

# CENTRAL LUTHERAN CHURCH CONGREGATION COUNCIL

## MEETING MINUTES – APPROVED

January 28, 2020

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

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

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

**Members/Staff excused:** Pastor Melissa Pohlman, Carl Numrich

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

**Enneagram Learning Time:** Pr. Stephanie led this learning time, highlighting the spiritual formation that was discussed in the beginning of the book. Members then shared experiences that have happened to them since this book was introduced.

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

**Approval of Minutes from December Council Meeting:** The Council Meeting minutes from December 17, 2019, were approved.

**Financial Reports:** Treasurer John Olson reviewed the monthly financial reports through December 31, 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. Obie Holmen then reviewed the Financials as they appear in the 2019 Annual Report. A majority of this meeting was spent reviewing the Assets and Liabilities, the Proposed 2020 Budget which includes Revenues and Expenses, the 2019 Designated Fund Summary, the Building Renewal/Capital Campaign Recap and the Mission Forward Campaign Recap. Further questions can be brought to the open Budget meeting on February 2, 2020.

**Annual Report/Rostered Leaders Reports:** In addition to the written Rostered Leaders Reports that appear in the 2019 Annual Report, Life Passages for December 2019 was also noted ---

### **Life Passages for December 2019:**

1. Baptisms
  - a. **Carter David Miller** was baptized Saturday, December 21, 2019. Pastor Peter Nycklemoe baptized Carter
2. Weddings - None
3. Funerals/Burial Services
  - a. Funeral for **Kjersten Marie (June 13, 1980 – December 1, 2019), William David (November 4, 2008 – December 1, 2019) and Nelson Sidney (October 24, 2011 – December 1, 2019)** was held at Central Saturday, December 14, 2019. Pastor Peter Nycklemoe and Pastor Stephanie Friesen preached. Pastor Melissa Pohlman presided.

- b. Funeral for **Douglas Robert Stoffel (May 13, 1949 – January 28, 2019)** was held Saturday, December 14, 2019 at the Washburn McReavy Funeral Home. Pastor Melissa Pohlman presided.
- c. Funeral for **Lowell Elmer Christensen (July 13, 1937 – December 16, 2019)** was held at Central Friday, December 20, 2019. Pastor Stephanie Friesen presided.

**Information Items:**

1. **Kairos/Mission Forward Appeal Report:** Obie highlighted this information as it appears in the 2019 Annual Report.
2. **Living into our Welcome (Reconciling in Christ) Update:** Jen encouraged all to read the Reconciling in Christ (RIC) Team report, written by Kevin Lile, that appears on page 22 in the 2019 Annual Report. The new signage appears on the cover of the Annual Report.
3. **Strategic Planning Process Update:** Lisa also encouraged all to read the Strategic Planning Team report that appears on page 16 in the 2019 Annual Report. Two of the four groups have finished work on their SMART goals and the other two are still meeting and working.

**Action Items:**

1. The council affirmed and accepted the Nominating Committee Report and its entire slate, and will forward it to the Annual Meeting on February 9, 2020.
2. The council approved a request for Central to formally join the Envision Community Collaborative as a partner.
3. The council affirmed and accepted the recommendation of the Fiscal and Property Committee for the 2020 Budget and will forward it to the Annual Meeting on February 9, 2020.
4. The council approved the recommendations for the Associate for Worship and Music Search Team: Judy Bogard, Andy Whitford Holey, Laura Holst, Katie Sankey, Dave Sand and Doran Schoepach.
5. The council approved the benevolence recommendation for the Mission Forward Appeal: \$20,000 for Lutheran Health Care Bangladesh; \$20,000 for Envision Community; \$10,000 for Tree of Life Mission Start.
6. The council approved the recommendation from the Audit Committee to retain the firm, Akins-Henke, for a full year's audit of 2019.

**Thank you:**

David Sand was thanked for his faithful service as a Council member whose term has come to an end.

**Closing Prayer and Adjourn:**

After closing with the Lord's Prayer, the meeting was adjourned at 7:00 pm.

