



# First English Lutheran Church

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## 2018 Annual Progress Report

Annual Meeting: Feb. 10, 2019

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**First English Lutheran Church  
Annual Meeting Agenda  
February 10, 2019  
Downtown Site**

1. Opening Devotion: Pastor Jeff Tengesdal.
2. Approval of Minutes: Congregation Meeting Feb. 11, 2018 (page 4).
3. Annual Report Presentations:
  - a. Pastor Jeff Tengesdal (page 7).
  - b. Pastor Mary Bauer (page 8).
  - c. Congregation Council President Jeff Bemis (page 9).
  - d. FELC Endowment Fund Committee Chair Diane Putzer (page 10).

**Resolution One:** Approval of Reports.

4. Treasurer's Report and Approval of recommended 2019 Operating Budget: Mark Van Beek.

**Resolution Two:** Approval of the 2018 Treasurer's Report. (page 26).

**Resolution Three:** Approval of the 2019 Operating Budget, as prepared by the Finance Committee, and approved by the Congregation Council. (Appendix C2-5).

5. Nominating Committee Report and Elections: Jeff Bemis (pages 24-25).
6. Constitution and Bylaws revisions (Appendix D1).

**Resolution Four:** Approval of the changes to the Constitution, Bylaws and Continuing Resolutions of First English Lutheran Church, as recommended by the Council, and made known through notice prior to the Annual Meeting.

7. Ministry Team and Committee Reports: Jeff Bemis (pages 11-20 and pages 24-31).
8. Old Business: Jeff Bemis.
9. New Business: Jeff Bemis.
  - a. Official Acts of the Church: Jeff Bemis (page 6).

**Resolution Five:** Approval of the Official Acts of 2018, as documented in the 2018 Annual Progress Report.

10. Other business for referral to appropriate ministry team, committee or Congregation Council.
11. Closing Prayer: Pastor Mary Bauer.
12. Announcements and Adjournment: Jeff Bemis.

**First English Lutheran Church  
Mission Statement**

***Love Jesus. Live your call.***

Our mission statement answers the question: Why does First English Lutheran Church exist?

We believe that God has a plan and purpose for us: we are called. We accept that there are expectations of us individually and collectively, and when we are putting our faith into action and drawing people into relationships with Jesus, we are fulfilling God's plan.

Therefore, First English exists to love Jesus and to serve Him by living out the purposes for which God has created us - individually and collectively.

FELC's mission is also guided by our core values and strategic boundaries.

**Breaking it Down**

| <i>Love Jesus.</i>   | <i>Live your call.</i>   |
|--|--|
| It's about our relationship with Jesus.<br>We are chosen.  | We believe that God has a plan for us.<br>We are called.   |
| The Great Command: "You shall love the Lord your God with all your heart, and with all your soul, and with all your strength, and with all your mind; and your neighbor as yourself." Luke 10:27 <ul style="list-style-type: none"> <li>• Renew and deepen your faith.</li> <li>• Love Jesus individually and collectively.</li> <li>• Emphasize regular prayer to grow in your relationship with Jesus.</li> <li>• Grow in love toward Jesus and others by being in a small group.</li> </ul> | The Great Commission: Go therefore and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit. Matthew 28:19 <ul style="list-style-type: none"> <li>• Realize that you are called and discover and live out that call.</li> <li>• Share your faith with others.</li> <li>• Live your call individually and collectively.</li> <li>• Grow in discipleship and service through participation in a small group.</li> <li>• Equip people to live their call.</li> </ul> |

**Our Core Values...**

- A welcoming place
- Caring
- Full of energy and life
- A Lutheran expression of Christianity
- We are called to lead
- An emphasis on youth
- Worship excellence
- Preaching and sharing the Gospel
- Multigenerational programming
- Faith in action (benevolence/outreach)

**Strategic Boundaries...**

- The beliefs and doctrines of the Evangelical Lutheran Church in America
- Our congregation's core values
- The Constitution and Bylaws of First English Lutheran Church
- Alignment with the pastors' passions
- A sense of urgency

*"... by my own understanding or strength I cannot believe in Jesus Christ my Lord or come to him; but instead the Holy Spirit has called me through the gospel, enlightened me with his gifts, sanctified me, and kept me in the true faith, just as he calls, gathers, enlightens, and sanctifies the whole Christian church on earth and keeps it with Jesus Christ in the one common, true faith."*

*- Martin Luther*

**First English Lutheran Church  
Annual Meeting, Feb. 11, 2018  
12:15 p.m. - North Site Sanctuary**

Call to Order (12:25 p.m.) – Jon Hagen (Council President) called the meeting to order. A quorum of 75 members was confirmed (81 signed in).

