

FELC Ministry Team Minutes

Ministry Team: Support

Meeting Date: Tuesday, June 16th, 2015

ATTENDEES: Pete Vandenberg, Dean Haas, Diane Putzer, Brenda Smongeski, Mike Koester, Mark Gebert, Steve Uslabar, Colny Gretzinger, Keith Lenaburg, Don Kirby

Guests:

Not Present: Bob Damon, Kay Eggert

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.

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. Dean H. acted as Chairman.

Diane P. offered opening devotions.

Additions to the agenda:

- personnel – Brenda S.
- ordinance news – Brenda S.

Minutes from the May 19th meeting:

All

- Minutes were approved as reviewed previously. Motion by Don K., seconded by Pete V., approved unanimously.

Property Oversight Sub-committee update:

Brenda S.

- Both concrete benches are in place by the Seeds of Grace garden at the DS, nameplates are on.
- Detailed updates on the various window repair/replacement projects were offered.
- Lighting issues have come up again, Brenda is having them addressed, and floor tiles are ordered for the gathering area, DS.
- Request from W&M team to see if parking can be made in the loading area at DS.
- The group is coordinating the movement of staff to NS, including a variety of tasks.
- We are in the process of connecting the two sites together, from the perspective of phones, and a review is being made of TimeWarner and TDS, to look at moving to a new data/phone provider, as well...
- The sub-committee will be meeting again, shortly. Date?

Technology Sub-committee update:

Bob D. (shared via e-mail)

- Even more flexible and cost effective alternative to setting up a NAS (network attached storage) or server may be available from two cloud services. Details will be worked out with Brenda this week. Significant savings from the original estimate of \$1400 should be realized (\$600-700).
- The use of cloud services for shared data storage will not only save costs but enhance communication of shared files between sites now that staff will be permanently assigned to NS.
- Computer shifting is being planned by Brenda. She and Bob will discuss and implement reallocation of existing computers and office locations to accommodate new staff and staff office changes.

Treasurer's Report/Financial update:

Colny G./Brenda S.

- Checkbook balance as of 5/31/15 was \$40,956.
- Offerings YTD were \$481,062 vs. \$498,873 budget, and last year at this time of \$466,306. The Treasurer Report Summary shows Net Operating Total at (\$18,752) YTD Actual. Unpledged and loose plate giving is the area with the shortfall, at about \$41,000 below expectations.

- Total expenses are \$7,493 below the budgeted plan through the first 5 months of the year.
- 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.

Valuation of Ida Street rental property update:

Brenda S.

- An independent market assessment on Ida Street property indicated a value of \$109,900 - \$114,900; Brenda shared details supporting the assesment.
- Steve U. moved to begin the lengthy process of selling the Ida Street rental property, within the church by-laws for dispersal of real estate property . Don seconded. Discussion ensued on the topic. Motion approved unanimously.

Audit Report update:

Dean H.

- Dean and Brenda shared discussion regarding a new audit team for the next cycle. All overtures to date have been turned down.

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.
- 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:

Don/Mark

- Don shared a brief update, along with Mark, for some of the on-going works of the Council small-group work team, in regards to potential future ministry team organizational and reporting changes...

Review of Policy & Procedures:

Dean H./Brenda S.

- Cash collection & handling policy discussion: the draft was re-worked extensively, following a lengthy discussion of particulars. Brenda will update and forward to the group.
- Cash handling procedures are yet to be documented fully. The group asked Brenda to bring what she has, for review at the team's next meeting.

Staffing updates:

Brenda S.

- Cindi and Jean have had their last days of work. Exit interviews are being completed.
- Deni Kuchler has accepted the role of DS Dicipleship Coordinator. The other two aspects of Jean's role, fellowship meal coordinator, and soundboard coordinator, will be spun off to others, all staying within the total budget, as previously laid out.
- The 3 staffers moving to the NS will be coordinating these moves over the next couple of weeks.

Ordination news:

Brenda S.

- CJ Boettcher is being ordained July 12th, at the DS. Invitation will be going out within the next week or so. Dessert reception to follow. He'll be going to a church in northern MN.

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, July 14th @ 6:45:

Room 110 D.S.

Respectfully submitted by: Don Kirby