

**Ministry Team: Support**  
**Meeting Date: Monday, September 16<sup>th</sup>, 2013**

**ATTENDEES:**

**Dean Haas**  
**Don Kirby**  
**Diane Putzer**  
**Bob Damon**  
**Mike Koester**  
**Brenda Smongeski**  
**Cindi Schwab**

**Guests: None**

**Not Present:**

**Kay Eggert**  
**Pete Vandenberg**  
**Steve Uslabar**

Items that may require council action:

- None

Items that may require budget/finance coordination:

- None

Ministry team minutes:

Meeting called to order at 6:36 pm.

Dean H. shared devotions, in place of Steve, followed by group discussion of recent blessings.

Don K. volunteered to be recorder for the meeting.

Dean H. acted as Chairman.

Minutes from the August 16<sup>th</sup>, 2013 meeting were approved unanimously, following the motion to approve by Bob D., seconded by Diane P.

Agenda additions:

- Dean - 2012 audit
- Brenda – personnel issue updates

Property Oversight Sub-committee update: Dean H.

- There has been no POC meeting since the last Support MT meeting.
- Core sampling of the Downtown Site south-east entrance area has been completed. They will be getting some preliminary bids and will be getting firmer bids soon.
- Ida Street rental house – shingles have been purchased, for the garage, while they were on sale. They are on site. Dean and Don (and several others) are tentatively working towards a roofing party the second or third weekend of October. Needed electrical repairs (wire replacement) on the rental house may be worked on, as soon as tomorrow.
- Wasp/hornet nests at North Site (peak) and behind the Ida St. house were discussed.
- Water issues at North Site – one of the sump pumps failed and floor drains in the lower level didn't drain. Water issue at Downtown Site involved a plugged condensation line causing it to drip down two levels from a roof air conditioner. Messes were made and cleaned up. Air conditioning issue, from 9/8, at the North Site was also discussed, it was a weird occurrence of super hot one day, very cool the next.
- Re-lamping update: Bob has been out of town for a couple weeks, but checked in with the vendor today. The order has been made, and the work will commence within a few weeks.

**FELC Ministry Team Minutes: cont.**

Memorial/Celebration Tree: Dean H.

- Dave Hinds is securing committee members, including Don K., and is preparing to move forward. He is seeking a female perspective to join the team...

Technology Sub-Committee update: Bob D.

- Bob updated the team with full minutes of the 9/1/13 meeting, prior to tonight's gathering. All of the necessary funding is in place for this TV ministry upgrade. The plan is to have the installation complete by the end of October.

Stewardship Campaign – Progress Report: Brenda S.

- Campaign begins on the last Sunday in September, rolling out with skits, Q & A, and messages from the Pastors. This is the first time in 10+ years, without an active capital campaign. Principal payment on the Thrivent mortgage loan will be serviced with ongoing contributions from all members beginning in 2014.

Personnel Update: Brenda S.

- New organist: Nate Burkholtz comes to us from Zion Lutheran. He is primarily a pianist, but has been taking lessons for more than a year now. He starts this coming Sunday.

Treasurer's Report/Financial Update: Dean H./Cindi S.

- General (cash) checkbook balance is roughly \$42K, at month's end. Make An Impact reimbursements for summer interns, sabbatical expenses, and others are not reflected in this balance. Update as of 9/18: more than \$45k has been deposited, from designated funds, into checking.
- Net income, YTD is (\$29,000). Thrivent Choice dollars are down \$10K from 2012, and Echoes contribution is nearly \$20K less than 2012.
- Brenda and Cindi are going to review the terms of Pastor Jeff's sabbatical agreement to verify if additional reimbursement of FELC expenses can be obtained.
- Capital appeal checkbook balance is \$56,000, following receipt of about \$3000, in August. Brenda shared that she received another \$10K, last week, towards the capital appeal.
- Echoes board meeting will occur on 4:30 PM on Monday, 9/23, at the Downtown Site library. Dean plans to attend their meeting.
- Offerings are positive through August, \$59.9k above last year and \$15.4k above budget, YTD.
- Echoes' struggles continue: Net income for the month was (\$2,058). YTD profit = (\$3,930).
- Mike K. moved to accept the Treasurer's report, seconded by Bob D. Carried unanimously.

Budget timetable update: Dean H.

- Dean shared the layout of time and action for 2014 budgeting, the same information he shared with all of the other MT leaders, at their leader meeting last week. We also reviewed the Treasurer's letter, to be sent with members 8/31 statement of offerings on 9/17, and recommended changes.

2012 Fiscal Audit: Dean H./Brenda S.

- Members of the FELC audit team from 2012 recommended that the audit of 12/31/12 financials be scheduled for fall of 2013. Additional members are needed because two of the members may not be able to participate this fall. Brenda will ask Jean Monson for a list of names of members with accounting backgrounds to contact to see if they would like to participate in the audit. The list of potential audit team members to be e-mailed to the Support MT members.

Priorities for Support MT : Dean H.

- Continued work towards retiring the mortgage debt.
- Don developed a draft mission statement, in June. Tabled until next month.

Fundraiser Guidelines Review: Dean H.

- With new appeals in the near future to address specific needs, does our current policy on fundraising need to be adjusted? A discussion of known future projects appear to fit within the current policy format, and so no change is currently required.

Devotions for next meeting to be lead by Dean H. (possible swap w/ Steve?)

Meeting adjourned: 8:12pm **Next meeting: Monday, October 21<sup>st</sup> @ 6:30 pm Downtown Site, Rm 110** Respectfully submitted by: Don Kirby