

## FELC Ministry Team Minutes - DRAFT

**Ministry Team: Support**

**Meeting Date: September 17, 2012**

**ATTENDEES:**

**Dean Haas  
Pete Vandenberg,  
Diane Putzer  
Brenda Smongeski  
Bob Damon  
Mike Koester  
Don Kirby  
Cindi Schwab  
Kay Eggert**

**Not Present:**

**Lance Schmidt  
Don Monson (Facilitating Financial Peace University from Mondays 9/17-11/12)  
Steve Uslabar**

**Guests: None**

Ministry team minutes:

- Meeting called to order at 6:35 pm
- Don Kirby volunteered to be the recorder for the meeting. Dean Haas acted as chair.
- Minutes from the August 20<sup>th</sup>, 2012 meeting were approved. Motion by Bob D., seconded by Diane P., motion approved unanimously.
- Agenda additions:
  - Discuss "Live Your Call" funding update
- Market America update – Brenda S.
  - The Church received another check in today's mail for \$36.
  - Diane shared her experience in attempting to use Shop.com for a purchase, recently, but found that the pricing was not competitive. She will be trying again on another purchase, shortly.
- Property Oversight Committee update – Brenda S./Bob D./Dean H.
  - No meeting since our last Support MT report, although there has been a fair amount of activity, by the various members. Mike Milbach was approached regarding overseeing an upcoming project plan.
  - Pheferly was in recently, to discuss a maintenance plan (Pfefferle Management?). Additionally, Bassett Mechanical provided a submission recently, as well. The group reviewed what Jack's Maintenance is doing for the Church currently, as well.
  - The insulation contractor believes they found the problem in the office, and has a plan to fix the problem next week. One whole portion of the 2004-era construction was not insulated, during the build.
- Technology Subcommittee – Bob D.
  - No meeting since Support MT's last meeting, but Bob offered that the group continues to work on the TV upgrade, for the Downtown site...

- Financial Updates – Pete V.
  - Offerings – Offerings YTD are up over last year, but we have a current shortfall of \$0 to budget.
  - Echos had a good month, with a net of \$3300 after expenses.
  - Ministry team expenses took a big jump, during this current reporting, this was explained as a lump of time cards turned in at once, during the period.
  - Church mortgage interest payments are being watched closely, as we want to avoid any overdraft fees, etc. Cindy has done some effective changes in this regard.
  - Checkbook balance – Checkbook balance is \$85k, at month's end.
- Several areas of detailed budget analysis inquiries were discussed:
  - In the detail statement, Lutheran World Relief had a \$4k+ deposit, what is the source of these funds?
  - In the detail statement, the Pastoral pension funding jumped to \$8k. Cindy explained that we had been accounting for this expense incorrectly, and so an adjustment was made.
  - In the detail statement, is there a budget line for the musical replacement players? Yes, this is in the lay-staff portion of the budget.
  - In the detail statement, the rental property is over-budget. This month's billing included the taxes, and there is upcoming maintenance that will be hitting this line, as well.
  - Copier expense: we will be receiving a credit, and there have been a larger amount of toner/supplies purchased recently.
- 2013 Budget Update
  - Budget process for next year started last week, with teams receiving their preparation packets. Pete reviewed the fact that with a 5% increase in giving, we would only just cover the expense of the additional pastor. Teams were asked to search for opportunities where they could reduce their expense.
  - Treasurer's report was approved, unanimously.
- Stewardship Committee
  - Brenda shared the results of a meeting she had with Lance last week, where the logo and other materials are ready, and video work is being finished.
- Priorities for Support MT – Dean H.
  - Short Term – reducing interest expense, and paying down debt
  - Long Term – debt reduction
- Other Agenda Items:
  - Audit is moving rapidly, with many areas already completed. Report may be available by the November Support MT meeting.
  - Live Your Call funding: Diane shared some of the discussions she has participated in, with other groups, in terms of where these funds could come from. An example: One idea of changing how Outreach is funded, would possibly net \$5k.... Also, these funds should be set aside into some sort of a designated fund.
  - Dean shared his discussion with Pastors Jeff and Mary, and they also talked about a \$5k figure, as a possible starting point for this Live Your Call funding...
  - Kay broached the idea of having a shift in Echoes net earnings used towards this Live Your Call outreach, as well.
- Meeting adjourned: 7:27 pm

Respectfully submitted by: Don Kirby

Next meeting: Monday, October 15<sup>th</sup> @ 6:30 pm Downtown Site, Room 110