

CENTRAL LUTHERAN CHURCH CONGREGATION COUNCIL

MEETING MINUTES – APPROVED

February 23, 2021

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, Jeff Block, Mark Erickson, Kirsten Hash, Roberta Groening, Ann Oyen, Rod Richter, Karl Starr, Jen Surla, Paul Troselius

Staff present: Pat Hansen and Robert Holmen

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

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

Introductions and Getting Acquainted: Everyone was divided into small groups for the opportunity to introduce themselves and get acquainted with the four newest members, Jeff Block, Kirsten Hash, Ann Oyen and Karl Starr.

Approval of Minutes from January Council Meeting: The Council Meeting minutes for January 26, 2021 were approved.

Financial Reports: Treasurer Karl Starr summarized the monthly financial reports through January 31, 2021 – 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. Karl's Treasurer's Report summary is attached to these minutes. After sharing the good news that Central has received its second PPP, Obie Holmen then presented an orientation/refresher overview of these financial reports and how to read them more easily in the future. Obie encouraged anyone with further questions to give him a call.

Life Passages for January 2021:

1. Baptisms - None
2. Weddings- None
3. Funerals/Burial Services
 - a. **Donald "Don" Oscar Haines** (October 3, 1938 – December 19, 2020) funeral was held at Central Lutheran on Sunday January 3, 2021. Pastor Peter Nycklemoe preached. Pastor Melissa Pohlman presided.
 - b. **Duane Marion Jergenson** (September 16, 1946 – December 27, 2020) funeral was held at Central Lutheran on Sunday, January 17, 2021. Pastor Peter Nycklemoe presided.
 - c. **Mable Orr Gullikson** (December 8, 1922 – January 11, 2021)

On Board Information: The remainder of the meeting was used as an orientation/refreshers time for new and continuing council members. The following items were covered:

1. Council packets/notebooks
2. Annual Report 2020
3. Working Document, Reopening Central – COVID 19 guide
4. Council roster and contact information
5. Staff list and contact information
6. Council Summary of Strategic Plan Work, Fall 2020
7. Strategic Planning Framework Document, Pentecost 2018
8. Constitution
9. Personnel (HR) Manual and Core competencies
10. Congregation Council Mission Overview 2016
11. Committee and Task Force Overview
12. 2021-2022 Council Meeting Dates
13. Emails and communications, mailboxes and details
14. Central Lutheran Foundation, Parking and Events
15. Shared Rostered Leaders reports – December sample; the rostered leaders also shared updates on their ministry area.

Action Items:

Through an earlier email vote, the council unanimously approved a corporate resolution granting signing and other authority to Robert Holmen as Director of Finance regarding the Paycheck Protection Program, Second Draw Borrower Application.

Reflections: President Lisa shared her reflections about the past year on Council, COVID and the Strategic Plan work that was accomplished thus far. She encouraged council members to consider what they want to accomplish over the next year.

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
January 31, 2021 Financials (1 month)

	Annual Budget		Jan 31, 2021	Note	% of Ann Budget (8.3%)
Income	\$2,455,000	Income	\$229,093		9.3%
Expense	\$2,766,379	Expense	\$253,269		9.2%
	(\$311,379)	Surplus (Deficit)	(\$23,651)	1	

Operating Fund

Revenue Source	January Actual	January Budget	2021 Year-to-Date Actual	2021 Year-to-Date Budget	2020 Year-to-Date Actual	Year Over Year Change - Actual
Regular Offering ²	\$131,204	\$90,000	\$131,204	\$90,000	\$81,766	\$49,438
Parking ³	\$0	\$0	\$0	\$0	\$12,136	(\$12,136)
Foundation ⁴	\$81,000	\$81,000	\$81,000	\$81,000	\$69,000	\$12,000
PPP Loan ⁵	\$0	\$0	\$0	\$0	\$0	\$0

Mission Forward Campaign Nov 2019 – Nov 2022

Pledges	Pledged	Rec'd to Date	Remaining
Members	\$1,918,618	\$1,239,127	\$679,491
CLC Foundation	\$252,000	\$91,000	\$161,000
Total	\$2,170,618	\$1,330,127	\$840,491
Short Term Mortgage (5 years, \$2.5M)			
	Jan 2021 Payment	2021 YTD Payments	Current Balance
Total monthly P&I payment / balance ⁶	\$12,183	\$12,183	\$1,852,234
Expenses:			
	Jan 2021 Actual	Total to Date	
Campaign expenses	\$0	\$86,036	
Lump sum principal reduction	\$0	\$401,735	
Projects – lower narthex	\$0	\$177,887	
Benevolence	\$0	\$50,000	
Total Expenses	\$0	\$715,658	
Mission Forward: Cash on hand			\$390,589

Assets / Liabilities

	Jan 2021	Dec 2020	1 Mo. Change
Operating Checking	\$266,047	\$242,829	\$23,218
Reserve Fund	\$202,783	\$202,755	\$28
Repair Fund (short-term replacement)	\$152,076	\$105,126	\$46,950
Long-Term (long-term repair / replace)	\$100,000	\$119,293	(\$19,293)
ELCA MIF Mortgages – Long & Short-term			
	\$7,794,188	\$7,815,467	(\$21,279)

NOTES:

¹ Approved budget projects a deficit of \$311,379 to be covered by cash reserves. Ample cash balances should remain at the end of 2021.

² Regular offering currently ahead of budget due to early fulfillment of several pledges (e.g. gifts of stock, etc.)

³ No parking revenue received, as expected.

⁴ Foundation grant increased by 17% over 2020 due to strong investment performance.

⁵ Round 2 PPP loan applied for. Approval is uncertain.

⁶ Payment includes \$5,132 in interest and \$7,051 in principal reduction. Additional lump-sum principal payment ±\$300,00 anticipated within next month or two.

Respectfully submitted,

Karl R. Starr, Treasurer