

FELC Ministry Team Minutes

Ministry Team: Support

Meeting Date: Monday, January 12th, 2016

ATTENDEES: Pete Vandenberg, Don Kirby, Dean Haas, Cindi Schwab, Diane Putzer, Brenda Smongeski, Mark Gebert, Steve Uslabar

Guests: Pastor Jeff

Not Present: Bob Damon, Keith Lenaburg, Kay Eggert, Mike Koester

Items that may require council action:

- Draft balanced budget proposal to be presented to Council on 1/20

Items that may require budget/finance coordination:

- see budget preparation requests, as discussed this evening...

Ministry team minutes:

Meeting called to order at 6:05 pm.

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

Brenda offered opening devotions.

Additions to the agenda:

- n/a

Minutes from the December 15th meeting:

All

- approved as reviewed previously, on-line. Motion by Steve , seconded by Diane, approved unanimously

Audit Report update:

Dean

- Dan B. has made a large request of information for this audit, Brenda and Cindi will be working on locating all the request items, as soon as the year-end reporting and annual meeting preparation are completed.
- Dean reports the audit team is "ready to tear into it"!

Treasurer's Report/Financial Update:

Brenda S./Dean H.

- No treasurer's summary report available, due to the early meeting date in the month.
- Offerings as of 2014 year end are \$158,730 behind budget
- Pledged offerings ended the 2014 year at 88% of budget; Unpledged at 82%; Loose plate at 118%.
- Operating expenses are slightly below budget, by the amount of \$45,679.
- Net Income as of 2014 year end is negative (\$67,612).
- Checkbook balance on 12/31/14 is at approximately \$136,000. with \$57,489 of accounts payable A/P. This compares to a checkbook balance of \$185,496 and \$52,694 of A/P on 12/31/13.
- The group went through the detailed income/expense reports, by line, to review discrepancies.

Outreach benevolence for 2014:

Diane Putzer

- The Outreach Social Ministry Team will meet on Tuesday this week to determine the distribution of the \$29,193 for benevolence available on 12/31/14. Their committee will coordinate benevolence distribution with the Echoes Board which will receive \$3,829 for benevolence direction which is 40% of the net income from Echoes in 2014.

2015 Budget Planning process:

Dean H./Brenda S./Cindi S.

- FELC received \$1,145,196 YTD in offerings, through 12/31/14, based on the fresh reporting from Cindi. This is about \$38,000 more than we anticipated, in our best estimations, from the November & December SMT meetings.
- Stewardship reports show 67 individuals who pledged in 2014 and have not pledged in 2015. Brenda researched the offerings in 2014 for this group. After removing offerings from members who have moved

away, this left \$96,000 of actual offerings for 2014 from the remaining members in this group. The amount of their 2014 offerings was added to unpledged income for 2015 to calculate projected offerings for 2015.

- A projection of offerings for 2015 is as follows:

\$925,000	EOG, reduced 3% based on historic 97% performance ratio
\$201,000	unpledged, including factoring up/down
<u>\$55,000</u>	<u>loose plate projected</u>
\$1,181,000	net pledged offerings (for comparison: 3% over 2014 actual = \$1,179,600)
<u>\$141,000</u>	<u>other incomes & reimbursements</u>

\$1,322,000 Total revenues projected for 2015
- Total expense budget for 2015: \$1,370,000.
- Given all of these adjustments, the 2015 budget shows negative net income of **\$48,000**. Next, Don offered an estimate of new incomes from Wednesday services of \$10,000. (see below) Dean shared the impact of including a \$10,000 contribution to benevolence, from Echoes. Following our December conversation with Paul Schulz, we've been asked not include any contribution to benevolence from Echoes at this time. Group discussion ensued on each item, and the merits of finding a way to balance the budget which has a 3.5% net income gap.
- Pastor Jeff engaged the group in a review of last month's discussion, considering the merits of the sale of the Ida Street property to raise additional one-time revenue (estimated at \$100,000 sale price – 57,000 loan = \$42,000). Currently the income and expenses for this rental property are equal. If the property is retained and the \$57,000 loan is paid off, rental income could provide \$850/month of income.
- See note above, regarding Wednesday services: A quick calendar review of 2015 reveals 27 potential additional Wednesday night services after excluding current Lenten services and summer intern services at the NS. Presuming a start to Wednesday night services beginning with lent, this provides at least 20 weeks of additional opportunities for offerings based on the new worship opportunity. At \$500/week projected offering, this could provide \$10,000 in additional revenue to be added to the potential unpledged offerings.
- To achieve a balanced 2015 budget, Don proposed adjusting the following budget lines: EOG to \$938K, (by reflecting an increased the performance ratio to 98%), unpledged income by +\$10K, to reflect Wednesday night worship, Echoes contribution at \$10K, aggregate annual staff expense reduction of \$10K, and an increase in loose plate of \$8K. Motion by Diane to approve this package of changes, seconded by Steve. Motion carried unanimously.
- Don will contact Paul Schulz from Echoes, to inform him of the inclusion of the Echoes \$10,000 net income and offsetting benevolence grants projected for 2015.
- The group asked Brenda to work with a Realtor from our FELC membership, to have a market analysis done on the Ida Street house, so that the group could better discern whether a future sale option should be pursued.
- The group asked Brenda and Cindi to create an accounting of the estimated value of the facilities outreach ministry that we provide to our communities, so that we might offer a better overall view of our combined benevolence. This information should be cataloged in the annual report, this year, and on-going.

Devotions for 2015 schedule: January - Brenda, February – Diane, March – Pete, April – Steve, May – Dean, June – OPEN, July – Don, August – OPEN, September – Mark, October – OPEN, November – OPEN, December - OPEN

Meeting adjourned: 8:44pm

Next meeting: Tuesday, February 17th @ 6:45 pm: Room 110 D.S.

Respectfully submitted by: Don Kirby