

CENTRAL LUTHERAN CHURCH CONGREGATION COUNCIL

MEETING MINUTES – APPROVED

April 28, 2020

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

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

Staff/Guests present: Staff Pat Hansen and Obie Holmen

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 March Council Meeting: The Council Meeting minutes from March 24, 2020, were approved.

Financial Reports: Treasurer John Olson summarized the monthly financial reports through March 31, 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 updates about member giving, parking lot revenue loss projections, and PPP Forgivable Loan Process and Plan. President Lisa noted that the Council voted unanimously to approve and submit the application for the PPP Forgivable Loan.

Rostered Leaders Shared Report: The Rostered Leaders Shared Report for April 2020 was received. Also shared were updates and highlights on the Ministry Areas listed under #1 of Information and Conversation.

Life Passages for March 2020:

1. Baptisms
 - a. **Jameson John Ellstrom** and **Teagan Marie Ellstrom** (siblings – parents are Patrick and Sarah Ellstrom) were baptized Sunday, March 1, 2020 at the 10:30 a.m. service. Pastor Peter Nycklemoe and Pastor Stephanie Friesen baptized them.
2. Weddings – none
3. Funerals/Burial Services
 - a. The funeral service for **Merritt Milton Hein** (January 12, 1927 – March 7, 2020) was held at Central Lutheran March 17, 2020. Pastor Stephanie Friesen presided.

Information and Conversation:

1. **Ministry Areas:**
 - a. Worship:
 - i. Online worship/Facebook live through May 16-17
 - b. Lifelong Faith Formation and Member Care
 - i. Confirmation, Sunday School, Youth Trips, Member Calls
 - c. Community
 - i. Restoration Center, Health Commons

- d. Generosity
 - i. Thank you notes sent to Age 80+ members
 - ii. Easter Garden picture notes sent to shut-ins
 - e. Property and Facility
 - i. Current work and Mission Forward Project Bids – Work is just getting started with bids going out for the lower narthex, columbarium and garden.
 - f. Personnel
 - i. Director for Worship and Music
- 2. Strategic Planning Process Update:** Lisa shared that this work is on hold until teams can meet again.
- 3. Fiscal and Property Maintenance and Capital Replacement funds and process:** It has been advised that this process be put on hold for the foreseeable future.

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 6:30 pm.

Respectfully submitted,

Pat Hansen

Recording for Jen Surla, Council Secretary

**Central Lutheran Church
Treasurer's Report
March 31, 2020 Financials (3 months)**

	<u>Annual Budget</u>	<u>March 31, 2020</u>	<u>% of Annual Budget (25%)</u>
Income	\$2,927,750	Income \$802,880 *1	27%
Expense	<u>\$2,927,750</u>	Expense <u>\$783,465</u> *2	26%
	\$0	Surplus \$19,415 *3	

Operating Fund	March Actual	March Budget	2020 Year-to-Date Actual	2020 Year-to-Date Budget	2019 Year-to-Date Actual	Year Over Year Change - Actual
Regular Offering	\$122,968	\$107,565	\$318,909	\$297,854	\$285,882	\$33,027
Parking	\$112,614	\$52,229	\$177,217	\$86,262	\$87,268	\$89,949
Foundation	\$69,000	\$69,000	\$207,000	\$207,000	\$190,500	\$16,500

Mission Forward Campaign Nov. 2019 – Nov. 2022		Pledged	Rec'd to Date	Remaining
Pledges:	Capital Fund Drive	\$1,921,278	\$636,327	\$1,284,951
	Foundation	\$252,000	\$21,000	\$231,000
	Total	\$2,173,278	\$657,327	\$1,515,951
Short Term Mortgage (5 years, \$2.5M)				
		Mar. 2020 Payment	2020 YTD Payments	Current Balance
	Monthly payments / balance	\$51,778 *4	\$63,841	\$2,041,756
Expenses:		March 2020 Actual	Total to Date	
	Campaign expenses	\$0	\$86,036	
	Lump sum principle reduction	\$45,000	\$345,000	
	Projects	\$0	\$0	
	Benevolence	\$0	\$0	
	Total Expenses	\$0	\$431,036	
Mission Forward: Cash on hand			\$253,581	

Assets / Liabilities	3/31/20	12/31/19	3 Mo. Change
Operating Checking	\$169,848	\$45,780	\$124,068
Reserve Fund	\$152,601	\$70,472	\$82,129
Consumables (short term replacement)	\$96,914	\$186,428	(\$89,514)
Long Term (long term repair / replacement)	\$123,033	\$0	\$123,033
Foundation Reserve	\$10,603	\$10,603	\$0
Mission Investment Fund Mortgage (Long and Short term)	\$8,126,345	\$8,236,021	(\$109,676)

* Notes:

1. Revenues:
 - Regular Offering: Exceeded March budget by \$15.4K.
 - Parking: Exceeded March budget by \$60K. Revenue is a one-month record.
 - Foundation: On budget, \$69,000.
2. Expenses: Nothing out of the ordinary.
3. Financials are in a very good place for the challenges ahead:
 - March budgeted for a \$6K deficit but ended with a \$67K surplus.
 - YTD budgeted for a \$133K deficit but is at a \$19K surplus.
4. Monthly payment consisted of \$45,000 principle reduction from 100166 Mission Forward and \$6,778 scheduled monthly payment.

Respectfully,

John Olson