

Faith Lutheran Church
 Minutes of Congregation Council Meeting
 December 16, 2021

The meeting was called to order at 7:20 PM by Jeff Cowan.

ROLL CALL:

		Present	Absent
Senior Pastor	Pastor Jill Collict	X	
President	Jeff Cowan	X	
Vice-President/Personnel	Phil Ludvigsen	X	
Secretary	Colleen Marvits	X	
Treasurer *	Jim Mastakas	X	
Financial Secretary*	Dale Tyson	X	
Committee	Liaison		
Christian Education	Beth Noble	X	
Evangelism	Sarah Ponsini	X	
Finance	Paul Dankers	X	
Property	Mike Pfau	X	
Long Range Planning	Phil Ludvigsen	X	
Social Ministry	Charlotte Illein	X	
Stewardship	Mike Volpe		X
Re-Entry/At-Large	Susan Flynn	X	
Worship and Music	Colleen Marvits	X	
Youth Ministry	Christine Mastakas		X
At-Large	Izzy Volpe		X

*Indicates non-voting member +Indicates Visitor

Pastor Jill led a devotion.

Welcome and getting to know each other.

MOTION: Motion by Sarah Ponsini to accept the November 16 Council Meeting minutes, with one change, was seconded by Susan Flynn. Motion passed.

Pastor Jill reviewed her report.

COMMITTEE REPORTS

Christian Education

Committee has not met since last Council meeting. Next meeting is scheduled for Wednesday, January 12 at 7:15 (Zoom)

Evangelism

College care packages will no longer be sent out in the Spring, Fall only.

Next Meeting: Monday, January 3 at 7:15

Finance

Financial Secretary's Report:

After a good October, we had an off month in Nov. Excluding special benevolence, we fell short of total budgeted receipts by \$1,474, with envelopes representing 2,278 of the negative variance. The major reason for the negative results was the absence of several members, which hopefully will be made up in Dec.

Highlights include:

- Nov envelopes were below budget by 2,278
- Plate exceeded budget by 840
- Other receipts were also above budget due to fruit for seniors
- As a result of above, total receipts were \$1,474 below budget excluding special benevolence
- YTD envelopes are now 6,152 above budget due to one time receipts, and the catchup of some members in Oct. Plate now is positive vs budget YTD by 472, other receipts are ahead by 248, and grand total receipts are 6,256 above budget excl special benevolence
- Vs prior year for the 6 month period, envelopes are approx 8,000 below last year. And total receipts excl spec benev are approx 5,000 below as plate, flowers and other receipts were higher.

Treasurer's Report:

November 2021 realized \$18,695 in Revenue and \$-6,616 in Net Loss.

- Revenue was -\$1,524 vs. budget (lower envelopes, partially offset by plate) and Expenses were +\$3,615 lower than budget (mostly Mutual Ministry due to lower employee benefits and lower property)

November YTD 2021 realized \$129,263 in Revenue and \$-32,972 in Net Loss.

- Revenue was above budget by +\$6,247 due to higher envelopes, partially offset by lower flower donations.
- Expenses were under budget by +\$10,804
 - Lower employee benefits – Colleen no longer in Faith's benefit program
 - Lower Church maintenancce, from lower repairs, cleaning costs, snow removal. This more than offset higher costs of parsonage
 - Lower Church utilities
 - Lower Christian Education, mostly vacation Bible school
 - Lower Pastorate expenses
 - Timing of Pulpit and Office Admin Supply
- Overall, YTD Loss before Budget Gap was +\$17,398 lower than budget

MOTION: Motion to accept the November financial reports was made by Sarah Ponsini and seconded by Beth Noble. Motion passed.

Long Range Planning – No report

Personnel

- Gift of Love letter distribution of donations was discussed.
- Next year, Gift of Love letters should be sent out the Monday prior to Thanksgiving.

Property

Committee has not met since last Council meeting. Next meeting, January 11th at 7:15pm via Zoom.

Re-Entry

Survey sent to congregation asking about Christmas Eve service plans. None of the services seem to have too many people planning on attending that would cause a problem with seating. Additional seating in the narthex is being planned. A meeting will be held next week to discuss how to address a rise in number of cases.

