



## Church Council Meeting Minutes – Special Budget Meeting - Approved January 12, 2023

*Care - Grow - Serve - Proclaim*

**PRESENT:** Holly Batstone, Pastor Tor Berg, Ho Brown, Gary Curtis, Christy Freriks, Karen Johnson, Craig Lichtenstein, Kristi Pyne, Johannes Skjonsby and Randall Wampler.

**ABSENT:** Stephanie Almeida, Jess Faubion and Jean Peterson.

**CALL TO ORDER:** Holly called the meeting to order at 7:05 p.m.

**DEVOTIONS:** Pastor Berg led the council in prayer.

### **FINANCE COMMITTEE REPORT AND FOLLOW-UP:**

Ho reviewed the attendance and General Fund giving data for the 4 Sundays in Advent, Christmas Eve and Christmas Day and the end of year. Attendance for the 3 Christmas Eve services was 356 in-person and 30 screens for a total of 386. Attendance for the one service on Christmas Day was 46 in-person and 15 screens for a total of 61, for a grand total of 402 in-person worshippers and 45 screens, for 447 across the 2 days.

The following information was then provided in support of the discussion about the 2023 budget.

- **Janitorial Service Contract** – Holly reported that the contract does not include any language regarding early termination penalties.
- **FLC Reserve Fund Policy** – Holly shared that the Reserve Fund policy is written in FLC's Financial Policies. The policy is as follows: "It is the desire of the finance committee to maintain a minimum of one month's General Fund expenses (8.3% of the annual budget) in the Reserve Fund."
  - A topic for future Council discussion is whether or not a one-month reserve fund is adequate.
- **Specifics of ELCA Contribution Commitment** – Pastor Berg explained how each church's contribution goes to the Synod, which then passes on a certain amount to the national church. The funds support both the Synod and the greater ELCA. We had contributed 7.3% of FLC's income. Pastor Berg stated there was an anticipated increase to 7.6% this year.
- **Amazon Contract for 2023** – Christy advised that Amazon provided notice to FLC in December that they are cancelling the Scout program. They will continue to pay us for the parking space until they can remove their equipment.

Holly differentiated between the Amazon contract for the Scout program vs income from Amazon Smile. Amazon Smile is a program similar to Script, where purchasers order from that website instead of Amazon's regular website and name FLC as their charitable organization. Amazon then donates a percentage of the purchase to the named charity. Council agreed that this program needs to be more visible.

- Christy will include information in the announcements on Sunday.
- Ho will ask Kris to add an article about Amazon Smile in the newsletter.

- **Pre-School** – Pre-School is ending the year in the black. The following suggestion was offered for a 2023 objective:
  - Form a task force made up of 2 council members, 2 parents and the Board and have a wholistic conversation about FLC’s and Pre-School’s goals for the future

**2023 PROPOSED BUDGET REVIEW & QUESTIONS:**

<b>Account #</b>	<b>Item</b>	<b>Question/Action</b>
4.1900	Banner Bank	On-line banking offers a much higher yield interest (around 4%) than what we are getting now on our savings. How can we take advantage of that? Also see 5.8030 for additional banking question.
5.8030	Bank Fees	Why are the fees so high?
4.1050	Miscellaneous	Kris will determine the source of income.
5.5000 – 5.5030	Youth	Council requests that the \$1000 budget be re-established for Youth in the proposed budget. While Council recognizes there is money left from previous auctions and an upcoming Youth Auction is planned, FLC’s budget should reflect support for Youth.
5.5515 & 5.8035	Adult Ed & Council Contingency	<ul style="list-style-type: none"> <li>• The \$1000 charged to 5.8035, Council Contingency needs to be moved to account 5.5515, Adult Ed. This charge was the registration fee for the Synod’s LiVE project, not a council-approved contingency.</li> <li>• Please identify where the registration fee for 2023 – 2024 is itemized in the 2023 budget?</li> <li>• How much is it? We should plan to pay registration for 1 – 100 participants, which was \$400 in 2022, rather than the \$1000 for maximum congregation participation of 301+.</li> </ul>
5.5523	Christ in our Home Subscriptions	Pastor Berg indicated that Kris was going to look at lower our subscription cost. Only about half of them are being taken.
5.9601	Nursery Caregivers Salary	What coverage does the \$1500 budgeted amount provide, e.g., 2 services per Sunday, 1 person each? What are the exceptions – summer, holidays, etc.?
Varied	Varied	Going forward, beginning with 2024’s budget, is it possible to add a note for each account that is supported by funds that are on the YTD Consolidated Report?
All	All	When working on 2024’s budget, can a column with the actuals from 2022 be listed on the Excel worksheet? Because 2023 includes significant cuts and will, hopefully, be an atypical year, including 2022’s data would help balance the overall view for the last 2 years and assist in decision-making for 2024.

Other action items include:

- YTD Consolidation Report – Council would like more visibility of the special funds listed on this report, the monies contained in each and any designations for use for a specific purpose. These funds are not visible as part of the proposed budget. Should they be?
- When working on 2024’s budget, a column with the actuals from 2022 should also be listed on the Excel worksheet. Because 2023 includes significant cuts, including 2022’s data would help balance the overall view for the last 2 years and assist in decision-making for 2024.
- Invite the Finance Committee to provide a more in-depth report to the Council, e.g., quarterly, including a status of the Capital Improvement Fund.

- 5.8017 – Office Equipment Lease – this is for the copier. Pastor Berg and Kris are going to consider if there is a better way to create Sunday bulletins to minimize paper and printing.

**USE OF RESERVE FUND FOR 2022 DEFICIT:**

Randall made a motion for the council to approve the transfer of \$10,089.00 from the Reserve Fund to the General Fund to zero out the deficit balance of \$10,089.00 for EOY 2022. Gary seconded the motion, which passed unanimously.

**CHURCH COUNCIL NOMINEES:**

Christy Freriks and Jacky Schnarre are the only confirmed candidates. During the meeting, Pastor Berg added Kathy Konieczka.

**NOMINATING COMMITTEE NOMINEES:**

Holly is waiting to hear if Karen Johnson will accept a nomination to this committee. The following people are confirmed as the slate of nominees for 2023:

<b>Member</b>	<b>Current Term*</b>	<b>Notes</b>
Lloyd Condra	1 <sup>st</sup> year	Agreed to a 2 <sup>nd</sup> term
Tom Payne	1 <sup>st</sup> year	Agreed to a 2 <sup>nd</sup> term
Carsten Thode	1 <sup>st</sup> year	Agreed to a 2 <sup>nd</sup> term
Holly Batstone	N/A	
Randall Wampler	N/A	

**ANNUAL MEETING NOTIFICATIONS:**

Holly will announce the annual meeting at the 8:30 a.m. services on 1/15 and 1/22. Randall will do the same for the 11:00 a.m. services on both days. Written notifications (email and USPS) must be sent out at least 10 days prior to the annual meeting.

**NEXT MEETING:**

The next council meeting will be held on Tuesday, January 17<sup>th</sup>, from 7:00 p.m. to 8:30 p.m. The meeting will be on Zoom

**MEETING ADJOURNED:** The meeting was adjourned at 9:21 p.m.

Respectfully submitted,

Ho Brown, Council Secretary