

CENTRAL LUTHERAN CHURCH CONGREGATION COUNCIL

MEETING MINUTES – APPROVED

August 28, 2018

Call to order: The meeting was called to order at 5:30 pm by President Sara Stensaas.

Members present: Pastors Peter Nycklemoe, D. Foy Christopherson, Melissa Pohlman and Stephanie Friesen, Lisa Beane, Roberta Groening, Sara Gunsch, Phil Holst, John Olson, Jen Surla, Paul Troselius

Members absent: David Sand, Mons Teig

Staff present: Pat Hansen, Obie Holmen

Christ Care Prayers: Pastor Peter invited all to share their joys, sorrows, concerns, and thanksgivings, which were then lifted in prayer.

Approval of the Agenda: A motion to approve the Meeting Agenda as prepared was made, seconded, and approved.

Approval of Minutes from June Council Meeting: A motion to approve the Council Meeting minutes from June 26, 2018, was made, seconded, and approved.

Financial Reports: Treasurer John Olson reviewed the monthly financial reports through July 31, 2018 – Analysis of Revenue & Expense, Balance Sheet Analysis, Building Renewal Project to Date, Revenue & Expense, Designated Fund Summary, and Wells Fargo Account Summary. John's Treasurer's Report summary is attached to these minutes.

Information Items:

1. Building Renewal update: Pr. Peter shared that site work has begun, with great progress on the north side. The new patio is poured, as well as the steps and new ramp. The work is moving around the facility, and the old 14th street—the main entrance into the parking lot from 3rd Avenue—has closed permanently with new green space taking its place. The timeline is still looking at occupancy in early October; major changes are taking place daily with tiling, painting, carpeting, all going on. Temporary occupancy will be granted by the City until the fire doors to the sanctuary arrive from Guatemala.
2. Strategic Planning Team Update: Lisa shared that this team has divided into four groups that are working on smart goals for the congregation, that will be launched in the Fall with different start dates for each of the eight goals. The team will present a draft of these goals at the September meeting.
3. Reconciling in Christ next steps conversation: Pr. Melissa shared the history and background of RIC, what has happened at Central in the past, and what needs to be done to move forward with this process in the future. Next step would be to form a committee authorized to do the work of education, storytelling and engagement in the congregation, similar to the Strategic Planning process.
4. Program area/Rostered Leaders updates: Prs. Peter, C, Stephanie, Melissa and Cantor Mark are currently attending a two-day conference with Susan Beaumont on effective church leadership and staffing. All gave a brief update on their respective areas of ministry, looking forward to the program year beginning in September.

Action Items:

1. A motion for guidance to Central's staff for dealing with immigration and other law enforcement officials while representing Central was made, seconded and approved.
2. A motion was made, seconded and approved to affirm the constitutionally created committees of:
 - Fiscal & Property Committee: Steve Studt, chair, Paul Troselius, Franklin Dietrich, Lynn Erickson, Julie Anderson, John Olson, with staff – Dave Rodriguez, Obie Holmen and Pr. Peter.
 - Personnel Committee: Karl Starr, chair, Tom Emig, Tamara Legler, Sara Gunsch, Sara Stensaas, with staff – Pr. Peter.
3. A motion from the Fiscal & Property committee for consolidation of funds was seconded and approved.

The meeting was adjourned at 7:05 pm, after closing with Responsive Prayer for Evening.

Respectfully submitted,

Pat Hansen
Recording for
Sara Gunsch, Council Secretary

**Central Lutheran Church
Treasurer's Report
July 31, 2018 Financials (2 months)**

	<u>Annual Budget</u>	<u>July 31, 2018</u>	<u>% of Annual Budget (17%)</u>
Income	\$2,619,682	Income \$445,157 *1	17%
Expense	<u>\$2,622,136</u>	Expense <u>\$406,925</u> *2	16%
Deficit	(\$2,454)	Surplus \$38,232	

Operating Fund	7/31/18	7/31/17	Year Over Year Change	% Change
Year-to-date				
Regular Offering	\$181,790	\$181,395	\$395	0%
Parking	\$94,913	\$80,685	\$14,228	18%
Foundation	\$142,168 *3	\$122,605	\$19,563	16%