I. Opening Devotion: Pastor Mary Bauer

II. Approval of Minutes: Annual Meeting of the Congregation, Feb. 12, 2017. President Hagen addressed the minutes, asked for any questions, comments or changes, none provided. A motion was heard to approve the minutes, seconded and asked for the yeas and nays, approved without dissent.

III. Annual Report Presentations:

A. Pastor Jeff Tengesdal - Commented on his Annual Report, thanked the Council for its work and those leaving the Council this year, no questions.

B. Pastor Mary Bauer - Commented on her Annual Report, referenced her upcoming sabbatical, no questions.

C. Congregation Council President Jon Hagen - Commented on his Annual Report with specifics on the elements of a successful church, no questions.

D. Endowment Fund Committee Chair Diane Putzer - Referenced the Committee's report, no questions.

\*\*\* **Resolution One:** Approval of Reports - President Hagen asked for a motion to approve the reports published in the Annual Report and discussed at the meeting, seconded, no discussion, asked for the yeas and nays, approved without dissent.

IV. Treasurer's Report/Operating Budget for 2018: Mark Van Beek, Treasurer

A. The Treasurer provided a financial report on the 2017 Annual Year, see Treasurer's Report.

B. Highlighted the following:

1. Mortgage - End of Year 2017 - \$1.69 million

2. Line of Credit used during the year but ended the year with \$0.00 balance.

3. Commented on Amazon Smile as a source of revenue by members designating FELC as a beneficiary.

4. Youth Activities offering Scrip to members as a fund raiser for their activities.

C. The Treasurer - Presented the recommended Operating Budget for 2018 as prepared by the Finance Committee and approved by the Congregation Council for presentation to the members, see proposed budget in Annual Report.

\*\*\* **Resolution Two:** Approval of the 2017 Treasurer's Report as outlined in the Annual Report starting page 27 and as discussed - President Hagen asked for a motion to approve the Treasurer's Report for 2017, seconded, no discussion, asked for the yeas and nays, approved without dissent.

\*\*\* **Resolution Three:** Approval of the 2018 FELC Operating Budget as outlined in the 2017 Annual Report, pages C-2 to C-5 - President Hagen asked for a motion to approve the 2018 FELC Operating Budget as presented, seconded, no discussion, asked for the yeas and nays, approved without dissent.

## **2018 Annual Meeting Minutes (cont.)**

V. Nominating Committee Report and Elections: President Hagen presented the Nominating Committee Report.

A. For Congregation Council there are five candidates (Dan Baumbach, Dayton Henderson, Deni Kuchler, David Lindenstruth, Hollie Holtebeck) for three 3-year open positions and one 1-year position open due to the resignation of John Zweig. President Hagen requested any additional nominations from the floor. There were none. The congregation voted by secret ballot. The results of the election are for the 3-year terms: Dayton Henderson, Deni Kuchler and David Lindenstruth. For the 1-year position: Hollie Holtebeck was elected. President Hagen thanked all who put their names forward in nomination and requested a motion to destroy the ballots, seconded and approved by yeas and nays without dissent.

B. For delegates to the Synod Assembly the slate included Jon Hagen, Joy Hagen, Rudi Pakendorf, Diane Putzer, Pete Vandenberg and Mary Vandenberg. A motion was requested to approve the slate of delegates, seconded and approved by the yeas and nays without dissent.

C. For the 2018 Nominating Committee the slate of members included Jeff Bemis, Bruce Doerfler, Doug Moard and Chris Skowen. A motion was requested to approve the slate of members, seconded and approved by the yeas and nays without dissent.

VI. Constitution and Bylaws Revisions: Diane Putzer presented the changes to the Constitution and Bylaws as they relate to the Endowment Fund. The changes were referenced in Appendix D of the 2017 FELC Annual Report. Specifically, the changes related to Chapters 13 (Congregational Committees) and 14 (Organizations Within the Congregation) of the Constitution. More specifically the name of the Trust Fund changes to Endowment Fund to reflect more accurately its legal definition. Further changes were made to more accurately reflect how the committee operates and functions when professionally managed as it is now. Questions were raised to clarify the two areas and were answered.