Social Ministry – No report

Stewardship

- Stewardship; starting conversation about next year. Need to make sure congregation isn't overwhelmed with gathering fundraising and stewardship.
- Time and talent should be reviewed.

Worship & Music – Colleen Marvits provided the following report:

- Poinsettia/Decorations – ordered; sanctuary will be decorated Christmas Eve.
- Artificial wreath purchased and installed on the rear wall of the narthex.
- Youth group put up and decorated a tree in the narthex.
- Longest Night service – Wednesday, December 22.
- Christmas Eve
 - Family oriented service at 5:00 PM. Children's message will include giving a wood home ornament to the children.
 - Traditional services at 7:00 PM and 9:00 PM.
 - Handheld LED candles will be used during the 5:00 PM service only.
- Communion – continue using pre-filled cups until pouring chalice is ordered.
- Altar candles – looking into wax candles to prevent waste of throwing away plastic candles currently being used.
- Online attendance has been low – continue to watch numbers. Will discuss live-streaming vs. record and post. Possibly create a YouTube page.
- December 26 service will be "Lessons and Carols."

Next meeting: TBD

Youth Ministry

The committee has not met since the last Council meeting. Next meeting: January 5, 7:15 PM via Zoom

Calendar Review

Old Business

- Council reminded to reach out to members of the congregation to check in.
- Council vacancy – check with nominating committee about person who showed interest in May.

New Business

- Hold new member meeting in January/February.

Next Council Meetings

- Tuesday, January 18 at 7:15 PM
- Tuesday, February 15 at 7:15 PM

MOTION: Motion to adjourn the meeting was made by Sarah Ponsini and was seconded by Paul Dankers. Motion passed.

Pastor closed with a sending prayer.
The meeting was adjourned at 8:38 PM.

Respectfully submitted,
Colleen Marvits, Council Secretary

**Faith Lutheran Church
Operating Fund
Statement of Revenues and Expenses
For the Six Months Ended
November 30, 2021**

	Approved Budget	Year to Date		Over / (Under) Budget
		Budget	Actual	
Revenue				
Envelopes	\$ 239,049	118,375	124,527	6,152
Plate Offering	4,000	2,000	2,471	471
Special Offering	3,300	100	100	-
Sunday Church School	130	20	135	115
Flowers	2,500	1,250	520	(730)
Other Receipts	1,600	800	1,191	391
PPP/ERC	24,673	-	-	-
Interest Income	942	471	318	(153)
Total Revenue	276,194	123,016	129,263	6,247
Special Benevolence	-	-	3,893	3,893
Total Revenue after Special Benevolence	276,194	123,016	133,156	10,140
Mutual Ministry				
Senior Pastorate Salary, Allowances and Other	105,558	52,829	52,164	(665)
Vice Pastor	-	-	-	-
Administrative Support	36,654	18,327	18,307	(20)
Music Director	25,343	12,672	12,648	(23)
Youth Director	9,589	4,795	4,786	(9)
Social Security Taxes	5,369	2,685	2,733	49
Other Employee Benefits	13,898	6,949	3,674	(3,275)
Professional Development	900	600	680	80
Workers Compensation Insurance	1,365	683	465	(217)
Office Administrator Supply	300	300	-	(300)
Organist Supply	540	270	300	30
Pulpit Supply	1,012	506	-	(506)
Computer Software & Maintenance	2,947	1,473	1,994	521
Administrative Supplies	2,031	1,015	989	(27)
Copier Expense	1,337	669	558	(111)
Postage	326	163	8	(155)
Payroll Service	2,729	1,365	1,301	(63)
	209,898	105,299	100,607	(4,692)
Worship & Music				
License Copyright & Music	900	650	34	(616)
Organ Maintenance	160	80	-	(80)
Worship Supplies	900	450	1,759	1,309
Flowers	2,500	1,250	361	(889)
Bell Refurbishing	-	-	-	-
	4,460	2,430	2,154	(276)
Property Maintenance				
Maintenance and Utilities - Church	40,868	21,827	16,840	(4,987)
Maintenance and Utilities - Parsonage	6,936	3,238	3,967	729
Insurance	7,023	3,512	3,832	320
	54,827	28,576	24,639	(3,937)

