

CENTRAL LUTHERAN CHURCH CONGREGATION COUNCIL

MEETING MINUTES – Approved

March 24, 2020

Call to order: The tele-conference meeting was called to order at 5:30 pm by President Lisa Beane.

Members present: Pastors Peter Nycklemoe and Stephanie Friesen, Deacon Mark Sedio, Megan Bowman, Mark Erickson, Roberta Groening, John Olson, Rod Richter, Sara Stensaas, Jen Surla, Paul Troselius

Staff/Guests present: Staff Pat Hansen and 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.

Adoption of the Agenda: The Meeting Agenda was adopted.

Approval of Minutes from February Council Meeting: The Council Meeting minutes from February 25, 2020, were approved.

Financial Reports: Treasurer John Olson summarized the monthly financial reports through February 29, 2020 – 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 shared an update about member giving, parking lot revenue awareness, and long-term Foundation implications and information, with reference to the past two weeks and the effect of Covid-19 on Central's finances.

Rostered Leaders Shared Report: In addition to the written Rostered Leaders Shared Report, the Life Passages for February 2020 were received.

Life Passages for February 2020:

1. Baptisms - None
2. Weddings
 - a. **Christopher Barnes and Melanie Rake** were married on Saturday, February 1, 2020. Pastor Melissa Pohlman presided.
3. Funerals/Burial Services
 - a. Funeral for **James (Jim) A. Sample (April 20, 1940 – January 29, 2020)** was held at Central Lutheran on Sunday, February 8, 2020. Pastor Peter Nycklemoe preached, and Pastor Melissa Pohlman presided.

Information and Conversation:

1. **Covid-19 conversation, next steps and long-term reflections:** Pastor Peter and Pastor Stephanie shared updates and answered questions about how everything is going with:
 - a. On-line worship
 - b. Member care
 - c. Restoration Center
 - d. Staffing, social distance and staff limitations
 - e. Holy Week, Easter and beyond

- 2. Strategic Planning Process Update:** Lisa shared that not a lot has happened with this process but that once we are back together, things will start happening again. Pr. Stephanie shared that the Belonging team was in contact with Central's numerous small groups.
- 3. Jorgenson final payment request and retainage related to the entrance doors:** Jorgenson's final invoice was paid; both Jorgenson and Fiscal and Property agreed that \$30,000 would be retained for completion of the entrance doors.

Action Items: There were no action items for this meeting.

Closing Prayer and Adjourn: After closing with the Lord's Prayer, the meeting was adjourned at 6:40 pm.

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

Central Lutheran Church
Treasurer's Report
February 29, 2020 Financials (2 months)

	<u>Annual Budget</u>	<u>February 29, 2020</u>	<u>% of Annual Budget (16%)</u>
Income	\$2,927,750	Income \$481,496 *1	16%
Expense	<u>\$2,927,750</u>	Expense <u>\$528,865</u> *2	18%
	\$0	Deficit (\$47,369) *3	

Operating Fund	February Actual	February Budget	2020 Year-to-Date Actual	2020 Year-to-Date Budget	2019 Year-to-Date Actual	Year Over Year Change - Actual
Regular Offering	\$113,175	\$91,699	\$195,941	\$190,289	\$178,317	\$17,624
Parking	\$52,467	\$24,351	\$64,603	\$34,033	\$35,039	\$29,564
Foundation	\$69,000	\$69,000	\$138,000	\$138,000	\$127,000	\$11,000

Mission Forward Campaign Nov. 2019 – Nov. 2022	Pledged	Rec'd to Date	Remaining
Pledges: Capital Fund Drive	\$1,921,278	\$612,037	\$1,309,241
Foundation	\$252,000	\$14,000	\$238,000
Total	\$2,173,278	\$626,037	\$1,547,241
Short Term Mortgage (5 years, \$2.5M)			
	Feb. 2020 Payment	2020 YTD Payments	Current Balance
Monthly payments / balance	\$6,519	\$12,063	\$2,093,534
Expenses:			
	February 2020 Actual	Actual to Date	Total
Campaign expenses	\$0	\$86,036	\$86,036
Lump sum principle reduction	\$0	\$300,000	\$300,000
Projects	\$0	\$0	\$0
Benevolence	\$0	\$0	\$0
Total Expenses	\$0	\$386,036	\$386,036
Mission Forward: Cash on hand			\$290,121

Assets / Liabilities	2/29/20	12/31/19	2 Mo. Change
Operating Checking	\$103,002	\$45,780	\$57,222
Reserve Fund	\$152,588	\$70,472	\$82,116
Consumables (short term replacement) *4	\$96,914	\$186,428	(\$89,514)
Long Term (long term repair / replacement) *4	\$119,293	\$0	\$119,293
Mission Investment Fund Mortgage (Long and Short term)	\$8,193,040	\$8,236,021	(\$42,981)

* Notes:

1. Revenues:
 - Regular Offering: Exceeded February budget by \$21K.
 - Parking: Exceeded February budget by \$28K.
 - Foundation: On budget, \$69,000.
 - Other Revenues: \$9.5K Estate Gifts, \$3.4K Wedding and Funeral Services = \$12,877
2. Expenses:
 - Natural Gas and Electricity: Expenses came in at 74% of the February budget. YTD: 71% of budget.
3. February budgeted for a \$20K deficit, came in with a \$49K surplus. YTD: \$80K ahead of budget.
4. Replacement, repair and reserve Designated Funds:
 - Consumables – Account 800313: Designated for short term replacement of consumables and immediate repairs. During February \$119K was moved from Consumables (formerly Repair Fund) and what was called “Projects” to Long Term fund per agreement with F&P.
 - Foundation Reserve – Account 800314: The Foundation completes their audit in May of each year and usually increases their contribution. The increase is set aside in the Foundation Reserve from June through December so as to help mitigate the effect of the Foundation contribution decreasing as a result of market volatility.
 - Long Term – Account 800315: Designated for long term (10-30 years) repair/replacement.

Respectfully,

John Olson