the new account at the credit union. Kelly and Amanda have been working with our several on-line activities (e.g., Brightwheels, Vanco and Thrivent) to change the direct deposit information. Amanda has already begun to receive deposits in the new checking account. Kelly has received the new physical checks for the accounts. Fred has received training from our representative on using the automated clearing house (ACH) process for our payrolls and other transactions. Fred has set up user accounts for Kelly, Amanda and Sirena (our bookkeeper) at the credit union. He will continue to establish accounts for the other FLCC, daycare and pre-school persons who will need access to the credit union. The credit union representative will continue to assist us in the gradual process of moving our money from the bank to the credit union. We will not totally close our Kitsap Bank accounts until all electronic deposits and payments have been transferred to the credit union accounts. We will process the last payroll with Kitsap Bank at month end, on April 30th. The May payrolls will be through the credit union.
- ii. We have received the new FLCC Visa card from the credit union and Kelly has begun to use it. Fred will request the credit cards for daycare and pre-school after he provides the credit union with copies of the approved March council minutes in which these were authorized.
- iii. Susan May has agreed to take over as Treasurer as Fred's term ends. She has begun training.
- iv. Although we had a significant loss this month, is it likely isolated, and overall things are going according to budget.

5) CBA's Report:

- a. The phone shift to Broadvoice is underway and they will meet with staff tomorrow.
- b. Still trying to get bids for asphalt sealing and repainting. Only 1 company of 4 contacted responded. One bid for filling the cracks, seal coat and restripe was \$18,412. To fully repaid the asphalt, it was an additional \$24,000 (but the filling cost would be removed). Cassey said it makes more sense to get it repaired and Amanda agreed. Kelly will seek a bid for a cost for full repairs, seal, and restripe.
- c. Roofers are supposedly coming out soon to repair the roof. Water is also going to be testing. Kitsap tinting will come out to tint the lower windows Friday.

5. OLD BUSINESS (President): Committee updates.

- a. Tom reports the Stewardship Team will send out a survey that will go out soon.
- b. Shara reports that there are some new members on the team, so the Welcome Team is up to 3 now. She inquired about a budget. There are no specific lines in the budget for these committees, so for now we must go by need.

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- c. The Community Resource Team is continuing its work on an Incident Report. Karla reports they are also working on Cooling Center policies. A new church is going to open down the road called Mitchell House.
 - d. The Prayer and Visitation Team is going to be called The Care Team. Chris has met with Marj and Adrian. After Marj recovers from her procedure they will work on a team. They are away of privacy laws like HIPPA and want to be cautious of that.
6. NEW BUSINESS (President): None.
7. FOR THE GOOD OF THE ORDER (President): None.
8. ADJOURNMENT (President):

Chris motioned to adjourn the meeting at 8:33 PM.

Dianne seconded the motion. The motion passed by unanimous vote.

NEXT MEETING IS SCHEDULED FOR THURSDAY, 15 MAY 2025, 7:00 PM.