**\*\*\* Resolution Four:** Approve the changes to the Constitution, Bylaws and continuing resolutions of First English Lutheran Church, as recommended by the Council and made known through notice prior to the Annual Meeting and outlined in Appendix D of the 2017 FELC Annual Report. Motion was made to approve, seconded and approved by the yeas and nays without dissent.

VII. Ministry Team and Committee Reports:

A. H.E.R.E. Committee - John Zweig representing the co-chairs of the committee presented a status report on the H.E.R.E. project (Downtown Site Front Entrance). The project is complete except for some issues with the handrails that are being reworked and the front doors still need some refinishing and repair. The contractors will resolve these issues soon.

B. H.E.R.E. Budget - The total cost for the project came in at \$271,531 under the projected cost.

VIII. President Hagen presented the Ministry Team and Committee reports.

IX. The President adjourned the meeting at 1:40 p.m.

Submitted by John Zweig  
Congregation Council Secretary

**First English Lutheran Church 2018 Official Acts  
(As of Dec. 31, 2018)**

BAPTISMS: 19 (19 Children, 0 Adults)  
CONFIRMATIONS: 35  
MARRIAGES: 5 (both or one were members)  
NON-MEMBER MARRIAGES: 0  
BURIALS: 13 (10 members, 3 non-members)  
BAPTIZED MEMBERS added to membership in 2018: 54  
CONFIRMED MEMBERS added to membership in 2018: 30  
BAPTIZED MEMBERS removed by death, transfer or release: 68  
CONFIRMED MEMBERS removed by death, transfer or release: 60  
ACTIVE BAPTIZED MEMBERSHIP: 2,747  
ACTIVE CONFIRMED MEMBERSHIP: 2,096  
ASSOCIATE MEMBERS: 8  
TOTAL HOUSEHOLDS: 1,096  
AVERAGE WEEKLY ATTENDANCE: 526

## Senior Pastor's Report - Jeff Tengesdal

*For it is God who is at work in you, enabling you both to will and to work for his good pleasure.*

Reflecting on 2018 has led me to this verse from the second chapter of Philippians. It certainly has been God who is at work in us. I am reminded of our Lenten message almost a year ago: *Shaped by the Cross*, where God's work was likened to Michelangelo chipping a masterpiece out of marble.

God has been chipping away at First English and has enabled us to will and to work for the things that please God. Last year is filled with stories of God at work.

Close to my heart is ministering outside of our walls, and these are just some of the examples:

- Enthusiastic support and care for a newly arrived family of Congolese refugees
- Neighbors and community blessed by a second *God's Work. Our Hands.* Sunday
- Men's summer picnics in the garden, feeding the homeless and our neighbors
- Missionary support for Stephanie Olson in Cambodia

If there is one area where God is especially at work, it is ministry with our younger members:

- A new vision for Sunday School that incorporates adults, storytellers and pastor chats
- The power of 30,000 youth gathered by the Holy Spirit at the ELCA Youth Gathering
- Homegrown Vacation Bible School
- The delight of summer interns planning a pet blessing for Wednesday worship

God has certainly been enabling the leadership of First English to work for what pleases God, as evidenced in these ways:

- A Congregation Council that dared "imagine the impact" of new 2019 ministry initiatives
- Stewardship work resulting in a record-setting return of *Statement of Intent* Cards
- Pastor Mary taking a much-deserved sabbatical and returning with plans for small groups
- Members of Mental Health Ministries who have emphasized learning and inclusion

We've been unafraid to try new things. We've welcomed new members. We've worshiped and praised God a half-dozen times a week. We've become a community hub for the Fox River Chamber Fest and the New Horizons Orchestra and a multitude of outside groups. My hope for 2019 is that First English becomes even more well known for God's spirit of inclusion and welcome.

Seeking to do that which pleases God, I am grateful for the members of this vibrant congregation who support its work through offerings, time and prayer. I particularly lift up a word of thanks to my gifted colleagues, Pastor Mary and members of the staff, who model that the work they do is a calling, not just a job. I offer a word of gratitude too for Congregation Council President Jeff Bemis and members of the Council who have guided the church well this past year.

