

First Lutheran Community Church June 16 2022 Meeting Minutes Final

Attendees: Jeff Robinson (President) Sarah Cook (Vice President)
Pastor Adrian Bonaro Fred Seidel (Treasurer)
Paul Gaudette (CBA) Michelle Sharp
Mark Hammersberg Doug Jones
Scott McDougall Suzanne Harvey
Andrew Wilmarth Diane Aldinger
Sharon Bacon

Absentees: Ryan Sjoberg (Secretary) Jake Nelson

Guests: None

1. CALL TO ORDER (President) 7:03 PM.

Pastor Adrian explained the process of sharing highs and lows. There was a discussion with Jeff as to the order of the meeting. Adrian explained we should do elections at the start, after highs and lows.

2. OPENING DEVOTIONS (Pastor)

3. APPROVAL OF MINUTES:

FROM 19 MAY MEETING DRAFT 2 (President).

Sarah motioned we approve Draft 2 minutes from 19 May Meeting. Sharon seconded the motion. The motion passed by unanimous vote.

FROM 22 MAY SEMI-ANNUAL MEETING DRAFT 2 (President).

Sarah motioned we approve Draft 2 minutes from 22 May Meeting. Sharon seconded the motion. The motion passed by unanimous vote.

4. COUNCIL AND ELECTION OF OFFICERS

A. Election of Officers

- 1) President – Pastor Adrian nominated Jeff Robinson as President. Jeff accepted the nomination. **Pastor Adrian motioned the council elect Jeff Robinson as Council President. Sharon seconded the motion. The motion passed by unanimous vote.** Jeff Robinson continues as council president beginning June 16th, 2022. As President Jeff will have signature authority for all FLCC bank accounts.
- 2) Vice President – Pastor Adrian nominated Sarah Cook as Vice President. Sarah accepted the nomination. **Pastor Adrian motioned the council elect Sarah Cook Council Vice President. Sharon seconded the motion. The motion passed by unanimous vote.** Sarah Cook continues as council Vice President

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beginning June 16th, 2022. As Vice President Sarah will have signature authority for all FLCC bank accounts.

- 3) Secretary – Pastor Adrian nominated Ryan Sjoberg to continue in his role as Council Secretary. **Ryan, while out, had agreed to continue as Secretary if nominated. Pastor Adrian motioned the council re-elect Ryan Sjoberg as Council Secretary. Sharon seconded the motion. The motion passed by unanimous vote.** Ryan Sjoberg continues as Council Secretary beginning June 16th, 2022.

5. REPORTS

1) Presidents Report

- a. The Council discussed Family Kitchen's generous donation from Rotary. Jeff has asked Family Kitchen to identify their needs so that we can best support them.
- b. General giving is down slightly but this expected in summer. The church remains in good financial health. Online streaming also impacts overall giving.
- c. Before the pandemic, FLCC was paired with Emmanuel Church in Centralia. Jeff would like to work to see our relationship be re-established in the next few months.
- d. Pastor left the room so that Jeff could make a proposal. Jeff would like to see a thank you card and gift card be provided for Pastor Adrian before his three-week summer break.

2) Pastor's Report:

- a. On June 19th there will be one confirmand and 5 grads. One scholarship will be presented during the service. The scholarship fund process has been simplified. Scott asked about the scholarship. Adrian explained it was for \$500. Had there been multiple applicants, the overall amount awarded would potentially have been increased. Fellowship time is on hold due to Covid, so there is no additional money coming in from donuts at this time. There is \$4,000 currently sitting in the scholarship account. The hope is that each year the pool of money will be about \$1,000 split amongst all of those who apply. The scholarship committee has been helpful during the process.
- b. Adrian will be on vacation the first three Sundays of July. He is looking forward to recharging.
- c. Tiny houses - Project Share has announced that there is a 60-day deadline to use the tiny houses or liquidate the buildings via sale. FLCC will sell at least two of the tiny homes after the 60-day window and will give the proceeds to the Resource Coordinator fund. The tiny houses have been in our parking lot for 5 frustrating years and it's time for them to be used or leave. The commitment to helping end homelessness in the city remains but it's time to move forward with the tiny houses.
- d. Sign - Paul will continue to get bids on moving the church sign at the road. It's an extensive process to move them due to electrical wiring and rerouting. The sign company has a theory that the tiny houses are blocking the signal to make the sign work. We're not expecting that to be the solution.

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- e. Communion - We are looking at bringing back a regular communion at some point in August.
- f. Fred asked how much longer the 10 am service is expected to last. Adrian estimated it might be until after Blast Off Sunday (second week in September) but that we would need to evaluate our attendance as it gets closer. There are still 50-100 people watching the service each week on livestream. Right now, we have more people streaming than attending in-person.
- g. Attendance reporting - Scott asked about the process of getting a formal attendance count each week. Pastor explained it used to be counted by ushers but it is currently being done by Kelly Hassebrock and/or Karen Spellman. We plan to go back to a formal counting process once there is a more predictable participation in jobs (ushers, etc.). Adrian explained we try to stay as close to the synod's guidelines as possible. It is important for decision making to have consistent attendance reported. Pastor will follow up with Kelly on reporting.
 - h. Council's changing role - When Adrian first came to FLCC, there was a redevelopment/transformational team. This team took on some roles that ordinarily the council would be tasked with. The council was so busy and needed to focus on the day today business of running the church. Adrian is asking the council to think about bringing the function of the transformation team back to the council – visioning, big picture thinking, conversations with church members, etc. Jeff was also on the transformation team and said it would be helpful to have council members in this role. It helps the council be more visible with the members so they know who we are and who to turn to with questions or suggestions.

