

First Lutheran Community Church June 2023 Meeting Minutes Final

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

Absentees: Diane Aldinger Doug Jones
Steve Atkinson

Guests: Diana Gromling

1. CALL TO ORDER (Outgoing President) 7:02 PM.
2. OPENING DEVOTIONS (Pastor)
3. APPROVAL OF MINUTES FROM 18 MAY MEETING DRAFT 2 (Outgoing President).

Ryan motioned we approve Draft 2 minutes from 18 May meeting. Sharon seconded the motion. The motion passed by unanimous vote.

4. COUNCIL AND ELECTION OF OFFICERS

A. Election of Officers

- 1) Vacancy on the council. Malcolm agreed to fill a vacancy on the council.
Michelle motioned we elect Malcolm to fill the vacancy. Sharon seconded the motion. Malcolm is elected to council by unanimous vote.
- 2) President – Michelle nominated Sharon Bacon as President. Sharon accepted the nomination. **Michelle motioned the council elect Sharon Bacon as Council President. Ryan seconded the motion. The motion passed by unanimous vote.** Sharon Bacon began as council president beginning June 15th, 2023. As President Sharon will have signature authority for all FLCC bank accounts.
- 3) Vice President – Michelle nominated Jeff Robinson as Vice President. Jeff accepted the nomination. **Michelle motioned the council elect Jeff Robinson Council Vice President. Ryan seconded the motion. The motion passed by unanimous vote.** Jeff Robinson began as council Vice President beginning June 15th, 2023. As Vice President Jeff will have signature authority for all FLCC bank accounts.
- 4) Secretary – Michelle nominated Ryan Sjoberg to continue in his role as Council Secretary. Ryan accepted the nomination. **Michelle motioned the council re-elect Ryan Sjoberg as Council Secretary. Jeff seconded the motion. The**

First Lutheran Community Church June 2023 Meeting Minutes Final

motion passed by unanimous vote. Ryan Sjoberg continues as Council Secretary beginning June 15th, 2023.

5. REPORTS

1) (Outgoing) President's Report

- a. Concrete pads for the new sheds have been completed and two tiny houses were relocated to be sheds. County has no plans for the other tiny houses and Project Share has released ownership. Current plan is to silent auction the remaining two houses and put the funds towards a new furnace so we will be ready to continue as a warming center for the homeless this winter.
- b. Many electricians are super busy right now because of the upcoming All-Star game. This has delayed our lighting improvements, but they plan to come out in late July.
- c. Goats are coming next week to clean up the retention area.
- d. Landscapers trimmed a lot of things in the courtyard to open it up and make it less appealing to people using it for inappropriate activities. Outlets were secured as well.

2) Pastor's Report:

- a. Sign began working again without any repairs needed, though it was difficult to get the technology working.
- b. Adult VBS is being tried out, leading up to the longest day service. There are plans for a longest night service.
- c. Online viewership continues to be a good option for our members. Generally, there are between 40-60 'views' based upon the counting guidance. We suspect it is higher, since many people are watching in groups.
- d. Summer schedule has begun. The final service each month will be more in the 10:30 style.
- e. A welcome group ministry is underway.
- f. The council next planned out membership on the council subcommittees. 3 council members were allocated amongst the Oversight, Fellowship, Stewardship, and Social Justice committees.

3) Treasurer's Report (Due to the council meeting being earlier in the month, the council reviewed preliminary financial information. Presented below is the final version of the reports, updated when the information from the bookkeeper was complete).

- a. **FLCC General Accounts:** This report is final and based on the updated financial documents received from the bookkeeper, and includes the final adjustments to the May income and expenses. As in previous months our church's financial position continues to be stable. May general giving was \$26,224 compared to the April total of \$24,149 (May 2022 was \$25,401). Envelope giving was \$15,701 and the Vanco Simply Giving was \$10,030. The loose offerings were \$493 with no contributions received through Thrivent Choice. Usage income was \$4400. The total general fund income for May was \$30,631, and the expenses were \$29,722 for a net operating income of \$839. At month end the general checking

First Lutheran Community Church June 2023 Meeting Minutes Final

account balance was \$63,096, and the general operations savings account was \$81,487.

