

Ministry Team: Support

Meeting Date: June 18th, 2012

ATTENDEES:

**Dean Haas
Pete Vandenberg
Diane Putzer
Brenda Smongeski,
Don Kirby
Mike Koester
Kay Eggert
Don Monson
Steve Uslabar**

Guests: Terry Maves

Excused:

**Bob Damon
Cindi Schwab
Lance Schmidt**

Ministry team minutes:

- Meeting called to order at 6:36 pm
- Don Kirby volunteered to be the recorder for the meeting. Dean Haas acted as chair.
- Minutes from the May 21st, 2012 meeting were approved.
- Agenda additions from Brenda S: staffing updates, and Echoes
- Market America update – Brenda S.
 - Earl Green has been meeting with members of the congregation with marketing experience, to develop marketing materials for the Market America fundraising project. Promotional materials did not arrive for the June 13th deadline for the July newsletter, which goes to print on the 19th. The church has already received its first rewards check, in the amount of \$26, despite almost no promotion of the program!
- Property Oversight Committee – Brenda S.
No additional minutes currently available at this time.

Updates included:

- Front doors will be looked at this week, at the North Site.
- Painters have begun their process on the North Site soffits, as previously discussed, including the pressure washing, and painting processes.
- Pete V. shared an update from Bob D: Bob observed a tree growing from the roof of the carport area of the Downtown Site.
- Technology Subcommittee – Bob D. provided full minutes prior to the meeting.
 - Recommendations were made in the absence of firm direction from the Ministry team, including the continuation of televising services, expanding the services currently offered; including eventual North Site services, as well as internal broadcast to the nursery areas, and finally a recommendation to change some of the volunteer functions to paid staff functions.
 - Pete V. offered insight on the Ministry team's direction – clarifying several points from Bob's minutes.
 - Discussion ensued regarding where capital purchases for these purposes would be budgeted, and what the level of expenditure might be.

- Financial Updates – Pete V.
 - Offerings – Offerings through May are running approximately 104% of plan. This is continued good news, and a great trend.
 - Expenses – Ministry teams are within guidelines for their budgets, the reminder of seasonality was given as reason for several expense categories seemingly higher than they should be.
 - Checkbook balance – with the checkbook balance running in a positive trend, discussion returned to the topic from last month: potentially using some of the additional funds currently on hand, to pay down debt. Timing of the billing on current capital & maintenance projects, and the concern of a summer-time dip in offerings were among the topics covered. This topic will be revisited next month – with the expectation that at that point, half the summer will be complete, and a better sense of where contributions are at, will be possible.
- Stewardship Committee – Dean H. for Lance S.
 - New campaign is being worked up currently, with timing to occur in September and October, with videos and materials similar to last year's effort
- Agenda additions – Brenda S.
 - Echoes had another good month, despite facing competition during spring months from garage sales, etc.
 - Their board met last month, and discussed establishing a line-item approval for expenses over a certain amount (example of a recent vehicle repair given)...
 - Interns have started, Abby is on board with the kids, and Cindi returns on Monday from maternity leave. Jeanne Gronholm has joined the Downtown office staff, and has worked three days already. Her schedule will be coordinated with Kristy's. Jeanne comes from MN, where she was on staff at another ELCA church.
 - Staffing note: Brenda has furniture she'll need to buy, at the point that a new pastor joins the FELC team. Discussion ensued on what items might be needed, and where those monies might be found in existing budgets, as this was not planned.
 - Additional topic: \$3000 has been budgeted for moving a new pastor to FELC. There is a good likelihood that this might not be enough to accomplish this task.
- Priorities for Support MT
 - Short Term – debt reduction
 - Long Term – debt reduction
- Meeting adjourned: 7:31 pm

Submitted by: Don Kirby

Next meeting: Monday, July 23rd @ 6:30 pm Downtown Site, Room 110