

Faith Lutheran Church
 Minutes of Congregation Council Meeting
 January 18, 2022

The meeting was held via Zoom and called to order at 7:19 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
	Tom Marvits+	X	

*Indicates non-voting member +Indicates Visitor

Pastor Jill led a devotion.

Tom Marvits was present at the start of the meeting to discuss the rechartering of Cub Scout Pack 189. He has been informed that the Pack will most likely be disbanded when the current members move up to Boy Scouts in May or June of this year. He will be speaking with Patriot's Path Council to determine what is done with the Pack's assets. Tom will report back to Faith's council once this conversation takes place and an inventory of assets is completed.

Welcome and getting to know each other.

MOTION: Motion by Sarah Ponsini to accept the December 16 Council Meeting minutes and was seconded by Beth Noble. 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 19 at 7:15 PM (Zoom).

Evangelism – Sarah Ponsini provided the following from the January 3 meeting:

- Christmas in July
 - Impromptu Christmas program, carols, baked goods, candles, movie?
 - Decorate the church with the Christmas stuff we have
 - Host a collection- giving tree, socks or PJs, all of the above?
 - Can tease it throughout the month in church with songs, food, outfits, feather banner, etc.
 - Can do it July 24th
 - Where do we put it out on social media to draw attention from the community?
 - Council- do other committees have interest in helping or adding to it?
- Other events
 - Memorial day parade – 5/28
 - Picnic – 9/18
 - Lenten suppers
 - Group of regulars in the past – about 6 to 10 people
 - We still think it's worth it, even if it is a small group
 - Covid question – can we do this according to the reopening committee? Is it the right thing to do when we are in the place we're at? (*Will wait for direction from the Re-Entry Committee.*)
 - Dates – Wednesdays from March 9 to April 13
 - Fastnacht
 - 2/27?
 - Definitely want to keep in mind for the future
 - Burning ashes
 - Late February
 - Can also become a time for fellowship as well as learning about our religion
 - Bring your own chair and blanket
 - Feather Banner
 - Will take down after 1/6
 - Do we want a banner for Easter?
 - * Do we have the money or does the council want us to limit spending?
 - * Kelly will look into some banners- will discuss and make decision at the next meeting

Next meeting: Monday January 31

Finance

Financial Secretary's Report:

We had a fantastic Dec after an off month in Nov. Excluding special benevolence, we were ahead in all categories of budgeted receipts both for the month and YTD, and as a result exceeded budgeted receipts by \$13,134 for the month, with envelopes representing 10,330 of the positive variance. The major reason for the positive results was the \$6,000 donation of one

member over and above their normal giving, and the catchup of a couple key contributors whereby they made no donation in Nov but had multiple months of donations in Dec., in addition to once or twice a year donations.

Highlights include:

- Dec envelopes were above budget by 10,330
- Plate exceeded budget by 959, and holiday offering was higher by 847
- Other receipts were also above budget by 731 due to wedding donations and a contribution towards the cost of the more expensive communion kits
- As a result of above, total receipts were \$13,134 above budget excluding special benevolence
- YTD envelopes are now 16,482 above budget due to one time receipts, and the catchup of some members in Dec. Plate and holiday offering is also positive vs budget YTD by 1,431 and 847 respectively, other receipts are ahead by 978, **all contributing to grand total receipts being 19,391 above budget excl special benevolence**
- Vs prior year for the 7 month period, envelopes are still approx 5,500 below last year. However total receipts excl spec benev are virtually the same as plate, holiday, flowers and other receipts were higher and offset the env decrease

Treasurer's Report:

December 2021 realized \$35,591 in Revenue and \$6,030 in Net Income.

- Revenue was +\$12,722 vs. budget (higher across all categories) and Expenses were +\$2,662 lower than budget (mostly Maintenance & Utilities at Church and Parsonage and Mutual Ministry due to lower employee benefits)

December YTD 2021 realized \$164,704 in Revenue and \$-27,260 in Net Loss.

- Revenue was above budget by +\$18,819 due to higher envelopes, plate and holiday, partially offset by lower flower donations.
- Expenses were under budget by +\$13,621
 - Lower employee benefits – Colleen no longer in Faith's benefit program
 - Lower Church maintenance, from lower repairs, cleaning costs, snow removal.
 - Lower Church utilities (mostly gas)
 - Lower Christian Education, mostly vacation Bible school
 - Lower Pastorate expenses
 - Timing of Pulpit and Office Admin Supply

Overall, YTD Loss before Budget Gap was +\$32,465 lower than budget. Good combination between higher revenue and lower expenses.

