

CENTRAL LUTHERAN CHURCH CONGREGATION COUNCIL

MEETING MINUTES – APPROVED

May 26, 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 May Agenda: The Meeting Agenda was adopted.

Approval of Minutes from April Council Meeting: The Council Meeting minutes from April 28, 2020, were approved.

Financial Reports: Treasurer John Olson summarized the monthly financial reports through April 30, 2020 – Analysis of Revenue & Expense, Balance Sheet, Designated Fund Summary, and the Wells Fargo Account Summary, as well as the Mission Forward Campaign and Short-Term Mortgage. John and Obie also gave updates on the PPP Forgivable Loan, and the process and paper trail that is being followed. John's Treasurer's Report summary is attached to these minutes.

Rostered Leaders Shared Report: The Rostered Leaders Shared Report for May 2020 was received.

Life Passages for April 2020:

1. Baptisms – none
2. Weddings – none
3. Funerals/Burial Services
 - a. The funeral service for **Jack Gary Freitag** (December 10, 1940 – March 31, 2020) was held at the Washburn McReavy Funeral Home, Glen Haven, April 8, 2020. Pastor Peter Nycklemoe presided.
 - b. The funeral service for **Katharine Lynn Laymon** (March 23, 1969 – April 3, 2020) was held at the Gill Brothers Funeral Home, April 10, 2020. Pastor Peter Nycklemoe presided.
 - c. The funeral for **Donald “Don” Eugene Carlson** (March 25, 1929 – April 15, 2020) was held at the David Lee Funeral Home, April 22, 2020. Pastor Peter Nycklemoe presided.

Information and Conversation:

1. Re-start Central and Re-open Central DRAFT Document Review and Conversation: Pr. Peter reviewed this document and facilitated the discussion and questions that followed. The many sections of this working document included: Reopening the CLC Facility; Essentials for all members, staff, volunteers, and visitors; Guidance for Rostered Leaders and Staff as Central reopens; Housekeeping; Communications; Training; Reopening for weekday prayer and Holy Communion; In person worship suspended; Life Passages: Weddings, Funerals, and Baptisms; Choral groups; The Restoration Center.
2. Ministry Areas Quick Overview: Worship, Formation, Member Care, Restoration Center, Committee work – this was included in the Rostered Leaders Shared Report.
3. Ministry Areas on Pause: Strategic Planning Process is still on the back burner.

4. Survey Company Process: Pr. Peter and Obie continue work on this, as it moves forward.

Action Items: There were no action items for this meeting. The Council did affirm the recommendation that in-house worship be suspended until after Labor Day, and that volunteers can now begin work in the Restoration Center.

Closing Prayer and Adjourn: After blessing the Numrichs for their upcoming birth and closing with the Lord's Prayer, the meeting was adjourned at 6:45 pm.

Respectfully submitted,

Pat Hansen

Recording for Jen Surla, Council Secretary

Central Lutheran Church
Treasurer's Report
April 30, 2020 Financials (4 months)

	<u>Annual Budget</u>	<u>April 30, 2020</u>	<u>% of Annual Budget (33%)</u>
Income	\$2,927,750	Income \$1,090,404 *1	37%
Expense	<u>\$2,927,750</u>	Expense <u>\$993,886</u> *2	33%
	\$0	Surplus \$96,518 *3	

Operating Fund	April Actual	April Budget	2020 Year-to-Date Actual	2020 Year-to-Date Budget	2019 Year-to-Date Actual	Year Over Year Change - Actual
Regular Offering	\$150,649	\$149,166	\$469,559	\$447,020	\$435,048	\$34,511
Parking	\$0	\$103,823	\$177,217	\$190,084	\$191,090	(\$13,873)
Foundation	\$69,000	\$69,000	\$276,000	\$276,000	\$254,000	\$22,000
PPP Loan	48,134	\$0	\$48,134	\$0	\$0	\$48,134

Mission Forward Campaign Nov. 2019 – Nov. 2022		Pledged	Rec'd to Date	Remaining
Pledges:	Capital Fund Drive	\$1,921,278	\$745,691	\$1,175,587
	Foundation	\$252,000	\$28,000	\$224,000
	Total	\$2,173,278	\$773,691	\$1,399,587
Short Term Mortgage (5 years, \$2.5M)				
		April 2020 Payment	2020 YTD Payments	Current Balance
	Monthly payments / balance	\$13,160 *4	\$77,001	\$2,028,596
Expenses:				
		April 2020 Actual	Total to Date	
	Campaign expenses	\$0	\$86,036	
	Lump sum principle reduction	\$6,735	\$351,735	
	Projects	\$0	\$0	
	Benevolence	\$0	\$0	
	Total Expenses	\$0	\$437,771	
	Mission Forward: Cash on hand		\$279,923	

Assets / Liabilities	4/30/20	12/31/19	4 Mo. Change
Operating Checking	\$256,852 *3	\$45,780	\$211,072
Reserve Fund	\$152,612 *3	\$70,472	\$82,140
Consumables (short term replacement)	\$96,914	\$186,428	(\$89,514)
Long Term (long term repair / replacement)	\$126,774	\$0	\$126,774
PPP Forgivable Loan	\$327,750	\$0	\$327,750
Mission Investment Fund Mortgage (Long and Short term)	\$8,099,310	\$8,236,021	(\$136,711)

* Notes:

1. Revenues:
 - Regular Offering: April actual slightly ahead of budget.
 - Parking: No revenue in April. \$13K under YTD budget.
 - Foundation: On budget, \$69,000
 - PPP Forgivable Loan Transfer: \$48,134, first month.
2. Expenses: April expenses \$18K under budget which is a fluctuation.
3. Financials are strong:
 - YTD actual \$96K surplus vs. budgeted \$14K deficit.
 - Operating Checking and Reserve Fund remain at high levels.
4. Short term mortgage monthly payment:
 - \$6,736 from Mission Forward bank account and designated account for debt reduction
 - \$6,424 normal monthly payment

Respectfully,

John Olson