

FELC Ministry Team Minutes

Ministry Team: Support

Meeting Date: Tuesday, September 16th, 2014

ATTENDEES: Brenda Smongeski, Steve Uslabar, Don Kirby, Bob Damon, Keith Lenaburg, Dean Haas, Mark Gebert, Mike Koester, Cindi Schwab, Diane Putzer

Guests: n/a

Not Present: Pete Vandenberg, Kay Eggert

Items that may require council action:

- n/a

Items that may require budget/finance coordination:

- n/a

Ministry team minutes:

Meeting called to order at 6:39 pm.

Dean H. offered opening devotions, followed by sharing of blessings & prayer requests by the members.

Don K. acted as recorder. Dean H. acted as Chairman.

Minutes from the meeting August 19th meeting:

All

- approved as reviewed previously, on-line. Motion by Steve, seconded by Bob, approved unanimously, with Diane abstaining, due to absence.

Additions to the agenda:

- Treasurer's letter to the congregation

Property Oversight Sub-committee update:

Brenda S./Bob D.

- No meeting since our last meeting.
- Water is off at the Skowen house, electric and gas are not off yet. Recycle efforts have been moving along well, and ReStore has been contracted to come out and evaluate the cabinets, light fixtures, etc. Don will place the garage on Craigslist, with Brenda as the point of contact, for a potential sale...
- Freezer has failed, at the DS, Margaret is looking into options.
- Window replacement, DS: Residential grade bids have been received, and are significantly less expensive than commercial grade. The Arts & Environment sub-committee has approved the concept of moving to residential windows, as opposed to commercial.
- The A&E group also approved an Eagle Scout project, requiring a revision to the design, so that the art pieces could be moved, if desired, in the future.
- The A&E group is seeking a restoration of the current SE Portico, keeping the existing three sets of entrance steps in the initial design work that was done last spring. There is an additional \$6,000 expense to this change.

Fundraising fo the SE Entrance to DS repair project:

Brenda S.

- No further action in this area, to date.
- The action by the Arts & Environments Committee, changing the design plan (as noted previously) will require an update to the rendering which would be part of any displays and informational pieces.
- Don will add the concept of creating a fundraising taskforce to Council agenda for next week, with the idea that at least of couple of members of the A & E team would cross-function onto this taskforce.
- We need to try to find a way to energize this project, very little progress has been made, since March/April on the issue, and we know that the repairs done, are of a very temporary nature...

2012/2013 Fiscal Audit:

Dean H.

- Dean connected with Dan B., this team will be meeting before month's end.

Annual Giving Campaign:

Brenda S.

- This group will be meeting again, tomorrow, at noon, DS lounge.
- Commitment card is ready, except for adding in the new QR code.
- "Living Abundantly" – Weekly themes; *Count Your Blessings, Express Gratitude, Practice Generosity*
- 3 presentation Sundays this year: 10/5, 10/12 and 10/19 (Consecration Sunday)
- Statements of giving will be going out next Tuesday, instead of Thursday, this week...

Treasurer's Report/Financial Update:

Brenda S./Dean H.

- Member pledged offerings are holding steady, closer to budget expectations, but shortfalls in the unpledged offerings, and other categories have us well below income projections, for the year to date. A review has shown that we are consistently running approximately 70 less attendees, between all services, each week.
- Brenda will provide additional reports on non-giving family units to Council's next meeting. She has identified some families who made gifts in 2013, but have not yet made a gift in 2014. It was discussed, about possibly having Council members attempt a personal outreach to some members who have not been active participants in services this year.
- Net income, year to date is (\$114,643), as of 8/31/14. This is a serious deficit. The group discussed the average summer attendance, with 70 less worshipers on any given Sunday compared to last summer's attendance.
- General (cash) checkbook balance is \$17.4K, at month's end. The checkbook balance was negative, near month's end. Adjustments in paying some expenses will need to be made to avoid utilizing our credit facility.
- Echoes lost money again from operations in August. Their loss is (\$3,909) YTD, vs. an expected income for the year of \$10,000.
- Brenda will send Don contact information for the Chair of the Echoes board. Don will make contact tomorrow, in hopes they can send representatives to the September 23rd Council meeting and discuss the future options for operating Echoes.
- Cindi & Brenda answered queries on several expense line items.
- Bob D. moved to accept the Treasurer's report, seconded by Diane P., approved unanimously.
- **2015 Budget timeline:** Dean met with all ministry team chairs last week, in preparation for the 2015 budget. He didn't hear about any new big projects being discussed in other Ministry Teams. Dean shared the discussion from the Exec. Comm. meeting, which recommended assigning the budget responsibility for the 100th Anniversary preparations to the Outreach Ministry Team.
- **Synod benevolence:** Following a motion by Steve, seconded by Bob, which carried unanimously, the group asked Cindi to recalculate the benevolence, based upon current offerings YTD. She would then make that payment rather than the \$12,000 that is currently in the accounts payable ledger for July and August.

Review FELC Policies & Procedures:

Brenda S.

- The group reviewed the current policies, and assigned each of them to a Ministry Team or FELC committee that would be responsible for their content and maintenance.

Draft letter to the congregation:

Dean H.

- The group parsed the messages in Dean's draft letter, working through a number of style changes, as well as reducing the amount of detail. The goal was to whittle down the letter to one page and strike a tone that recognizes the positive impact that every member can make at FELC.

Devotions for the October meeting to be lead by: Cindi.

Balance of 2014: November = Diane (switched), December = Don

Meeting adjourned: 8:32 pm

Next meeting: Tuesday, October 21st @ 6:30 pm: Room 110 D.S.

Respectfully submitted by: Don Kirby