MOTION: Motion to accept the December financial reports was made by Sarah Ponsini and seconded by Phil Ludvigsen. Motion passed.

Long Range Planning

A survey on core values is being planned, results will help to update Faith's mission statement.

Next meeting is scheduled for Wednesday, January 26.

Personnel

- Gift of Love checks were distributed to staff.
- Draft of job descriptions has been completed and will be discussed with staff soon, hopefully in person.

Property – Mike Pfau provided the following from the January 4 meeting:

- Direct Install update: The HVAC unit has not been received by the installer, still waiting. Barbara will call to check on status at the end of February.
- The darker siding will be painted on the workday in the spring.
- Light by the back door is not working properly. Will consider replacing the two fixtures in the Spring.
- Parsonage gutters should be cleaned out in the Spring (or sooner weather permitting).
- The hose at the kitchen sink is still leaking. Colleen said that it leaks when you turn the water on. Probably should replace the hose fixture.
- The vacuum at church has been discarded as it was a safety hazard. The congregation was asked to see if anyone had an extra. Jodi D. does and is happy to donate the vacuum. Thank You Jodi!!
- Victors was at church for the fall maintenance, waiting on the report.
- Caught some kids on the Ring camera messing around in the parking lot, due to the incidents at Mary Mother Of God church it was reported to the police.

Next meeting: February 8th 7:15pm via ZOOM

Re-Entry Committee

The committee has been meeting bi-weekly regarding the recent spike in cases. Our current recommendation is to have online services through the month of January. We plan to reassess in late January.

Next meeting: Monday, January 24 at 7:15 PM via Zoom

Social Ministry – No report

Ginny, Kelly and Pastor Jill will meet to discuss how Social Ministry and Evangelism can combine resources to best serve the congregation and community.

Stewardship

- Time and Talent booklet is being updated. Each liaison will receive the write up for their committee to review.
- Annual appeal was discussed. Possibly have a Capital Campaign specifically targeted to address big ticket items currently on Property's list.
- Fundraisers – what kind of things can/should we do. Need to coordinate with Youth Gathering fundraising.

Worship and Music

Committee has not met since the last Council meeting. Next meeting is scheduled for January 26 at 1:00 PM via Zoom.

Youth Ministry

Committee has not met since last Council meeting. Next meeting is TBD.

Calendar Review

Add in November (around Thanksgiving) – reminder to Congregation from Stewardship to review their pledge and “catch up” if necessary.

Old Business

- Council vacancy – check with nominating committee about person who showed interest in May.
- Possibly hold new member meeting in January/February.

New Business

- Finance Committee to review how Memorial Fund donations are being tracked. It was mentioned that Worship & Music should be checking each year to see if there is something needed to enhance worship, which could then be purchased using these funds.
- Rechartering of Cub Scout Pack 189 (see notes at beginning of the meeting).

