

FELC Ministry Team Minutes

Ministry Team: Support

Meeting Date: May 21st, 2012

ATTENDEES: Dean Haas, Pete Vandenberg, Diane Putzer, Brenda Smongeski, Bob Damon, Don Kirby, Mike Koester

Guests: Gordy Jeppson, Terry Maves

Excused: Cindi Schwab, Don Monson, Steve Uslabar, Lance Schmidt, Kay Eggert

Items that may require council action:

- Approved motion to take \$20K, from the Capital Appeal checkbook, to pay down the principal on the loan for the Ida Street property.

Items that may require budget/finance coordination:

- None

Ministry team minutes:

- Meeting called to order at 6:37 pm
- Don Kirby volunteered to be the recorder for the meeting. Dean Haas acted as chair.
- Minutes from the April 16th, 2012 meeting were approved.
- No additions made to the Agenda
- Market America update – Brenda S.
 - Earl Green has been meeting with Meri Hujet, to develop marketing materials to FELC members for the Market America fundraising project. Promotions are expected for the June newsletter. Market America purchased (Shop.com) and does not have professional promotional material, and so it is being built “by hand” by Earl and Meri.
- Property Oversight Committee – Dean H.

Minutes from the May 14th meeting were provided for discussion.

Updates included:

- The low bid of \$11,872 from Davis Painting, one of five painting contractors, was accepted for refinishing the cedar soffits and painted exterior metal frames/doors at the North site. An additional 10% was approved for Milbach Construction Services to provide professional project management oversight of the project.
- The SE porch and entryway at the Downtown site: Steve Ford is coordinating efforts to get the drawings done, and then bidding will begin on the project – which will give a better estimate for future funding discussions of this project.
- Recommendation from a lighting contractor to switch over the lighting in the portico to LED's, as the power savings would be considerable, despite the initial expense.
- Technology Subcommittee – Bob D.
 - Sues Electronics has returned with an estimate for the “wiring” project at the Downtown site, following the testing that was done, about 2 months ago. The \$2700 expense would provide video and sound to the nursery area at the Downtown site, using wireless technology to get from the balcony to the hallway, and then a wired feed to the final location. Quote will go to Worship MT.

- The router for the office has expired, Bob has ordered a new one, and will install it, upon arrival. The new router is a proper “business” model, rated to handle the 8-15 units that are often on-line now, as opposed to the “home” edition that was in use, sized for 2-3 computers, previously.
- Technology Committee is reaching out to the Worship Committee, to help support whatever their goal is, in terms of improving the TV equipment, used at the Downtown Site.
- Financial Updates – Pete V.
 - Offerings – Offerings through April are running approximately 106% of plan. This is continued good news, and a great trend, with one-third of the year in!
 - Echoes – positive net income in April, even with “doubled” expense for sales tax (March & April). Earnings YTD are positive and approximately \$12K in the black, so far. New members (Pastor Herder, Chuck Dorn and Jim Moard have been added to the Board for Echoes and have taken an active role.
 - Expenses – Seasonality was given as reason for several expense categories being at 45-48% of annual budget, compared to 1/3 of the calendar year through April 2012.
 - Ida Street – The Capital Appeal checkbook balance is currently at \$35K and more than adequate to service the \$7,500 per month principal payment on the Thrivent real estate loan. Discussion took place on using the excess to pay down principal on the loan for the Ida St. property. A motion was made by Bob, seconded by Mike, to take \$20K from the Capital Appeal checkbook, and pay towards the principal of this loan. Motion carried unanimously.
 - Interest payment – discussion ensued regarding the merits and timing of continuing to pay 100% of the interest on the Thrivent real estate loan in 2012 rather than 50% as budgeted. This issue will receive more attention after the June 30th financials are reviewed.
 - Thrivent fundraising match – Thrivent has offered a 2 for 1 challenge grant, up to \$10k. Donations must be new funds (no previous donations). The challenge time period must not exceed 3 months. Funds may be used for the Durkee St. garden program and the neighborhood outreach effort.
 - Capital appeal/Gordy Jepson – review: The “We are Called” capital campaign will end in mid-2013. Approximately \$515,000 of pledges for this campaign are expected to come in before the end date. There will be approximately \$1.7 million of debt remaining and several “big ticket” maintenance (organ refurbishing and SE entrance to downtown site) issues to be addressed. Initial discussions have begun at the Council level for a new capital campaign and several ways to proceed are being discussed. Several ideas were presented for presenting a new capital campaign: detailing the successes of the nearly-completed campaign, building a clear message for use of the funds in any future campaign and inviting new members to join in the campaign.
- Stewardship Committee – Lance Schmidt was not present. The committee is meeting next week.
- Priorities for Support MT
 - Short Term – debt reduction
 - Long Term –debt reduction
- Agenda addition – Brenda S.
 - REMINDER: Contribution statements will be mailed May 31st. Pete Vandenberg will provide a letter with the statements. Provide input to Pete prior to Wednesday May 30th when final copy will go to Brenda.
- Meeting adjourned: 8:05 pm

Submitted by: Don Kirby

Next meeting: Monday, June 18th @ 6:30 pm Downtown Site, Room 110