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	Approved Budget	Year to Date		Over / (Under) Budget
		Budget	Actual	
Christian Education				
Church School	1,000	575	687	112
Vacation Church School	750	750	-	(750)
Adult Education	200	200	153	(47)
Devotional Literature	900	450	587	137
Confirmation	200	150	45	(105)
	3,050	2,125	1,471	(654)
Youth Group				
Youth Gathering	500	250	250	(0)
Youth Group Activites - Other	700	220	-	(220)
	1,200	470	250	(220)
Evangelism				
Advertising & Publicity	195	98	-	(98)
Convention/ Conferences (Lay)	790	-	-	-
Evangelism Campaign	700	350	70	(280)
Fellowship & Hospitality	150	75	-	(75)
New Members	150	-	-	-
	1,985	523	70	(452)
Social Ministry				
Synod Benevolence	24,773	12,386	12,386	-
Compensation Aid Fund	637	319	250	(69)
Cross Roads	-	-	25	25
World Hunger	-	-	-	-
Local	-	-	-	-
	25,410	12,705	12,661	(44)
Finance				
Church Mortgage	41,460	20,730	20,730	-
Finance	529	529	-	\$ (529.47)
Extra Debt Reduction	-	-	-	-
	41,989	21,259	20,730	(529)
Stewardship Campaign	200	-	-	-
Capital Improvement Fund	5,000	-	-	-
Equipment Fund	-	-	-	-
Total Expenses	348,019	173,387	162,583	(10,804)
Special Benevolence/Social Ministry- Other	-	-	3,545	3,545
Total Expenses after Special Benevolence	348,019	173,387	166,128	(7,259)
Income (Loss) Before Budget Gap	(71,825)	(50,371)	(32,972)	17,398
Budget Gap	71,825	50,371		(50,371)
Income (Loss)	\$ -	-	(32,972)	(32,972)

Faith Lutheran Church
Operating Fund
Statement of Revenues and Expenses
For the One Month Ended
November 30, 2021

	Approved Budget	Year to Date		Over / (Under) Budget
		Budget	Actual	
Revenue				
Envelopes	\$ 239,049	19,346	17,068	(2,278)
Plate Offering	4,000	333	1,173	840
Special Offering	3,300	100	100	-
Sunday Church School	130	20	72	52
Flowers	2,500	208	60	(148)
Other Receipts	1,600	133	194	61
PPP/ERC	24,673	-	-	-
Interest Income	942	78	28	(51)
Total Revenue	276,194	20,220	18,695	(1,524)
Special Benevolence	-	-	167	167
Total Revenue after Special Benevolence	276,194	20,220	18,862	(1,357)
Mutual Ministry				
Senior Pastorate Salary, Allowances and Other	105,558	8,530	8,317	(214)
Vice Pastor	-	-	-	-
Administrative Support	36,654	2,820	2,820	(0)
Music Director	25,343	1,949	1,949	(0)
Youth Director	9,589	738	738	(0)
Social Security Taxes	5,369	413	421	8
Other Employee Benefits	13,898	1,277	374	(903)
Professional Development	900	300	290	(10)
Workers Compensation Insurance	1,365	114	116	3
Office Administrator Supply	300	-	-	-
Organist Supply	540	135	-	(135)
Pulpit Supply	1,012	-	-	-
Computer Software & Maintenance	2,947	246	193	(52)
Administrative Supplies	2,031	169	177	8
Copier Expense	1,337	334	281	(53)
Postage	326	27	-	(27)
Payroll Service	2,729	210	199	(11)
	209,898	17,262	15,875	(1,386)
Worship & Music				
License Copyright & Music	900	42	-	(42)
Organ Maintenance	160	-	-	-
Worship Supplies	900	75	288	213
Flowers	2,500	192	-	(192)
Bell Refurbishing	-	-	-	-
	4,460	309	288	(21)
Property Maintenance				
Maintenance and Utilities - Church	40,868	3,750	2,111	(1,638)
Maintenance and Utilities - Parsonage	6,936	537	404	(133)
Insurance	7,023	585	639	53
	54,827	4,872	3,154	(1,718)

