

# CENTRAL LUTHERAN CHURCH CONGREGATION COUNCIL

## MEETING MINUTES – APPROVED

May 28, 2019

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

**Members present:** Pastors Peter Nycklemoe, Melissa Pohlman and Stephanie Friesen, Lisa Beane, Megan Bowman, Mark Erickson, Roberta Groening, John Olson, David Sand, Jen Surla, Paul Troselius

**Members excused:** Pastor D. Foy Christopherson, Carl Numrich

**Staff present:** Pat Hansen, Obie Holmen

### **Primary Conversation: Envision Community**

Much of the meeting was spent in conversation with Dr. Bill Walsh and Envision Community leaders, Freddy, Rome, and Dwayne. Dr. Walsh and these leaders provided answers to the eight questions that had been previously given to them by the council –

- 1) Envision community describes a resident make-up of people who have experienced chronic homelessness, people who have experienced intermittent homelessness, and people who have never experienced homelessness. What happens if there are challenges filling spots to align with the proposed resident make-up? Will occupancy begin if not all spots are filled, or if the mix of resident backgrounds differ from the proposal?
- 2) Describe day-to-day site management and expected impacts on Central staff
- 3) What ongoing costs are included in Envision Community's budget for Central Lutheran for the congregation's anticipated expenses (insurance, snow removal, waste management, utilities, security and offset for parking revenue loss)?
- 4) A follow up to #3, does Envision community plan to carry their own insurance for both the site and the residents?
- 5) Will there be any property tax for the site?
- 6) Will there be a specific "site manager" and will they be living on site in the community?
- 7) What does Envision Community see as the potential impact of this project for people's lives?
- 8) What might be the criteria for determining the success of the project? If it is a two-year pilot, how will we bench mark the progress together?

The answers to these questions are accumulated on a spreadsheet prepared by Secretary Jen Surla.

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

**Adoption of the Agenda:** The Meeting Agenda was adopted.

**Approval of Minutes from April Council Meeting:** The Council Meeting minutes from April 23, 2019, were approved.

**Financial Reports:** Treasurer John Olson reviewed the monthly financial reports through April 30, 2019 – Analysis of Revenue & Expense, Balance Sheet Analysis, Building Renewal Project to Date, Revenue & Expense, Designated Fund Summary, the Wells Fargo Account Summary, and the Wells Fargo Brokerage Account. These financial reports were accepted by the Council. John's Treasurer's Report summary is attached to these minutes.

**Rostered Leaders and Other Reports:** In addition to the Rostered Leaders submitted written reports, Pr. Peter shared that a link to the MAP survey will be arriving by email to congregation members the next day. He asked Lisa Beane to share an update of the strategic planning team's recent meeting and its use of this survey when completed for new smart goals. The results of the MAP survey will be shared at the council's June meeting. The RIC task force has changed its name to "Expanding Our Welcome".

**Life Passages for April 2019:**

1. Baptisms - Brendan Reid Cooper, Alyssa Joy Koester, Arriona Marie Holmgren, Adrian Joaquin Morales, Randy William Miller, Saibiha Weilijiang, and Saimina Weilijiang were all baptized at the Easter Vigil Service, April 20, 2019. Paul Joseph Knoth was baptized April 28, 2019.
2. Weddings - None.
3. Funerals - None.

**Action Items:**

Obie presented information about two annuities from a deceased member that named Central Lutheran as a beneficiary. In order to submit the necessary paperwork to receive the funds from these annuities, the council approved the following resolution:

**Resolved**, each of the Designees listed in Section 4 herein is authorized to claim death benefits on the annuity contract(s) listed above on behalf of the Entity.

**Further Resolved**, in the event of any change in the office or power of the Designees, the Officer/Authorized Part will immediately certify those changes to AGL/USL in writing.

**Further Resolved**, the Life Company is hereby released from any liability and shall be indemnified against any loss, liability or expense arising from honor these Resolutions.

Designees authorized to act on this are President Sara Stensaas, Treasurer John Olson, and Robert Holmen, Director of Finance.

After closing with Responsive Prayer for Evening, the meeting was adjourned at 7:00 pm.

Respectfully submitted,  
Pat Hansen  
Recording for Jen Surla, Council Secretary

**Central Lutheran Church  
Treasurer's Report  
April 30, 2019 Financials (4 months)**

	<u>Annual Budget</u>	<u>April 30, 2019</u>	<u>% of Annual Budget (33%)</u>
Income	\$2,738,000	Income \$1,007,717 *1	37%
Expense	<u>\$2,737,642</u>	Expense <u>\$965,367</u>	35%
Surplus	\$358	Surplus \$42,350 *2	

Operating Fund	April Actual	April Budget	2019 Year-to-Date Actual	2019 Year-to-Date Budget	2018 Year-to-Date Actual	Year Over Year Change - Actual
Regular Offering	\$149,316	\$173,890	\$435,322	\$420,850	\$410,049	\$25,273
Parking	\$103,823	\$65,000	\$191,090	\$180,000	\$217,568	(\$26,478)
Foundation	\$63,500	\$63,500	\$254,000	\$254,000	\$214,213	\$39,787

Building Renewal FY 2019	April 2019 Actual	2019 YTD Actual	Annual Budget Remaining
<b>BR Revenues:</b> Capital Fund Drive *3	\$30,571	\$119,099	\$239,248
Foundation	\$14,000	\$56,000	\$112,000
Prior Designated Funds	\$0	\$200,000	\$0
Donor Debt Reduction	\$0	(\$22,003)	\$0
Energy Rebates	\$15,842	\$24,555	\$0
Designated Fund, Sign	\$0	\$9,935	\$0
<b>Total BR Revenues</b>	<b><u>\$60,413</u></b>	<b><u>\$387,586</u></b>	<b><u>\$351,248</u></b>
<b>BR Expenses:</b> Financing: Interest payments	\$6,780	\$26,151	\$53,849
Construction	\$4,810	\$286,854	\$308,037
Furniture and Equipment	\$0	\$47,237	(\$54,874)
Sanctuary (stained glass/HVAC)	\$4,938	\$54,563	\$119,250
Parking Lot Project	\$87,459	\$288,832	\$21,830
<b>Total BR Expenses</b>	<b><u>\$103,987</u></b>	<b><u>\$703,637</u></b>	<b><u>\$448,092</u></b>
<b>Net Total</b>	<b><u>(\$43,574)</u></b>	<b><u>(\$316,051)</u></b>	<b><u>(96,844) *4</u></b>

Assets / Liabilities	4/30/19	12/31/18	4 Mo. Change
Operating Checking *5	\$106,023	\$67,874	\$38,149
Reserve Fund *5	\$100,632	\$100,335	\$297
Designated Funds, Capital Replacement / Building Fund	\$167,858	\$343,821	(\$175,963)
Mission Investment Fund Mortgage	\$8,691,499	\$8,793,000	(\$101,501)

\* Notes:

1. Revenues:
  - YTD Regular Offering is \$14K ahead of budget.
  - Parking: Great month (March)! \$11K ahead of YTD budget.
2. Surplus = \$42K! Due primarily to Parking revenue, Parking Shortfall contributions and Estate Gifts.
3. Capital Fund Drive total collected to date is \$3,270,752.
4. \$244K in BR bank account will cover anticipated \$97K deficit.
5. These two items have been replenished:
  - Operating Checking; 3/31/19: \$28K, 4/30/19: \$106K
  - Reserve Fund; 2/28/19: (\$23), 4/30/19: \$101K
6. Two funds are held in reserve:
  - a. Capital Replace: \$168K
  - b. MIF Escrow: \$157K

Respectfully,

John Olson