

CENTRAL LUTHERAN CHURCH CONGREGATION COUNCIL

MEETING MINUTES – APPROVED

April 27, 2021

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

Members present: Pastors Peter Nycklemoe and Stephanie Friesen, Deacon Mark Sedio, Jeff Block, Mark Erickson, Roberta Groening, Kirsten Hash, Ann Oyen, Rod Richter, Karl Starr, Jen Surla, Paul Troselius

Members excused: Pastor Melissa Pohlman

Staff present: Pat Hansen and Robert Holmen

Devotional & Christ Care Prayers: Pastor Peter shared a devotion and invited all to share their joys, sorrows, concerns, and thanksgivings, which were then lifted in prayer.

Adoption of the April Agenda: The Meeting Agenda was adopted, after one modification.

Approval of Minutes from March Council Meeting: The Council Meeting minutes for March 23, 2021 were approved, with one deletion. Also approved were the Rostered Leader's Shared Report for April, 2021.

Financial Reports: Treasurer Karl Starr summarized the monthly financial reports through March 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.

Life Passages for March 2021:

1. Baptisms - None
2. Weddings - None
3. Deaths/Funerals/Burial Services –
 - a. **Joseph George Drake** (October 2, 1921 – March 27, 2021)
 - b. **Illona I. Mahadeo** (March 9, 1946 – March 31, 2021)

Information and Conversation:

1. Working Document #2, Reopening Central
 - a. Re-open date conversation based on vaccination rate took up the remainder of this meeting. Central's decision will be made by June 1st, allowing the staff to draft communication strategies for Council approval and to work on all of the layers necessary to make this transition as easy and comfortable as possible. Food trucks also will be available starting July 11th, making community interaction easier outside on the North Plaza.
2. Formation of two Task Forces
 - a. Digital Community Group with Jen Surla and Pr. Stephanie volunteering to be part of.
 - b. "Telling the Story" Group
 - c. Council members are asked to suggest names of people to serve on these groups.

Action Item:

3. Fiscal and Property Recommendation

- a. F and P Motion to Complete Building Renewal and Mission Forward Work: Chiller replacement following the survey/architect error which resulted in the glycol tank removal: \$114,000 bid to replace existing chillers with more energy efficient chillers that are designed for the system without the glycol tanks; Middle and High School Youth Room commercial grade furniture, which completes the lower narthex project: \$20,000; Pump replacement for the heating and cooling related to the new chillers and glycol tank project: \$45,000; Total expenses: \$179,000
 - b. Funds for this work: \$90,000 settlement, reduced by legal fees of \$39,782, leaving \$50,218; Mission Forward fund balance of \$143,000, with the commitment to retain 3-months ($\$12,183 \times 3 = \$36,549$) for reserves, so \$100,000 available, remaining balance from consumable fund.
- The council unanimously approved the recommendation of Fiscal & Property Committee to complete the Building Renewal and Mission Forward work of chiller replacement, Middle and High School Youth Room commercial grade furniture, and pump replacement for the heating and cooling related to new chillers.

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
March 31, 2021 Financials (3 months)**

	Annual Budget	Mar 31 YTD	% of Ann Budget (25%)
Income	\$2,455,000	\$663,829	27.0%
Expense	\$2,766,379	\$711,480	25.7%
Surplus (Deficit)	(\$311,379) ⁱ	(\$47,650)	15.3%

Operating Fund

Revenue Source	March Actual	March Budget	2021 Year-to-Date Actual	2021 Year-to-Date Budget	2020 Year-to-Date Actual	Year Over Year Change - Actual
Regular Offering	\$146,286 ⁱⁱ	\$110,000 ⁱⁱⁱ	\$336,339	\$290,000	\$313,510	\$22,829
Parking	\$10,000 ^{iv}	\$0	\$10,000	\$0	\$177,217	(\$167,217)
Foundation	\$81,000	\$81,000	\$243,000	\$243,000	\$207,000	\$36,000
PPP Loan	\$0	\$0	\$0 ^v	\$0	\$0	

Mission Forward Campaign Nov 2019 – Nov 2022

Pledges	Pledged	Rec'd to Date	Remaining
Members	\$1,918,618	\$1,304,809	\$613,809
CLC Foundation	\$252,000	\$105,000	\$147,000
Total	\$2,170,618	\$1,409,809	\$760,809
Short Term Mortgage (5 years, \$2.5M)			
	Mar 2021 Payment	2021 YTD Payments	Current Balance
Total monthly P&I payment / balance	\$12,183	\$336,549	\$1,532,024
Expenses:			
	Mar 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			\$145,285

Assets / Liabilities

Select Key Assets:	Mar 2021	DEC 2020	3 Mo. Change
Operating Checking	\$272,170	\$242,829	\$29,341
Reserve Fund	\$500,042	\$202,755	\$297,287
Repair Fund (short-term replacement)	\$152,076	\$105,126	\$46,950
Long-Term (long-term repair / replace)	\$100,000	\$119,293	(\$19,293)
Select Key Liabilities:			
ELCA MIF Mortgages – Long & Short-term	\$7,443,839	\$7,815,468	(\$371,629)
PPP Round 2 loan	\$326,900 ^{vi}	\$0	\$326,900

ⁱ Approved budget included projected deficit of \$311,379, to be funded from reserves. However, once Round 2 PPP loan is forgiven, we should be on track for a balanced budget.

ⁱⁱ March offering in excess of budget primarily reflects early fulfillment of a few annual pledges (e.g. through gifts of appreciated stock.)

ⁱⁱⁱ Budget amount shown reflects five Sundays of recorded contributions (Feb 28 through Mar 28), rather than the usual four Sundays.

^{iv} Amount shown is a contribution from Augsburg University. This annual contribution is intended to offset parking revenue lost when it was decided to provide free parking for Augsburg's annual Advent Vespers. Augsburg made the contribution this year, even though there was no audience in attendance for the 2020 vespers service.

^v Round 2 PPP loan proceeds of \$326,900 received in February. PPP funds will not be counted as "revenue" until the loan is forgiven.

^{vi} PPP loan received in February. Entire loan amount will be listed as a liability until the loan is officially forgiven.

Respectfully submitted,

Karl R. Starr
Treasurer