

FELC Ministry Team Minutes

Ministry Team: Support

Meeting Date: Tuesday, June 16th, 2015

ATTENDEES: Pete Vandenberg, Diane Putzer, Brenda Smongeski, Bob Damon, Mark Gebert, Steve Uslabar, Keith Lenaburg, Don Kirby, Mollie Lescamela

Guests: n/a

Not Present: Mike Koester, Kay Eggert, Dean Hass, Colny Gretzinger

Items that may require council action:

- SMT recommends the Council begin the process, as outlined in the church constitution, to sell the real estate property (home) on Ida Street. See approved motion. (repeated from last month)

Items that may require budget/finance coordination:

- n/a

Ministry team minutes:

Meeting called to order at 6:45 pm.

Don K. acted as recorder. Diane P. acted as Chairman.

Don offered opening devotions.

Additions to the agenda:

- letter to the congregation – Don K.
- update on planned giving campaign – Diane P.

Minutes from the June 16th meeting:

All

- Minutes were approved as reviewed previously. Motion by Steve U., seconded by Bob D., approved unanimously.

Property Oversight Sub-committee update:

Brenda S.

- Brenda, Rich, and Bob met the day after our last SMT meeting...
- Altar stained glass has been repaired/caulked...
- Brenda shared the lighting updates from both sites...
- Detailed updates on the various window repair/replacement projects were offered.
- Don shared insights on recent discussions regarding the potential funding of the front porch project at DS.
- Don committed to updating Council on the recommendation to sell the Ida Street property, for their August meeting.

Technology Sub-committee update:

Bob D.

- As of today, the new cloud-based computer back-up system is operational for most users.
- Backups for laptop users to separate hard-drives will continue, as current.
- Cloud based shared file system has been implemented, linking both sites...

Treasurer's Report/Financial update:

Mollie/Brenda S.

- Checkbook balance as of 6/30/15 was \$20,587.
- Offerings YTD were \$559,524 vs. \$583,236 budget, and last year at this time of \$553,496. The Treasurer Report Summary shows Net Operating Total Loss at **(\$42,123)** YTD Actual. Unpledged and loose plate giving is the area with the greatest shortfall, at about \$51,000 below expectations.
- Total expenses are currently below the budgeted plan through the first 6 months of the year.
- The group discussed and edited the letter to the congregation extensively, which Don will rework quickly, and resubmit to this team and the Exec. Com., jointly.
- The group discussed a few other detailed expense line items for which Brenda provided clarification.
- The Treasurer's report was approved unanimously.

Refinancing/repricing FELC real estate loan update:

Dean H./Brenda S.

- Application to be made, soon.

Audit Report update:

Brenda S.

- At the next SMT meeting, we will discuss the possibility of developing a cash monthly "self-audit" which could minimize or eliminate the need for an audit committee.

United Community Mission program update:

Brenda S.

- Brenda states our sign-up is complete, the internal process is in motion, and the program will be promoted to the congregation starting in August. SMT members are asked to sign up, now please, to help build momentum...
- The team will decide and communicate the designation for this funding; capital improvements funding was suggested, and discussed again at length.
- Background:
 - 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...

Long Range Planning for Support Ministry Team:

All

- No update tonight...

Review of Policy & Procedures:

Dean H.

- Cash collection & handling policy discussion: the re-worked draft was provided by Brenda. Motion to approve by Steve U., seconded by Bob D., approved unanimously.

Planned Giving Campaign:

Diane P.

- Diane shared insights from the most recent meeting, including the selection of a "Wisconsin Historical Society" model, as our intended approach.
- We're partnering with Red Shoes, a marketing/PR firm, to develop marketing materials...

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: 8:10 pm

Next meeting: Tuesday, August 18th @ 6:45:

Room 110 D.S.

Respectfully submitted by: Don Kirby