

First Lutheran Community Church November 16 Meeting Minutes Final

Attendees: Sharon Bacon (President) Jeff Robinson (Vice President)
Ryan Sjoberg (Secretary) Fred Seidel (Treasurer)
Paul Gaudette (CBA) Pastor Adrian Bonaro
Amanda McKenney (Daycare) Casey Nelson
Andrew Wilmarth Tom McLean
Scott McDougall Malcolm Collie
Steve Atkinson

Absentees: Doug Jones Michelle Sharp
Diane Aldinger

Guests: Diana Gromling

1. CALL TO ORDER (President) 7:02 PM.
2. OPENING DEVOTIONS (President)
3. APPROVAL OF MINUTES FROM 19 OCTOBER MEETING DRAFT 2 (President).

Ryan motioned we approve Draft 2 minutes from 19 October meeting. Tom seconded the motion. The motion passed by unanimous vote.

4. REPORTS

1) President's Report

- a. Church Business Administrator (CBA) job description was completed. The council reviewed.

Steve motioned we approve the job description. Jeff seconded the motion. The motion passed by unanimous vote.

- b. Daycare is doing well. Enrollment is up and classes are underway
- c. Sharon and some others met with the Mayor of Port Orchard. He had a proposal regarding services for the unhoused and RVs. Adrian will discuss more.

2) Pastor's Report:

- a. Meeting with the Mayor involved several topics. The city cannot move an unhoused individual off public land unless there is a shelter available. The city currently has some hotel rooms reserved, which have not yet been utilized. The city does not have resources itself, as it partnered with the county. Currently there are no services available to those staying in RVs, and the Mayor proposed that we could potentially provide those services. This would still need to go through the city council and months of administration. In summary, RVs would be referred to Corrinne and apply for assistance. The city would reimburse us for any costs we incur, via hourly billings or direct cost reimbursement (such as towing). Concerns were raised about the liability, even the city has been sued over similar situations.

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Council was concerned about students and the Preschool and Daycare, as we would not know much about who was being referred. Our Resource Coordinator expressed concerns, and had reservations about our and her ability to perform the work. Daycare staff expressed concern about their safety, as there are already safety issues with current unhouse individuals on the property. Council decided to pass on pursuing the proposal further.

- b. Generosity Packets are out. Speakers have been scheduled to discuss how to get involved. Online packets have been coming in as well.
- c. Thanksgiving Eve service will be at Spirit of Life this year.
- d. Advent theme is "wisdom." A new devotional will be handed out. There will be speakers and candle lightings. Church Services will also be held on Christmas Eve.
- e. Reviewed preliminary results of the service time survey. Comments included liking the new time and seeing lots of people. Trying to find the right mix of traditional and contemporary.
- f. Adrian hopes to get more involved with Daycare.

3) Daycare Report:

- a. Bats were taken care of, and it came in under budget.
- b. Sink will be installed soon.
- c. Nurse Consultant is going well, he is going to attend staff meetings and kickoff CPR training.
- d. Pumpkin carving event went very well. There were families upstairs and downstairs. The leftover pumpkins were donated to a senior center.
- e. Food drive is under way. The families get very competitive and it brings in a lot of food. Baskets will be put together soon.
- f. Picture day went well and families were very happy.
- g. Some flooding started occurring but it is getting taken care of.
- h. Amanda got a quote from a painter for the fellowship hall for about \$9,000, but Amanda wants to include the stairway as well. Adrian and the oversight committee will choose a neutral color.

Steve motioned we approve up to \$12,000 for painting. Tom seconded the motion. The motion passed by unanimous vote.