Next Council Meetings

- Tuesday, February 15 at 7:15 PM
- Tuesday, March 15 at 7:15 PM

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

The meeting was adjourned at 8:42 PM

Respectfully submitted,
Colleen Marvits, Council Secretary

**Faith Lutheran Church
Operating Fund
Statement of Revenues and Expenses
For the Eight Months Ended
January 31, 2022**

	Approved Budget	Year to Date Budget	Actual	Over / (Under) Budget
Revenue				
Envelopes	\$ 239,049	159,366	173,573	14,207
Plate Offering	4,000	2,667	3,764	1,097
Special Offering	3,300	1,800	2,690	890
Sunday Church School	130	60	198	138
Flowers	2,500	1,667	952	(715)
Other Receipts	1,600	1,067	1,597	531
PPP/ERC	24,673	-	-	-
Interest Income	942	628	416	(212)
Total Revenue	276,194	167,254	183,190	15,936
Special Benevolence	-	-	3,893	3,893
Total Revenue after Special Benevolence	276,194	167,254	187,083	19,830
Mutual Ministry				
Senior Pastorate Salary, Allowances and Other	105,558	72,086	73,155	1,068
Vice Pastor	-	-	-	-
Administrative Support	36,654	25,376	25,356	(20)
Music Director	25,343	17,545	17,522	(23)
Youth Director	9,589	6,639	6,630	(9)
Social Security Taxes	5,369	3,717	3,979	262
Other Employee Benefits	13,898	8,790	3,759	(5,031)
Professional Development	900	600	680	80
Workers Compensation Insurance	1,365	910	698	(212)
Office Administrator Supply	300	300	-	(300)
Organist Supply	540	270	300	30
Pulpit Supply	1,012	759	-	(759)
Computer Software & Maintenance	2,947	1,965	2,276	311
Administrative Supplies	2,031	1,354	1,055	(299)
Copier Expense	1,337	669	558	(111)
Postage	326	217	66	(151)
Payroll Service	2,729	1,889	2,037	148
	209,898	143,086	138,070	(5,016)
Worship & Music				
License Copyright & Music	900	733	34	(699)
Organ Maintenance	160	80	-	(80)
Worship Supplies	900	600	1,923	1,323
Flowers	2,500	1,683	841	(841)
Bell Refurbishing	-	-	-	-
	4,460	3,096	2,798	(298)
Property Maintenance				
Maintenance and Utilities - Church	40,868	29,952	24,786	(5,167)
Maintenance and Utilities - Parsonage	6,936	4,540	4,805	265
Insurance	7,023	4,682	5,109	427
	54,827	39,174	34,700	(4,474)

**Faith Lutheran Church
Operating Fund
Statement of Revenues and Expenses
For the Eight Months Ended
January 31, 2022**

	Approved Budget	Year to Date Budget	Actual	Over / (Under) Budget
Christian Education				
Church School	1,000	650	907	257
Vacation Church School	750	750	-	(750)
Adult Education	200	200	153	(47)
Devotional Literature	900	600	587	(13)
Confirmation	200	150	87	(63)
	3,050	2,350	1,734	(616)
Youth Group				
Youth Gathering	500	333	333	(0)
Youth Group Activites - Other	700	430	-	(430)
	1,200	763	333	(430)
Evangelism				
Advertising & Publicity	195	130	-	(130)
Convention/ Conferences (Lay)	790	-	-	-
Evangelism Campaign	700	467	70	(396)
Fellowship & Hospitality	150	101	-	(101)
New Members	150	-	-	-
	1,985	698	70	(627)
Social Ministry				
Synod Benevolence	24,773	16,515	16,515	-
Compensation Aid Fund	637	425	333	(92)
Cross Roads	-	-	25	25
World Hunger	-	-	-	-
Local	-	-	-	-
	25,410	16,940	16,873	(67)
Finance				
Church Mortgage	41,460	27,640	27,640	-
Finance	529	529	434	\$ (95.16)
Extra Debt Reduction	-	-	-	-
	41,989	28,169	28,074	(95)
Stewardship Campaign	200	-	-	-
Capital Improvement Fund	5,000	-	-	-
Equipment Fund	-	-	-	-
Total Expenses	348,019	234,276	222,652	(11,624)
Special Benevolence/Social Ministry- Other	-	-	3,868	3,868
Total Expenses after Special Benevolence	348,019	234,276	226,520	(7,756)
Income (Loss) Before Budget Gap	(71,825)	(67,023)	(39,437)	27,586
Budget Gap	71,825	67,023		(67,023)
Income (Loss)	\$ -	-	(39,437)	(39,437)

**Faith Lutheran Church
Operating Fund
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For the One Month Ended
January 31, 2022**

	Approved Budget	Year to Date Budget	Actual	Over / (Under) Budget
Revenue				
Envelopes	\$ 239,049	20,495	18,220	(2,276)
Plate Offering	4,000	333		(333)
Special Offering	3,300	100	143	43
Sunday Church School	130	20	-	(20)
Flowers	2,500	208	-	(208)
Other Receipts	1,600	133	26	(107)
PPP/ERC	24,673	-	-	-
Interest Income	942	78	10	(69)
Total Revenue	276,194	21,369	18,398	(2,970)
Special Benevolence	-	-	-	-
Total Revenue after Special Benevolence	276,194	21,369	18,398	(2,970)
Mutual Ministry				
Senior Pastorate Salary, Allowances and Other	105,558	8,255	9,810	1,555
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	416	(861)
Professional Development	900	-	-	-
Workers Compensation Insurance	1,365	114	116	3
Office Administrator Supply	300	-	-	-
Organist Supply	540	-	-	-
Pulpit Supply	1,012	253	-	(253)
Computer Software & Maintenance	2,947	246	193	(52)
Administrative Supplies	2,031	169	109	(60)
Copier Expense	1,337	-	-	-
Postage	326	27	58	31
Payroll Service	2,729	210	437	227
	209,898	16,471	17,069	598
Worship & Music				
License Copyright & Music	900	42	-	(42)
Organ Maintenance	160	-	-	-
Worship Supplies	900	75	-	(75)
Flowers	2,500	240	114	(127)
Bell Refurbishing	-	-	-	-
	4,460	357	114	(244)
Property Maintenance				
Maintenance and Utilities - Church	40,868	4,706	6,523	1,817
Maintenance and Utilities - Parsonage	6,936	660	717	57
Insurance	7,023	585	639	53
	54,827	5,951	7,879	1,928

