

First Lutheran Community Church September 21 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 Michelle Sharp
Scott McDougall Diane Aldinger
Steve Atkinson

Absentees: Doug Jones Tom McLean
Malcolm Collie

Guests: Diana Gromling

1. CALL TO ORDER (President) 7:18 PM.
2. OPENING DEVOTIONS (President)
3. APPROVAL OF MINUTES FROM 20 JULY MEETING DRAFT 2 (President).

Ryan motioned we approve Draft 2 minutes from 17 August meeting. Diane seconded the motion. The motion passed by unanimous vote.

4. REPORTS

1) President's Report

- a. Sharon continued to hold meetings with the staff. In having discussions with Amanda, it became clear we needed to adjust her job description. As her experience has grown, she no longer needs oversight of the CBA and can report directly to the council. The council reviewed the amended job description. There were some grammatical and formatting updates proposed that will not affect the meaning of the document. Additionally, The Council suggested a clarification be made to separate budget preparation responsibilities and clarify spending authority of \$3,000.

Ryan motioned we accept the job description, with the proposed amendments. Michelle seconded the motion. The motion passed by unanimous vote.

- b. Many job descriptions may now be outdated as well. They will be reviewed with the staff. In addition, employee evaluations were stopped during the pandemic. Many people under rate themselves, so resuming them will give opportunities for praise and constructive feedback. During the initial discussions with staff, some situations were addressed and feedback was shared with some employees. The council reviewed and discussed the current employee evaluation forms. The

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council discussed who would have responsibilities of the staff and council in relation to employee matters.

2) Pastor's Report:

- a. Based upon feedback received, we will stay with the 10AM service times. A connectivity table was set up to take advantage of the amount of people attending one service. Hoping to utilize the mixed fellowship times to celebrate new members and milestones. A positive of the single service time has been that many people have gotten connected, which has allowed the church family to grow together.
- b. When he was picking up the shed, Cisco Valez noted he had room for the second structure. He inquired about taking the other shed as well.

Steve motioned we give Cisco the second shed. Michelle seconded the motion. The motion passed by unanimous vote.

- c. The "Season of Why" is planned for October. People will come and discuss why their faith is important to them.
- d. Social Justice group met on Wednesday. They are putting together a policy for loitering and sleeping outside the building. We have a loitering policy already, but this will build on it. Due to the Preschool and Daycare we need to have a policy in place. Safety comes first, just before helping others. We will no longer give permissions to sleep on our policy or provide storage. The council agreed that safety must come first.
- e. Fundraiser is coming up. The Spaghettini Box Social Dinner, with \$10 tickets or \$60 for a table of 7. There will also be a silent auction and a live auction with fancy foods.
- f. Confirmation has restarted.

3) Treasurer's Report

- a. **FLCC General Accounts:** Our church's financial position continues to be stable, although we continue to have higher expenses than income. August general giving was \$25,853 compared to the July total of \$27,398 (August 2022 was \$19,538). Envelope giving was \$15,415 and the Vanco Simply Giving was \$9,957. The loose offerings were \$616 and Thrivent Choice was \$15. Usage income was \$4,200. The total general fund income for August was \$30,207, and the expenses were \$32,119 for a net loss of \$1,912. At month end the general checking account balance was \$40,553, and the general operations savings account was \$81,798.
- b. **Resource Coordinator Fund:** We received donations of \$20, and had expenses of \$1,152 in August, for a net loss of \$1,132. At month end \$17,601 remained in this account.
- c. **NADC - Noah's Ark Daycare:** The August profit and loss statement showed an income of \$79,323 and expenses of \$73,461. This resulted in a net income of \$5,863. At month end the NADC had \$185,831 in their checking account and \$245,402 in their savings accounts for a total of \$431,233.
- d. **NAPS - Noah's Ark Preschool:** The August profit and loss statement showed an income of \$654 and expenses of \$1,144. This resulted in a net loss of \$490. The

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NAPS balance sheet shows that they had \$1,978 in their checking account and \$15,419 in their savings account for a total of \$17,398.