Building Renewal (Since inception)	7/31/18	6/30/18	1 Mo. Change
Total Pledge	\$3,500,000	\$3,500,000	\$0
BR Revenues: Capital Fund Drive	\$2,745,973	\$2,662,922	\$83,051
MIF Loan – Long Term	\$5,588,797	\$4,928,146	\$660,651
MIF Loan – Short Term	\$0	\$0	\$0
Payoff of Prior Loan	\$0	\$0	\$0
Foundation	\$263,277	\$249,277	\$14,000
Prior Designated Funds	\$16,668	\$16,668	\$0
Memorials – Special Projects	\$7,860	\$7,860	\$0
Total BR Revenues	\$8,622,575	\$7,864,873	\$757,702
Total BR Expenses	\$8,160,393	\$7,368,683	\$791,710 *4
Net BR Revenue	\$462,182	\$496,190	(\$34,008)

Assets / Liabilities	7/31/18	5/31/18	2 Mo. Change
Operating Cash	\$121,216	\$88,409	\$32,807
Operating Reserve Cash	\$200,212	\$200,212	\$0
Designated Funds, Capital Replacement / Building Fund	\$286,728	\$285,745	\$983
Mission Investment Fund Mortgage	\$5,588,798	\$4,044,419	\$1,544,379

Borrowing / Loan Draws to date: (13)

Invoice	Date	Amount	Term	Payment Month
Jorgenson - 748	11/20/17	\$325,280	Net 30 days	December 2017
Jorgenson - 749	11/20/17	\$755,440	Net 30 days	December 2017
Jorgenson - 770	12/13/17	\$151,050	Net 30 days	January 2018
Jorgenson - 771	12/13/17	\$216,220	Net 30 days	January 2018
Jorgenson - 802	1/12/18	\$130,625	Net 30 days	February 2018
Jorgenson - 803	1/12/18	\$304,285	Net 30 days	February 2018
Jorgenson - 835	3/2/18	\$275,732	Net 30 days	March 2018
Jorgenson - 836	3/2/18	\$244,029	Net 30 days	March 2018
Jorgenson - 898	4/9/18	\$186,865	Net 30 days	April 2018
Jorgenson - 899	4/9/18	\$323,263	Net 30 days	April 2018
Jorgenson - 934	5/23/18	\$409,954	Net 30 days	June 2018
Jorgenson - 935	5/23/18	\$386,746	Net 30 days	June 2018
Jorgenson - 958	6/19/18	\$577,790	Net 30 days	July 2018
Jorgenson - 997	7/18/18	\$273,053	Net 30 days	July 2018
Jorgenson - 998	7/18/18	\$387,600	Net 30 days	July 2018

Total: \$4,947,932*** Notes:**

1. Revenues:
 - Regular Offering is \$26K behind YTD budget but typically catches up during FY 2nd half.
 - Parking revenue YTD continues to be strong.
2. Expenses:
 - No YTD expenses are out of line with the budget.
 - MIF Loan Payments & Temp Exp has a total budget of \$368,004 which is the anticipated yearly payment for the long-term BR mortgage. Payment starts 12/1/18 at a rate of \$30,666 per month. The \$368K is budgeted for the full year and consists of BR temporary expenses, MIF Mortgage Payment and MIF Escrow.
 - MIF Escrow will equal \$128,335.85 by 11/30/18. There are several options for designating how the escrow funds will be used – TBD.
3. Foundation contribution will amount to \$710K for the fiscal year.
4. Building Renewal July '18 expenses:

\$11,300	MIF BR Interest during construction
\$11,477	Architecture and Engineering
\$387,600	Jorgenson Labor
\$273,053	Jorgenson Materials
\$35,197	Sanctuary Sound & Light
\$27,275	Office Furniture
\$45,808	Phone/Data/Security
<u>\$791,710</u>	Total

 - Total BR Expenses includes Prior Loan Payoff: \$647,239

Respectfully,
John Olson