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

**Central Lutheran Church  
Treasurer's Report  
December 31, 2019 Financials (12 months)**

	<u>Annual Budget</u>		<u>December 31, 2019</u>		<u>% of Annual Budget (100%)</u>
Income	\$2,715,500	Income	\$2,908,913 *1		107%
Expense	<u>\$2,724,642</u>	Expense	<u>\$2,897,101</u> *2		106%
Deficit	(\$9,142)	Surplus	\$11,812 *3		

Operating Fund	December Actual	December Budget	2019 Year-to-Date Actual	2019 Year-to-Date Budget	2018 Year-to-Date Actual	Year Over Year Change - Actual
Regular Offering	\$255,027	\$106,667	\$1,313,028	\$1,280,000	\$1,264,039	\$48,989
Parking	\$34,481	\$38,750	\$476,006	\$465,000	\$430,527	\$45,479
Foundation	\$64,384	\$63,500	\$772,603	\$762,000	\$693,816	\$78,787

Building Renewal FY 2019	December 2019 Actual	2019 YTD Actual	Annual Budget Remaining
<b>BR Revenues:</b> Capital Fund Drive *4	\$29,600	\$408,417	(\$50,070)
Foundation	\$14,000	\$168,000	\$0
Prior Designated Funds	\$0	\$200,000	\$0
Donor Debt Reduction	\$0	(\$22,003)	\$0
Energy Rebates	\$0	\$24,555	\$0
2 <sup>nd</sup> Campaign Revenue	\$222,282	\$456,188	\$0
1 <sup>st</sup> BR Campaign Overage	\$0	\$0	\$50,070
Designated Fund, Sign	\$0	\$9,935	\$0
<b>Total BR Revenues</b>	<b><u>\$265,882</u></b>	<b><u>\$1,245,092</u></b>	<b><u>\$0</u></b>
<b>BR Expenses:</b> Financing: MIF Short Term Int.	\$6,441	\$79,000	\$0
2 <sup>nd</sup> Capital Campaign Expense	\$17,347	\$86,036	\$0
Survey	\$0	\$3,728	\$0
Construction *4	\$0	\$303,697	\$304,267
Furniture and Equipment *4	\$0	\$54,298	(\$56,368)
Sanctuary (stained glass/HVAC)	\$0	\$175,961	\$0
Parking Lot Project	\$0	\$358,324	\$0
<b>Total BR Expenses</b>	<b><u>\$23,788</u></b>	<b><u>\$1,061,044</u></b>	<b><u>\$247,899</u></b>
<b>Net Total</b>	<b><u>\$242,094</u></b>	<b><u>\$184,048</u></b>	<b><u>(\$247,899)</u></b>

Assets / Liabilities	12/31/19	12/31/18	12 Mo. Change
Operating Checking	\$45,780	\$67,874	(\$22,094)
Reserve Fund	\$70,472	\$100,335	(\$29,863)
Designated Funds, Capital Replacement	\$186,428	\$343,821	(\$157,393)
Mission Investment Fund Mortgage	\$8,236,021	\$8,793,000	(\$556,979)

\* Notes:

1. Revenues:
  - Regular Offering: For December \$255K - \$148K over budget. For 2019 \$1,313K - \$33K over budget.
  - Parking: For December \$34.5K - \$4K under budget. For 2019 \$476K - \$11K over budget.
  - Foundation: For 2019 \$772.6K - \$10.6K over budget.
  - Other Revenues: For 2019 \$70.4K Estate Gifts, \$26K Wedding and Funeral Services = \$96.6K
  - Revenues for 2019 exceeded budget by \$96.8K without Other Revenues.
2. Expenses:
  - Community Ministry:
    - 2019: Mostly not budgeted for the year. Funded out of Donor Designated Funds month-by-month.
    - 2020: Community Ministry budgeted for \$114K for the year. Funded from Donor Designated Restoration Center for \$114K.
3. Other Revenues (Estate Gifts, Wedding and Funeral Services) is why the surplus is \$11.8K.
4. Building Renewal:
  - 1<sup>st</sup> capital campaign ended Nov. 30<sup>th</sup>. \$3,550,070 collected.
  - 2<sup>nd</sup> capital campaign pledges stand at \$1,916,543. \$571,737 has been received.
  - Owed to Jorgenson: \$304K withheld for punch list completion
    - \$56K kitchen equipment double billed
    - = \$248K

Respectfully,

John Olson