

Ministry Team: Support

Meeting Date: August 20th, 2012

ATTENDEES:

**Dean Haas
Pete Vandenberg
Diane Putzer
Brenda Smongeski
Steve Uslabar
Bob Damon
Mike Koester
Don Kirby**

Guests: None

Not Present:

**Kay Eggert
Cindi Schwab
Lance Schmidt
Don Monson**

Items that may require council action:

- None

Items that may require budget/finance coordination:

- None

Ministry team minutes:

- Meeting called to order at 6:34 pm
- Don Kirby volunteered to be the recorder for the meeting. Dean Haas acted as chair.
- Minutes from the July 23rd, 2012 meeting were approved. Motion by Bob, seconded by Steve, approved unanimously.
- Agenda additions: none
- Market America update – Brenda S.
 - The August newsletter featured a piece on the service, and it is located on the FELC website as well, in a couple of places. No additional revenue checks have been received.
 - Discussion centered around progress to date, and hope for a stronger 3rd/4th quarter.
- Property Oversight Committee update – Brenda S./Bob D./Dean H.
 - No additional minutes currently available at this time, meeting tomorrow night.
 - Custodial staffing – Brenda S.
New functions/duties will be determined for future staff. A meeting with Bassett Mechanical is next week, to review our current service program, and options for future work with them, as well.
 - Water softener repair update – all set now. The water utilization is not sufficient to make the unit regenerate, so these problems are recurring.
 - Steve Ford – SE Entrance – no progress this summer, thus far.
 - Windows – no quotes yet on windows, at this time.
 - Insulation: one quote is in-hand, Rich will be following up with the other provider, to see what might be coming yet.
- Technology Subcommittee – Bob D. provided full minutes prior to the meeting.
 - Sample ambient microphones were tested while on loan & will be ordered for purchase, as improvement was seen in the broadcast sound quality.
 - The DVD recorder for TV has failed again, and even Bob's personal burner was unable to fill the bill. This technology is obsolete, and a review of the options for a replacement/upgrade is on-going.

- Financial Updates – Pete V.
 - Offerings – Offerings through July have significantly dropped for the final two weeks of July. Current shortfall of \$5700. 99% of budget, YTD.
 - Checkbook balance – Checkbook balance is \$115k, at month's end.
 - Offerings are 2-3% below budget.
 - Synod benevolence has been capped at current payment, as we've surpassed our budgeted rate of support, at this time.
 - Capital appeals income for the month was \$6400+.
 - Ida Street loan reduction is saving the church about \$75/month in interest.
 - Echoes had another profitable month, the group had a question on its balance sheet for a \$1200 charge this month – Brenda followed up: \$800 for the safe, \$150 for the computer and various small supplies expenses. Brenda also assured the Support MT that the Echoes Board is reviewing all expenses and in the future will be setting up an approval process.
 - Remaining \$15k for Feed My Starving Children, the fate of these monies will be determined at a meeting next week.
 - Budget process for next year will begin shortly. Next week, there will be a meeting with Pete, Pastor Jeff, and Dean, to begin the process of discussing potential means to create the “pool” of untargeted monies, that would be used to support the new strategic plan, recently developed.
 - Treasurer's report was approved, unanimously.

- Stewardship Committee – Diane P.
 - Discussion centered on how Support MT can help with the strategic process, by helping others to understand what expenses are fixed, and what areas are of a more flexible nature.
 - Videos are being worked on, in preparation for Consecration Sunday on 10/21.

- Priorities for Support MT – Dean H.
 - Short Term – From strategy team: creating an uncommitted funds “bucket” to align with the new mission/debt reduction, including the repayment of the “internal loan” by May of 2013
 - Long Term – debt reduction

- Other Agenda Items – Brenda S.
 - Audit for 2011 continues, Amy, Bob & Chuck are working it, completion expected by November...
 - Discussion of labeling items during audit/inventory....

- Meeting adjourned: 7:34 pm

Respectfully submitted by: Don Kirby

Next meeting: Monday, September 17th @ 6:30 pm Downtown Site, Room 110