**Faith Lutheran Church
Operating Fund
Statement of Revenues and Expenses
For the One Month Ended
January 31, 2022**

	Approved Budget	Year to Date Budget	Actual	Over / (Under) Budget
Christian Education				
Church School	1,000	-	-	-
Vacation Church School	750	-	-	-
Adult Education	200	-	-	-
Devotional Literature	900	75	-	(75)
Confirmation	200	-	-	-
	3,050	75	-	(75)
Youth Group				
Youth Gathering	500	42	42	(0)
Youth Group Activites - Other	700	110	-	(110)
	1,200	152	42	(110)
Evangelism				
Advertising & Publicity	195	16	-	(16)
Convention/ Conferences (Lay)	790	-	-	-
Evangelism Campaign	700	58	-	(58)
Fellowship & Hospitality	150	14	-	(14)
New Members	150	-	-	-
	1,985	89	-	(89)
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	-	-	-
Extra Debt Reduction	-	-	-	-
	41,989	3,455	3,455	-
Stewardship Campaign	200	-	-	-
Capital Improvement Fund	5,000	-	-	-
Equipment Fund	-	-	-	-
Total Expenses	348,019	28,667	30,664	1,997
Special Benevolence/Social Ministry- Other	-	-	-	-
Total Expenses after Special Benevolence	348,019	28,667	30,664	1,997
Income (Loss) Before Budget Gap	(71,825)	(7,298)	(12,265)	(4,967)
Budget Gap	71,825	7,298	-	(7,298)
Income (Loss)	\$ -	-	(12,265)	(12,265)

Faith Lutheran Church
Statement of Assets, Liabilities and Fund Balances
January 31, 2022

Assets		
Interest bearing cash balances	\$	127,019
Prepaid Expenses		4,396
Other Assets		600
Total Assets	\$	132,015
Liabilities and Fund Balances		
Deferred Revenue	\$	36,380
Accounts Payable		6,088
Accrued and Reimbursed Expenses		7,982
Total Liabilities		50,450
Ministry Gift Fund		139
Ministry Gift Fund 2		40,839
Ministry Gift Fund 3		-
Narthex Insurance Payment		-
Organ Fund		-
Parsonage Fund		-
Youth Fund		5,969
Capital Improvement		14,986
Equipment Fund		-
GWF Mortgage Reserve		20,730
Memorials		20,293
Operating		(39,437)
Operating Fund Carryforward		18,045
Building Fund		-
Total Fund Balances		81,565
Total Liabilities and Fund Balances	\$	132,015
Mortgage loan 11/1/13	\$	665,228
Mortgage liability 1/31/22	\$	491,679

**Faith Lutheran Church
Other Funds
Fund Balance Activity
January 31, 2022**

		Receipts	Disbursements	Transfers	
	6/1/2021	& Other	& Other	& Other	1/31/2022
Fund	Balance	Increases	Decreases	Changes	Balance
Ministry Gift Fund	139				139
Ministry Gift Fund 2	40,839				40,839
Organ Fund	-				-
Youth	4,424	3,237	1,692		5,969
Capital Improvement	14,986				14,986
Equipment	-				-
GWF Mortgage Reserve	20,730				20,730
Memorials & Designated Gifts	11,043	9,250			20,293
Operating Fund Carryforward	18,045				18,045