- e. **FLCCW - First Lutheran Community Church Women:** The August profit and loss statement showed an income of \$37 with no expenses. At month end they had \$2,257 in their checking account, \$1,781 in their savings account, and \$2,937 in certificates of deposit for a total of \$6,975.
- f. **Designated Funds:** The Community Aid fund had a balance of \$23,567, and the Major Maintenance fund balance was \$10,389. The furnace fund has \$1,025, even though we have not really put much effort into our fund raising. Income this month was \$2,606 and expenses were \$4,828. At month end the balance of all designated funds was \$62,128.
- g. **Other Topics:**
 - i. This month our general fund had a net loss again. For 2023 we have had four months with negative income. While our giving has continued to be strong, our operating expenses have exceeded our budgetary projections. Fred has every reason to believe that our fund-raising efforts will cover the majority of the extraordinary equipment replacement and maintenance expenses before the end of the year. Nonetheless my projections indicate that we could have a net difference between our income and expenses of nearly \$3,700 by year end. This will be covered by our operational savings account. However, as we begin our budget cycle for 2024 Fred would like the members of the council to consider possible ways to increase income or to reduce expenses.
 - ii. The council discussed last month the Back Pack for Kids designated fund, with a current balance of \$46.94. Last Sunday during the service it was mentioned that this fund might now become active again. Fred will talk to Sheree Wright who previously was the point of contact for this to determine if that is true. If the fund is going to be inactive, Fred will contact the First Christian Church to contribute the remaining funds in this account to them. After that he will close that fund for any future transactions.
 - iii. The Music Ministry fund (\$832.03) was discussed with Kirsten Spellman who was unaware of it. She said that she could use this money to purchase music for the Celebration Choir that she has been wanting to get.
 - iv. Fred suggests that we move the \$300.13 in the Carnival designated fund into the Community Aid fund. He also suggests that we do the same with the \$2,270 in the Micah 6:8 Adult Scholarship fund. Adrian will discuss the Micah 6:8 funds with Corrinne.
 - v. Our endowment fund is in a certificate of deposit that will mature in early 2024. The increase in value this time is less than the last time it matured because of the lower interest rate. It will likely be less than \$500. We need to think about what to do with that income, as well as how to invest the endowment fund for the future.

4) Daycare Report:

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- a. Bats have infested an area of the church near the Daycare. Droppings and dead bats have led to a closed areas for the Daycare. Amanda has engaged a local company to come take care of the bats. The council reviewed the proposal.

Jeff motioned we engage accept the proposal from the contractor to deal with the bats. Steve seconded the motion. The motion passed by unanimous vote.

- b. Kitchen demolition will be on the 9th, with materials being delivered the next day, then installation. Hopefully the kitchen will be down just a week. The dishwasher is getting relocated, and thankfully no additional costs for plumbing or electrical will be needed.
- c. A parent at the Daycare who is a pediatric ER nurse has expressed interest in becoming a nurse consultant. He has met with the state licensor to check his qualifications. Amanda is moving to replace the current consultant with this parent.
- d. Working with Karen to merge events with Preschool. The first joint event will be the annual pumpkin carving event.
- e. Additional opportunities to cross promote are being implemented. A discount to Preschool is being provided for Daycare families, with Daycare covering the discount.

5) CBA's Report:

- a. Charlie, our Janitor of 10 years, is going to be moving away. Paul has got him some going away gifts.
- b. The accounting computer crashed 3 days before payroll. Thankfully a backup had occurred that morning. The computer has been replaced.
- c. Gutter people will be coming out once the leaves have stopped falling. Still waiting on the lighting bid.

5. OLD BUSINESS (President): None.

6. NEW BUSINESS (President): None.

7. FOR THE GOOD OF THE ORDER (President): Need to keep an eye on Covid cases, as they have been ticking up lately. Make sure we are prepared to pivot and have supplies handy.

8. ADJOURNMENT (President):

Diane motioned to adjourn the meeting at 8:53 PM.

Ryan seconded the motion. The motion passed by unanimous voice vote.

NEXT MEETING IS SCHEDULED FOR THURSDAY, 19 OCTOBER 2023, 7:00 PM.