

# CENTRAL LUTHERAN CHURCH CONGREGATION COUNCIL

## MEETING MINUTES – APPROVED

October 27, 2020

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

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

**Members excused:** Jen Surla

**Staff/Guests present:** Staff Pat Hansen and Robert Holmen

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

**Adoption of the October Agenda:** The Meeting Agenda was adopted, with one addition to new business.

**Approval of Minutes from September Council Meeting:** The Council Meeting minutes for September 22, 2020 were approved.

**Approval of Rostered Leaders Shared Report and Ministry Area Information Reports:** These reports were approved as presented.

### Life Passages for September 2020:

1. Baptisms
  - a. **Noah Grace Wangen** (daughter of Jorgina Wangen) was baptized Saturday, September 26, 2020. Pastor Stephanie Friesen baptized Noah.
2. Weddings –
  - a. **Tom Edelen** and **Ken Hardy** were married at their home on Thursday, September 24, 2020. Pastor Peter Nycklemoe presided.
3. Funerals/Burial Services
  - a. **John Sandvik** (August 6, 1954 - September 3, 2020)
  - b. The funeral service for **Verne Marjorie (Holte) Melberg** (January 29, 1932 – July 9, 2020) was held at Central Lutheran Sunday, September 12, 2020. Pastor Peter Nycklemoe presided.
  - c. The funeral service for **Shirley Mildred (Mueller) Wiese** (October 5, 1928 – June 11, 2020) was held at Central Lutheran Sunday, September 27, 2020. Pastor Judith Stone presided.
  - d. **Ilona Laurel (Sjovall) Melgaard** (March 24, 1939 - September 9, 2020)

**Financial Reports:** Treasurer John Olson summarized the monthly financial reports through September 30, 2020 – Analysis of Revenue & Expense, Balance Sheet, Designated Fund Summary, and the Wells Fargo Account Summary. John's Treasurer's Report summary is attached to these minutes. Obie Holmen explained the timeline of the PPE forgiveness documents that were submitted in mid-September; acceptance may take place in three months. Obie also continued discussion with three

2021 Budget Scenarios with regards to parking and building usage. Obie also shared the progress being made to move all banking accounts from Wells Fargo to Alerus.

**New Business:**

The Personnel Committee has recommended that the Portico Silver + Health Insurance for Staff be maintained for 2021.

Pastor Peter explained the need for Central to become the fiscal agent for Bethany Lutheran Church with Pastor Jeffrey Schulz. Fiscal and Property has discussed this and are forwarding their recommendation.

President Lisa reviewed the Council's November 1<sup>st</sup> review date to determine if it is safe to return to in-person worship.

**Action Items:**

1. The council affirmed and approved the recommendation from the Personnel Committee to maintain Portico's Silver+ health insurance for the staff for 2021.
2. The council affirmed and approved the recommendation of Fiscal and Property for Central to become the fiscal agent for Bethany Lutheran Church.
3. The council approved February 1<sup>st</sup> as the next review date to determine if it is safe to return to in-person worship.

**Council Missional Leadership and Planning Brainstorming:** The remainder of the meeting was spent with the council dividing into two groups, brainstorming on two areas --- one involving internal member engagement and one addressing the needs of our surrounding community.

**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  
October 31, 2020 Financials (10 months)**

	<u>Annual Budget</u>	<u>October 31, 2020</u>	<u>% of Annual Budget (83%)</u>
Income	\$2,927,750	Income \$2,449,121 *1	83%
Expense	<u>\$2,927,750</u>	Expense \$2,296,321 *2	78%
	\$0	Surplus \$152,800 *3	

Operating Fund	October Actual	October Budget	2020 Year-to-Date Actual	2020 Year-to-Date Budget	2019 Year-to-Date Actual	Year Over Year Change - Actual
Regular Offering	\$72,843	\$82,566	\$957,282	\$961,996	\$950,024	\$7,258
Parking	\$0	\$10,898	\$220,640	\$403,491	\$404,497	(\$183,857)
Foundation	\$69,606	\$69,000	\$693,032	\$690,000	\$643,836	\$49,196
PPP Loan	\$0	\$0	\$327,763	\$0	\$0	\$327,763

<b>Mission Forward Campaign Nov. 2019 – Nov. 2022</b>		<b>Pledged</b>	<b>Rec'd to Date</b>	<b>Remaining</b>
<b>Pledges:</b>	Capital Fund Drive	\$1,918,618	\$920,989	\$997,629
	Foundation	\$252,000	\$70,000	\$182,000
	<b>Total</b>	<b>\$2,170,618</b>	<b>\$990,989</b>	<b>\$1,179,629</b>
<b>Short Term Mortgage (5 years, \$2.5M)</b>				
		<b>Oct. 2020 Payment</b>	<b>2020 YTD Payments</b>	<b>Current Balance</b>
	Monthly payments / balance	\$7,026 *4	\$232,057	\$1,873,540
<b>Expenses:</b>		<b>Oct. 2020 Actual</b>	<b>Total to Date</b>	
	Campaign expenses	\$0	\$86,036	
	Lump sum principle reduction	\$0	\$401,735	
	Projects	\$0	\$13,297	
	Benevolence	\$0	\$0	
	<b>Total Expenses</b>	<b>\$0</b>	<b>\$501,068</b>	
Mission Forward: Cash on hand			\$294,864	

<b>Assets / Liabilities</b>	<b>10/31/20</b>	<b>12/31/19</b>	<b>10 Mo. Change</b>
Operating Checking	\$416,183 *5	\$45,780	\$370,403
Reserve Fund	\$302,666 *6	\$70,472	\$232,185
Consumables (short term replacement)	\$131,596	\$186,428	(\$54,832)
Long Term (long term repair / replacement)	\$119,293	\$0	\$119,293
PPP Forgivable Loan	\$327,750	\$0	\$327,750
Mission Investment Fund Mortgage (Long and Short term)	\$7,858,589	\$8,236,021	(\$377,432)

\* Notes:

1. Revenues:
  - Regular Offering: October \$9.7K under budget for month. YTD \$5K under budget.
  - Parking: No revenue received in October as expected.
  - Foundation: \$69,606 received, on track.
  - PPP Forgivable Loan Transfer: SBA has approved the forgiveness.
2. Expenses:
  - Ministry Emphasis expenses \$127K under budget YTD through October.
3. YTD actual \$153K surplus vs. budgeted \$165K deficit.
4. Regular monthly payment.
5. Operating Checking: \$416K total which includes Wells Fargo CDs (\$160,150) that have been closed and funds parked in Alerus account pending investment with GS Investments, the firm used by the Foundation.
6. Reserve Fund is unchanged from September.

Respectfully,

John Olson