3) **Treasurer's Report** *Note: Council reviewed preliminary information as noted in the final bullet below.*

- a. **FLCC General Accounts:** Our church's financial position continues to be stable. May giving was \$26,082 compared to the April total of \$22,797 (May 2021 was \$23,820). The Vanco Simply Giving and the loose offerings were average for previous months. The facility usage income was the same as in April. The total general income for May was \$29,484, and the expenses were \$28,629 for a net operating income of \$855. As of June 15th, the general checking account balance was \$52,818, and the general operations savings account was \$98,235.
- b. **Resource Coordinator Fund:** We received donations of \$620, and had expenses of \$1,062 in May, for a net loss of \$442. As of June 15th, there were \$18,212 in this account.
- c. **NADC - Noah's Ark Daycare:** May income was \$68,325, and expenses were \$70,342 for a net operating loss of \$2,017. This was due in part to the NADC spending over \$5,000 to improve the landscaping around the entire church property. As of June 15th they had total assets of \$365,218, including checking and savings accounts.
- d. **NAPS - Noah's Ark Preschool:** May income was \$5,568, and expenses were \$9,748, for a net loss of \$4,179. The NAPS had a drop in tuition as well as increased administrative and operating expenses in May. As of June 15th, they had total assets of \$36,909, including checking and savings accounts.
- e. **FLCCW - First Lutheran Community Church Women:** The month's income was \$1,087, consisting primarily of contributions for the Lutheran World Relief

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shipping. Their expenses were \$518, for a net income of \$569. As of June 15th, they had total assets of \$7,694, including checking and savings accounts and certificates of deposit.

- f. **Designated Funds:** As of June 15th, the balance of all designated funds was \$78,337.
- g. **Other Topics:**
 - i. In the second week of June, we installed the 2022 version of our QuickBooks accounting software. Subsequent to that the system crashed, and after the error was corrected, we used a June 1st backup file to restore our account information. As a result, many of the normal financial reports are unavailable as of this meeting date. Fred provided the information currently available. Fred believes that the reports do provide an accurate picture of our financial position as of June 15th. He will provide complete, updated June reports to the council members when they are completed.
 - ii. Doug had a question about how accounting for FLCC women and Noah's Ark are handled. Are they separate entities? Fred explained that each carry their own checking and savings account and we keep separate accounts and do not merge.
 - 1. The daycare and preschool are technically part of FLCC and each are charged a usage fee, pay for their own internet, etc. Daycare has been very generous with contributing to maintenance and upkeep – painting the outside of the building, paying a balloon payment for the mortgage and much more. It's a mutually supportive arrangement and we are appreciative of the daycare's generosity.
 - 2. FLCC women is an informal group. Their primary mission is support Lutheran World Relief. Their main ministry is creating and shipping the quilts.
 - iii. Pastor and Fred explained that the bookkeepers are an outside firm and not members of the church. The finance team works with them and posts information monthly to keep the church finances open and transparent.

4) CBA's Report:

- a. The grounds have been finished and are mulched, shaped, and cleaned up. Nancy McCord is our lead gardener and does the work as her ministry to the church. The church also pays two gardeners 5 hours per week during certain months.
 - i. The daycare team helped shape the trees and bushes around the church at Nancy's request.
 - ii. The church is responsible for maintaining the retention pond on the grounds. Goats will be on site this summer to maintain the grounds. Daycare funded the fence and barn for the goats.
- b. The Kitsap Great Give sent \$2,601.01 to FLCC. Corrinne is sending thank you cards to those who donated.

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- c. FLCC and the daycare will be observing Juneteenth. It is a federal holiday and the daycare and church will be closed on Monday the 20th.
 - d. The building is having problems with sugar ants. The exterminator company we have used in the past has merged multiple times and we're switching to a new company.
 - i. The new company needs to come every other week for a few months to eradicate the issue. It will cost \$300 a month.
 - ii. Once the problem is solved, they will come every 3 months like the previous company's schedule.
 - e. Family Kitchen is starting back up tomorrow.
 - f. The flooring project will be very expensive because it involves removing/replacing the subflooring. The last bid was \$25k a few years ago. There is currently \$16-18k in the flooring fund.
6. OLD BUSINESS (President): None
7. NEW BUSINESS (President): None.
8. FOR THE GOOD OF THE ORDER (President): Jeff suggested that we need better lighting behind the church in the daycare/preschool parking lot. Motion sensor – probably solar powered.
9. ADJOURNMENT (President)

Sarah motioned to adjourn the meeting at 8:45 PM.

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

NEXT MEETING IS SCHEDULED FOR THURSDAY, 21 JULY 2022, 7:00 PM.