4) Treasurer's Report

- a. **FLCC General Accounts:** In October we had higher income than expenses resulting in a net positive income. October general giving was \$27,508 compared to the September total of \$24,373 (October 2022 was \$24,725). Envelope giving was \$15,718 and the Vanco Simply Giving was \$10,780. The loose offerings were \$911, Thrivent Choice was \$100, and usage income was \$4,400. The total general fund income for October was \$31,913, and the expenses were \$30,454 for a net income of \$1,459. At month end the general checking account balance was \$46,774, and the general operations savings account was \$82,631.
- b. **Resource Coordinator Fund:** We received no donations this month and had expenses of \$1,150 in October, for a net loss of \$1,150. At month end there were \$14,162 in this account.

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- c. **NADC - Noah's Ark Daycare:** The October profit and loss statement showed an income of \$73,413 and expenses of \$71,213. This resulted in a net income of \$2,197. At month end the NADC had \$191,561 in their checking account and \$244,293 in their savings accounts for a total of \$436,984.
- d. **NAPS - Noah's Ark Preschool:** The October profit and loss statement showed an income of \$8,129 and expenses of \$6,276. This resulted in a net income of \$1,853. The NAPS checking account showed a balance of \$1,824 and \$15,420 in their savings account for a total of \$17,244.
- e. **FLCCW - First Lutheran Community Church Women:** The October profit and loss statement showed an income of \$373 with expenses of \$75. This resulted in a net income of \$298. At month end they had \$2,085 in their checking account, \$1,781 in their savings account, and \$2,941 in certificates of deposit for a total of \$6,806.
- f. **Designated Funds:** The month end the Community Aid fund had a balance of \$19,658, and the Major Maintenance fund balance was \$11,737. The furnace fund had \$5,052 and the flooring fund had \$7,076. These numbers do not include the income from the Spaghetti Dinner fund raiser held on November 3rd. Designated fund income this month was \$6,107 and expenses were \$5,472. At month end the balance of all designated funds was \$63,505.
- g. **Other Topics:**
 - i. At our last council meeting Fred presented the updates for the Treasurer and Bookkeeper Guide. The council made a few suggestions for updates. Those will be made.
 - ii. At our last meeting Fred also provided the members of the council with a draft document to be used by members of our congregation who wish to donate shares of stock or to use their IRA required minimum distribution (RMD) to contribute. Council had no objections to including it into the newsletter.
 - iii. Fred attached the preliminary draft proposal for the 2024 FLCC budget. It is based on projections for income and expenses as of October 31st. This draft incorporates the Synod's 2024 salary guidelines for the pastor and deacon. It also reflects the Washington State minimum wage of \$16.28 beginning on January 1st. Other changes are the higher premiums for our Portico and Church Mutual insurance policies, and an estimate for a contract to provide landscaping services for our church property. Fred will make further modifications based on the November numbers, but he does not think that it will change much. He proposes that the council approve the draft at the December meeting so that he can prepare a final draft for presentation to the members of the congregation in January.

5) CBA's Report:

- a. Flooding at the downstairs baby room has been addressed with sandbags and some Qwik-Dris. Research was done and there is a French drain system, a catch basin could be installed to direct the water.

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- b. Rain delayed the installation of the sanctuary windows, and they have not been rescheduled yet. Carpet cleaning will be scheduled.
- c. Bid for the lighting came back. The whole package was too expensive. For now, installing the lamps on the rooftop should suffice and be less than \$6,000. Will review the rest of the bid later to see if it is worth pursuing.

Scott motioned we approve up to \$6,000 for the lighting. Steve seconded the motion. The motion passed by unanimous vote.

- 5. OLD BUSINESS (President): None.
- 6. NEW BUSINESS (President): None.
- 7. FOR THE GOOD OF THE ORDER (President): Fellowship committee is collecting feedback on the Spaghetti Feed and document learnings for next time.
- 8. ADJOURNMENT (President):

**Tom motioned to adjourn the meeting at 8:47 PM.
Jeff seconded the motion. The motion passed by unanimous voice vote.**

NEXT MEETING IS SCHEDULED FOR THURSDAY, 21 DECEMBER 2023, 7:00 PM.