**FAITH LUTHERAN CHURCH
REPORT OF THE FINANCIAL SECRETARY
8 MONTHS THRU JANUARY 2022**

CURRENT MONTH	ACTUAL RECEIPTS	BUDGET	AHEAD/ (BEHIND)	% INCR VS BUDGET	PRIOR YR RECEIPTS	% INCR VS PRIOR YR
<u>Envelopes-Operating Fund</u>	18,227	20,495	(2,268)	-11.1%	18,374	-0.8%
	0	0	0	#DIV/0!	0	#DIV/0!
Total Envelopes	18,227	20,495	(2,268)	-11.1%	18,374	-0.8%
<u>Special Holiday Offering</u>	151	100	51	51.0%	87	73.6%
<u>Plate</u>	0	333	(333)	-100.0%	0	#DIV/0!
<u>Sunday School</u>	0	20	(20)	-100.0%	0	#DIV/0!
<u>Vacation Church School</u>	0	0	0	#DIV/0!	0	#DIV/0!
<u>Flowers</u>	0	208	(208)	-100.0%	0	#DIV/0!
<u>PPP Loan/Forgiveness/ERC</u>						
<u>Other Receipts</u>	26	134	(108)	-80.6%	1	3839.4%
Subtotal Receipts excl Spec Benev	18,404	21,290	(2,886)	-13.6%	18,461	-0.3%
<u>Special Benevolence Appeals</u>	0	0	0	#DIV/0!	5	-100.0%
TOTAL OPER FUND RECEIPTS	18,404	21,290	(2,886)	-13.6%	18,466	-0.3%
	0		0		0	
<u>Non Operating Receipts</u>	<u>4,354</u>				<u>(38)</u>	
Total Receipts	22,759				18,428	
CUMULATIVE YEAR TO DATE						
<u>Envelopes-Operating Fund</u>	173,580	159,366	14,214	8.9%	179,149	-3.1%
	0	0	0	#DIV/0!	0	#DIV/0!
TOTAL ENVELOPES	173,580	159,366	14,214	8.9%	179,149	-3.1%
<u>SPECIAL HOLIDAY OFFER</u>	2,698	1,800	898	49.9%	1,888	42.9%
<u>PLATE</u>	3,764	2,666	1,098	41.2%	492	665.0%
<u>SUNDAY SCHOOL</u>	198	60	138	230.0%	0	#DIV/0!
<u>VACATION CHURCH SCHOOL</u>	0	0	0	#DIV/0!	0	#DIV/0!
<u>FLOWERS</u>	952	1,666	(714)	-42.9%	140	580.0%
<u>PPP Loan/Forgiveness/ERC</u>						
<u>OTHER RECEIPTS</u>	1,938	1,068	870	81.5%	824	135.3%
Subtotal Receipts excl Spec Benev	183,131	166,626	16,505	9.9%	182,493	0.3%
<u>Special Benevolence Appeals</u>	3,737	0	3,737	#DIV/0!	440	749.4%
TOTAL OPER FUND RECEIPTS	186,868	166,626	20,242	12.1%	182,933	2.2%
	0	0	0		0	
<u>Non Operating Receipts</u>	<u>25,709</u>				<u>24,868</u>	
Total Receipts	212,577				207,801	

**FAITH LUTHERAN CHURCH
REPORT OF THE FINANCIAL SECRETARY
8 MONTHS THRU JANUARY 2022**

	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		75	0
- Undesignated	0	17	(17)	85	134	(49)	0
Total Special Requests	0	17	(17)	160	134	27	0
- Weddings/Baptisms/Funerals	0	34	(34)	1,000	267	733	500
- Building Use	0	0	0	0	0	0	0
- Thrivent Choice/Corp Gift Match	26	17	9	56	134	(78)	95
- Confirmation	0	0	0	0	0	0	0
- Gain/(Loss)-Sale of Stock	0	0	0	46	0	46	0
- CC Offset Fees	0	17	(17)	28	134	(106)	99
- Designated Receipts for Expenses	0	0	0	518	0	518	0
- Special Gifts	0	0	0	0	0	0	0
- Miscellaneous	0	50	(50)	130	401	(270)	130
TOTAL OTHER RECEIPTS	26	134	(108)	1,938	1,068	870	824
<u>Non Operating Receipts</u>							
- Memorial Fund	0			9,250			2,845
- Organ Fund	0			0			0
- Special Ministry Fund	0			0			0
- Gift of Love	0			3,599			3,105
- Youth Sales/Trips	575			3,103			1,971
- Prepaid Envelopes Fut Period	3,779			9,884			6,369
- Expense Reimbursements	0			(127)			10,575
- Other	0			0			3
TOTAL NON OPERATING RECEIPT	4,354			25,709			24,868
<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			0	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	285
- 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	0	0	0	3,737	0	3,737	440