**Faith Lutheran Church
Operating Fund
Statement of Revenues and Expenses
For the One Month Ended
November 30, 2021**

	Approved Budget	Year to Date		Over / (Under) Budget
		Budget	Actual	
Christian Education				
Church School	1,000	125	-	(125)
Vacation Church School	750	-	-	-
Adult Education	200	-	-	-
Devotional Literature	900	75	558	483
Confirmation	200	-	-	-
	3,050	200	558	358
Youth Group				
Youth Gathering	500	42	42	(0)
Youth Group Activites - Other	700	220	-	(220)
	1,200	262	42	(220)
Evangelism				
Advertising & Publicity	195	16	-	(16)
Convention/ Conferences (Lay)	790	-	-	-
Evangelism Campaign	700	58	-	(58)
Fellowship & Hospitality	150	12	-	(12)
New Members	150	-	-	-
	1,985	86	-	(86)
Social Ministry				
Synod Benevolence	24,773	2,064	2,064	-
Compensation Aid Fund	637	53	42	(11)
Cross Roads	-	-	-	-
World Hunger	-	-	-	-
Local	-	-	-	-
	25,410	2,117	2,106	(11)
Finance				
Church Mortgage	41,460	3,455	3,455	-
Finance	529	529	-	(529)
Extra Debt Reduction	-	-	-	-
	41,989	3,984	3,455	(529)
Stewardship Campaign	200	-	-	-
Capital Improvement Fund	5,000	-	-	-
Equipment Fund	-	-	-	-
Total Expenses	348,019	29,093	25,478	(3,615)
Special Benevolence/Social Ministry- Other	-	-	-	-
Total Expenses after Special Benevolence	348,019	29,093	25,478	(3,615)
Income (Loss) Before Budget Gap	(71,825)	(8,873)	(6,616)	2,258
Budget Gap	71,825	8,873		(8,873)
Income (Loss)	\$ -	-	(6,616)	(6,616)

**Faith Lutheran Church
Other Funds
Fund Balance Activity
November 30, 2021**

		Receipts	Disbursements	Transfers	
Fund	6/1/2021	& Other	& Other	& Other	11/30/2021
	Balance	Increases	Decreases	Changes	Balance
Ministry Gift Fund	139				139
Ministry Gift Fund 2	40,839				40,839
Organ Fund	-				-
Youth	4,424	1,145	1,050		4,519
Capital Improvement	14,986				14,986
Equipment	-				-
GWF Mortgage Reserve	20,730				20,730
Memorials & Designated Gifts	11,043	8,800			19,843
Operating Fund Carryforward	18,045				18,045

**FAITH LUTHERAN CHURCH
REPORT OF THE FINANCIAL SECRETARY
6 MONTHS THRU NOVEMBER 2021**

CURRENT MONTH	ACTUAL RECEIPTS	BUDGET	AHEAD/ (BEHIND)	% INCR VS BUDGET	PRIOR YR RECEIPTS	% INCR VS PRIOR YR
<u>Envelopes-Operating Fund</u>	17,068	19,346	(2,278)	-11.8%	24,293	-29.7%
	0	0	0	#DIV/0!	0	#DIV/0!
Total Envelopes	17,068	19,346	(2,278)	-11.8%	24,293	-29.7%
<u>Special Holiday Offering</u>	100	100	0	0.0%	123	-18.7%
<u>Plate</u>	1,173	333	840	252.3%	0	#DIV/0!
<u>Sunday School</u>	72	20	52	260.0%	0	#DIV/0!
<u>Vacation Church School</u>	0	0	0	#DIV/0!	0	#DIV/0!
<u>Flowers</u>	60	208	(148)	-71.2%	0	#DIV/0!
<u>PPP Loan/Forgiveness/ERC</u>	0	0	0	#DIV/0!		#DIV/0!
<u>Other Receipts</u>	194	134	60	44.8%	139	39.6%
Subtotal Receipts excl Spec Benev	18,667	20,141	(1,474)	-7.3%	24,555	-24.0%
<u>Special Benevolence Appeals</u>	167	0	167	#DIV/0!	5	3240.0%
TOTAL OPER FUND RECEIPTS	18,834	20,141	(1,307)	-6.5%	24,560	-23.3%
	0				0	
<u>Non Operating Receipts</u>	<u>5,100</u>				<u>(1,374)</u>	
Total Receipts	23,934				23,186	
CUMULATIVE YEAR TO DATE						
<u>Envelopes-Operating Fund</u>	124,527	118,375	6,152	5.2%	132,422	-6.0%
	0	0	0	#DIV/0!	0	#DIV/0!
TOTAL ENVELOPES	124,527	118,375	6,152	5.2%	132,422	-6.0%
<u>SPECIAL HOLIDAY OFFER</u>	100	100	0	0.0%	178	-43.8%
<u>PLATE</u>	2,471	1,999	472	23.6%	192	1187.0%
<u>SUNDAY SCHOOL</u>	135	20	115	575.0%	0	#DIV/0!
<u>VACATION CHURCH SCHOOL</u>	0	0	0	#DIV/0!	0	#DIV/0!
<u>FLOWERS</u>	520	1,250	(730)	-58.4%	140	271.4%
<u>PPP Loan/Forgiveness/ERC</u>	0	0	0	#DIV/0!	0	#DIV/0!
<u>OTHER RECEIPTS</u>	1,049	801	248	30.9%	725	44.6%
Subtotal Receipts excl Spec Benev	128,801	122,545	6,256	5.1%	133,657	-3.6%
<u>Special Benevolence Appeals</u>	3,737	0	3,737	#DIV/0!	430	769.1%
TOTAL OPER FUND RECEIPTS	132,539	122,545	9,994	8.2%	134,087	-1.2%
	0	0	0		0	
<u>Non Operating Receipts</u>	<u>18,071</u>				<u>4,670</u>	
Total Receipts	150,610				138,757	

