

FELC Ministry Team Minutes

Ministry Team: Support

Meeting Date: Tuesday, April 21st, 2015

ATTENDEES: Pete Vandenberg, Don Kirby, Dean Haas, Bob Damon, Diane Putzer, Brenda Smongeski, Cindi Schwab, Mark Gebert, Steve Uslabar, Colny Gretzinger, Keith Lenaburg

Guests:

Not Present: Kay Eggert, Mike Koester, Steve Uslabar

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 6:47 pm.

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

Dean H. offered opening devotions.

Additions to the agenda:

- Contribution statements, staffing updates, trust committee update, planned giving update

Minutes from the March 16th meeting:

All

- approved as reviewed previously, on-line. Motion by Pete, seconded by Bob, approved unanimously

Property Oversight Sub-committee update:

Brenda S.

- March 23rd meeting for this team – Brenda shared updates from their meeting.
- Rich will be contacting someone to look at our steeple at DS.
- The team is looking into concrete benches for the corner properties at DS, to commemorate those donations.
- Bob indicated that George F. has a light meter that will be used to provide a new-lighting benchmark.

Technology Sub-committee update:

Bob D.

- Bob shared an update regarding the replacement of the church's 12 year old server – significant savings to be found, due to some careful shopping, in moving to a newer, old server.

Treasurer's Report/Financial Update:

Colny G./Brenda S.

- Colny shared his perspective on an updated treasurer's report that he's been working up with Cindi/Mollie
- Checkbook balance as of 3/31/15 was \$57,697.27.
- Offerings YTD were \$298,200 vs. \$307,200 budget, and last year at this time of \$301,700. We're about \$9,000 below budget, YTD. Unpledged giving is the greatest discrepancy, at more than \$20,000 below expectations.
- Total expenses are about \$21,700 above budgeted plan, through the first 3 months of the year.
- Trust fund allocation for the year has not yet been made, but Brenda said it will be addressed shortly. There's a change in procedure with the Community Foundation, but there's no problem, just a timing issue.
- The group discussed a few other detailed expense line items, to satisfaction with Brenda.
- Dean reported on his dealings with Thrivent in regards to a mortgage finance, fairly unsuccessful, so far. He expects to hear back from Wolf River Bank by month's end, and Brenda also shared she's spoken with the Mission Investment Fund, we'll likely make an application.
- Echoes: Board had a March meeting, sales were strong in March, with a positive net month. Signers with the Community Foundation were updated, and staff had a meeting with a credit processor, to prepare for changes coming in October to the credit card industry.
- Brenda shared that she once again made request from Hope Church, to reconcile the CAM charges for the Echoe's facility, for the past 3 years now, and has not received acknowledgement yet...
- Bob moved to accept the Treasurer's report

Audit Report update:

Dean H.

- Dean shared that the team hasn't yet provided any feedback recently, but with April 15th behind them, we can expect action again, shortly.

Staffing updates:

Brenda S.

- Mollie, our new bookkeeper, started today, and Cindi is very pleased with her quick adaptation to our systems.
- Anne has been with us, at DS, now for nearly a month, and is doing well in her role.
- Doug has 2 Sundays "under his belt" now, and is leading the team well at NS...

Contribution statements:

Brenda S.

- Due again in late April, to be sent out in May – Colny to begin crafting, the group is ready to assist...

Trust Committee:

Diane P.

- Diane shared that the team is still looking for one additional member, to replace departures...
- This is extra important, given that the group is looking to build an awareness campaign for planned giving, as we approach the centennial year...

Update on potential strategic shifts for Support MT:

Don K./Mark G.

- No further update this month. From the March meeting:
- Don & Mark shared snippets of their learnings from *Inside the Large Congregation*, a book suggested by Pastor Jeff, which the whole council is reading together, and shared some of the areas that council will be looking at in the near future, to determine the best plans for the future of the church, potentially using some of the teachings in this text, as a guide.

Review of Policy & Procedures:

Dean H.

- Credit card policy:
- Brenda feels the policy is working well. The group worked through a variety of small changes, including updates to position title changes, and changes to verbiage and other minor edits. A revised draft was created, in session, and will be forwarded back to the group, in short order, so we can quickly provide a new final draft.
- One key point: 4 cardholders will be maintained as Sam's Club members, the balance of the other cards will be transferred over to the Visa account, so as to minimize our membership fees, while at the same time maintaining the ability for senior staff (lay and clergy) to utilize church credit for appropriate purchases.

UC Mission.com:

Mark G.

- This program would be a free new way to automatically donate a % of every purchase made at 180 area businesses with your existing credit card. This could complement the existing Scrip program. The % donated is similar to Scrip."
- <https://www.ucmission.com> is the website, if you'd like to check them out...
- Don made a motion to have Brenda sign FELC up for this program, and at the May SMT meeting, we'll craft a marketing program for this effort, and deem a location for these funds to be allocated to. Seconded by Pete. Motion carried.

Ida Street Property:

Brenda S.

Brenda will forward the property evaluation for the Ida Street house to the group, electronically, for discussion at the May meeting.

Devotions for 2015 schedule: January - Brenda, February – Pete (sub), March – Pete, April – Dean, May – Steve, June – Diane, July – Don, August – Bob, September – Mark, October – Keith, November – Mike, December - Colny

Meeting adjourned: 8:34 pm

Next meeting: Tuesday, May 19th @ 5:30 tailgate, 6:30 meeting: Room 110 D.S.

Respectfully submitted by: Don Kirby

Tailgators: let people know what you'll bring!

Reminder: Don will be unable to attend the 5/19/15 session, potential recorders: bring your laptop or tablet!