- b. **Resource Coordinator Fund:** We received donations of \$20, and had expenses of \$1,157 in May, for a net loss of \$1,137. At month end \$19,832 remained in this account.
- c. **NADC - Noah's Ark Daycare:** The May profit and loss statement showed an income of \$82,255 and expenses of \$71,975. This resulted in a net income of \$10,280. At month end the NADC had \$397,143 in their checking account and \$48,321 in their savings accounts for a total of \$445,464.
- d. **NAPS - Noah's Ark Preschool:** The May profit and loss statement showed an income of \$5,023 and expenses of \$6,010. This resulted in a net loss of \$987. The NAPS balance sheet shows that they had \$1,961 in their checking account and \$15,418 in their savings account for a total of \$17,379.
- e. **FLCCW - First Lutheran Community Church Women:** The May profit and loss statement showed an income of \$538 and expenses of \$465. This resulted in a net income of \$73. At month end they had \$2,153 in their checking account, \$1,781 in their savings account, and \$2930 in certificates of deposit for a total of \$6,863. They were also holding a Thrivent Action Team card valued at \$250.
- f. **Designated Funds:** The Community Aid fund had a balance of \$28,951, and the Major Maintenance fund balance was \$10,744. Income this month was \$2,236 and expenses were \$4,841. At month end the balance of all designated funds was \$68,238.
- g. **Other Topics:**
 - i. This month the church showed a monthly net income. As of the end of May our projected income for 2023 is \$408,901 (including contributions specified for the Resource Coordinator position). This exceeds our budget estimate of \$370,382 by \$38,519. Removing the effect of the unusual maintenance expenses we experienced in February and March our projected expenses would be \$408,351 exceeding the budget of \$372,664 by \$35,687. I believe that the council members should continue to be aware of our budget issues, but I believe that we have sufficient financial resources to meet all of our obligations.
 - ii. Discussion around bank signature authority. We will need to add Sharon and update Jeff's position at the bank. Fred proposed the needed language to be added to the minutes.

Tom motioned we include the authorization below into the minutes. Michelle seconded the motion.

Before voting, council discussed allowing Sarah Cook to continue to be a backup payroll signatory. Via text, she confirmed she was comfortable doing so.

Michelle motioned we amend the language in the motion to remove the statement asking to remove Sarah's access. Ryan seconded the motion. The motion passed by unanimous vote.

Per the motion, the members of the Church Council approved a motion to allow Sharon Bacon (council president) and Jeff Robison (council vice president) to be

First Lutheran Community Church June 2023 Meeting Minutes Final

authorized signers for all of the Church's accounts (checking and savings) now held at Kitsap Bank.

4) CBA's Report:

- a. Intellisystem, our security provider, came out and toured the building regarding a new camera system. Their cameras do not have automatic lighting, so we will leave the old lighted cameras up as well. The company added an additional light to the inside of the sanctuary. Daycare is covering the cost of the outdoor security cameras.
- b. No painters have returned our calls yet as we seek bids. Only one flooring company we contacted returned a bid for about \$27,000.
- c. The final bill for the furnace was \$35,900.
- d. The building was very busy last week. Our kitchen was used for the local salmon bake.
- e. New washer and dryer were delivered and installed at the Daycare. They are commercial grade. There was an issue since the wrong plug in was provided, but it was eventually resolved.
- f. The Daycare is working for a Early Achievers certification, which is a star rating. They are hoping to gain an additional star. A survey went to parents and the results were very positive.
- g. Kitchen renovation at the Daycare is underway and the windows have been ordered.

6. OLD BUSINESS (President): None.

7. NEW BUSINESS (President): None.

8. FOR THE GOOD OF THE ORDER (President): None.

9. ADJOURNMENT (President):

Jeff motioned to adjourn the meeting at 8:21 PM.

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

NEXT MEETING IS SCHEDULED FOR THURSDAY, 20 JULY 2023, 7:00 PM.