**FAITH LUTHERAN CHURCH
REPORT OF THE FINANCIAL SECRETARY
6 MONTHS THRU NOVEMBER 2021**

	Current Mo ACTUAL RECEIPTS	Current Mo BUDGET	AHEAD/ (BEHIND)	YTD ACTUAL RECEIPTS	YTD BUDGET	AHEAD/ (BEHIND)	Prior Year ACTUAL RECEIPTS
<u>OTHER CURRENT RECEIPTS</u>							
<u>Special Requests</u>							
- College Care pkgs	0		0	75.00		75	0
- Undesignated	85	17	68	85.00	100	(15)	0
Total Special Requests	85	17	68	160.00	100	60	0
- Weddings/Baptisms/Funerals	0	34	(34)	500.00	200	300	500
- Building Use	0	0	0	0.00	0	0	0
- Thrivent Choice/Corp Gift Match	0	17	(17)	0.00	100	(100)	95
- Confirmation	0	0	0	0.00	0	0	0
- Gain/(Loss)-Sale of Stock	0	0	0	46.30	0	46	0
- CC Offset Fees	4	17	(13)	11.89	100	(88)	0
- Designated Receipts for Expenses	0	0	0	0.00	0	0	0
- Special Gifts	0	0	0	0.00	0	0	0
- Miscellaneous	105	50	55	330.35	300	30	130
TOTAL OTHER RECEIPTS	194	134	60	1,048.54	801	248	725
<u>Non Operating Receipts</u>							
- Memorial Fund	6,400			8,800.00			2,800
- Organ Fund	0			0.00			0
- Special Ministry Fund	0			0.00			0
- Gift of Love	100			100.00			100
- Youth Sales/Trips	550			1,144.69			643
- Prepaid Envelopes Fut Period	(1,921)			8,026.38			(6,622)
- Expense Reimbursements	(30)			0.10			7,750
- Other	0			0.00			0
TOTAL NON OPERATING RECEIPT	5,100			18,071.17			4,670
<u>Special Benevolence</u>							
- 2 x 4 Challenge (Hurr Sandy)			0	0	0	0	0
- ELCA Appeals/Blankets			0	150	0	150	0
- Crop Walk			0	30	0	30	155
- Ship Disaster Relief	167		167	3,532	0	3,532	0
- Request from Synod			0	0	0	0	0
- Souper Bowl			0	0	0	0	0
- Crossroads			0	25	0	25	275
- Walk for Water			0	0	0	0	0
- SS Projects (Global BY)			0	0	0	0	0
- Local + Food Pantry			0	0	0	0	0
Total Special Benevolence	167	0	167	3,737	0	3,737	430