Finally, I thank the Lord who has indeed been at work in us, and who will carry us into this new year with a sense of His will and good pleasure.

In Christ,

Pastor Jeff Tengesdal

## Pastor's Report - Mary Bauer

Here are some of the ways I have lived my call in 2018:

- **Sabbatical and Continuing Education:** Thank you so much to the congregation for supporting my sabbatical. During my time away (May 7 to Aug. 6), I was recharged for ministry in various ways. I relaxed by gardening, doing some yoga and golf, and reading. I reconnected with friends in Waupaca and friends and family further away. And for continuing education, I went to a conference on small group ministries in Minneapolis, MN. Hopefully you have already heard about this new initiative here at First English patterned after small groups at the Saddleback churches. FELC's Life Group Ministry Coordinator, Jeanne Gronholm, and I attended this event and have been working hard to prepare for a small group launch in January with the study, *Fearless Faith*. We are both excited about this new initiative.
- **Studies and Learning:** What a joy it has been to study Hebrews and Deuteronomy during my Wednesday morning Bible study. Sincere thanks to Kirsten Owens who filled in during the time I was gone. Sunday morning studies have included *Meditations on the Psalms* by Dietrich Bonhoeffer and *Don't Sing Songs to a Heavy Heart* by Kenneth Haugk. In addition, many participated in our Lenten study, *Meditations on the Sufferings of Jesus* by Ken Gire. Speakers reinforced the theme of God working through our "imperfections." The Adult Learning time at the Downtown Site included forums on many topics. I continued with our *Engage Page*, both online and as a bulletin insert. A sincere thank you to all who wrote devotions over the summer while I was on sabbatical. Sunday school continues to adapt in order to make it meaningful for as many people as possible. Pastor chats and an intergenerational emphasis help parents fulfill their baptismal promise to help their children grow in the Christian faith and life.
- **Caring Ministries:** Thanks go to our Stephen Ministers who continue to help others cope with struggles and hardships in life. We have added two programs to our caring ministries - *GriefShare* and *Coping with Divorce*. Our first session of *GriefShare* was in March to April and our second session was in October to December. This is a powerful ministry of helping people deal with the death of a loved one. Our Divorce Ministry is being run in conjunction with First Congregational Church and will be an ongoing effort to help those dealing with the heartache of divorce.
- **Staffing:** Other than saying good-bye to Hannah Sprenger and welcoming Jeanne Gronholm this spring, there haven't been many long-term changes to staff. I am continually blessed to supervise a creative, dedicated and flexible team at church including Kirsten Owens in faith formation, Heidi Schreiner with interns and high school youth, Kathy Larson in discipleship and Becky Kallio in fellowship. Thank you to this great team.
- **New & Review:** In January and September of 2018, we offered this three-week class for new members. I teach the class on *The Bible and Lutheran Theology*.
- **Confirmation:** With 9<sup>th</sup> graders, I taught *Faith on Trial* classes and helped with the final retreat. For the 7<sup>th</sup> grade, I taught at Confirmation Camp, led various large group classes and helped out with the opening overnight at the North Site. I feel blessed to work with these great youth.
- **Outreach:** Thanks to all who organized *God's Work. Our Hands*. Sunday. Also, thanks to those who responded in forming a second *Good Neighbors* team to help welcome a new group of refugees from the Congo in November. The first team continues to help out with a large number of refugees. Many thanks to the Outreach and Social Ministry Team for organizing these efforts and others in response to both global and local needs.

Thank you for supporting me as your pastor!

Pastor Mary Bauer

## **Congregation Council President's Report**

I am so grateful for the opportunity to serve as the FELC Congregation Council President for 2018. This year's Council did a great job in their role to prayerfully consider, determine a path and lead the congregation. It is the role of leaders to imagine the possible and plan for the challenge. I especially appreciate the Council's decision to fully support our stewardship drive this year: *Imagine the Impact*. And, of course, all of you who support our stewardship drive.

The *Imagine the Impact* campaign was created with the support of the synod which arranged for a discount from the firm GSB. While we were able to use their resources to create the campaign, the three initiatives were envisioned by the Council with input for the Stewardship Committee. In 2018, we needed to create the funding and plan to implement in 2019. So, as a congregation, we needed to fully fund the budget and raise \$100,000 more to pay for the three initiatives:

- Inspiring Worship
- Neighbor Network
- Ministry Capability

In February, the Council retreat focused on shaping our future. We decided to focus on two areas. We created Council work groups focused on Lead Staff transition and growing the kingdom of God. While we do not have a hard retirement timeline for our Lead Staff, we want to be prepared. This work group has held several listening meetings and is preparing an action plan. The work group that focused on growing the kingdom of God evolved into the three stewardship initiatives.

In 2018 we commissioned two task forces. The Organ Task Force will determine how the Downtown Site organ can be enhanced and how that will impact our worship service. The Downtown Site has needed to upgrade its kitchen and a task force will determine what needs to be done. At this point, the old oven has been removed and smaller, more efficient ovens have been installed.

A Life Group Ministry Coordinator was hired and FELC's focus on small groups has elevated. We believe that our congregation has a need for fellowship beyond worship and small groups are a great way to fulfill that need.

In closing, my sense is that we are a congregation that is headed in a positive direction with committed members and solid council leadership. It is my pleasure to be a small part of a much bigger picture.

Jeff Bemis  
Congregation Council President, 2018

## FELC Endowment Fund

The FELC Endowment Fund is responsible for permanently restricted funds of FELC. Its purpose is to enhance the work of the church by establishing new ministries and stewardship opportunities in addition to and apart from the general operation of the congregation. During 2018, Recital Series, Outreach, Gary Pino Bible and Paul Schulz Camp Fund (all with balances well under the \$10,000 minimum for a separate fund) had their balances transferred to the First English Fund. Also, most of the Roberta M. Roloff Music Fund and the Gail Evans Scholarship Fund were moved to spenddown accounts because their intent was to be spent rather than endowed. Total assets of the FELC Trust were \$562,090 and \$670,005 at Nov. 30, 2018\* and Dec. 31, 2017, respectively.

The balances in each endowment fund as of Nov. 30, 2018\* are as follows:

- **Gail Evans Scholarship Fund:** A spenddown fund to provide collegiate scholarships to FELC youth. Selection made by a committee appointed by the Trust Committee. \$306
- **First English Fund:** An unrestricted endowment fund for the benefit of FELC operations. \$267,961. There is also a Charitable Remainder Annuity Trust of \$50,890 that will eventually become part of this fund.
- **Roberta M. Roloff Music Fund:** A spenddown fund established to benefit FELC music activity in worship. \$3,428
- **Ministerial Students Fund:** An endowment to provide financial assistance for ELCA seminary education costs for members of the congregation. \$18,890
- **Stapel Organ Scholarship Fund:** An endowment established by the Stapel family to foster interest and development of organ proficiency among members of FELC through support of programmed training. \$106,709
- **J. C. Quello Fund:** An endowment to encourage the individual pursuits of artists and musicians, and to fund purchasing gifts of art to remain in the collection of FELC. \$12,230

In the current update of the First English Lutheran Church constitution, the name of the First English Lutheran Trust Fund will be changed to First English Lutheran Endowment Fund to properly reflect the legal characteristics of the fund.

We will continue offering education opportunities for FELC members on planned giving opportunities.

### 2018 MEMORIALS RECEIVED

*Robert Gauerke  
Jim Lee  
Norman Rettler*

*In Memory  
Elaine Krueger  
Martin Much  
Ruth Rucks*

*Jean Lee  
Mary Jane Rettler  
Lance Schmidt*

*Estate Gifts  
Roland E. Kowalke*

*2018 Trust Committee voting members: Mark DesRochers, Charles Dorn, Collin Goldschmidt, Don Kirby and Diane Putzer (Chair). Non-voting members: Brenda Smongeski and Pastor Jeff Tengesdal.*

\* Dec. 31, 2018 financials were not available when the annual report was printed.

## **Stewardship Committee**

The Stewardship Committee would like to thank all members who made contributions during this past year and have generously pledged for 2019. We are very appreciative of those of you who have made firm commitments as well as those who pledged to give as you are able. All amounts are a blessing.

In the fall of 2018, we presented our *Imagine the Impact* campaign. We are very grateful to have surpassed our goal of a \$100,000 giving increase through three initiatives: *Inspiring Worship*, *Neighbor Network* and *Ministry Capability*. These initiatives will allow First English to better serve our members and our community.

We would like to enhance the worship experience for children, individuals, family and visitors and make it more of a celebration. We would like First English to be a community leader for funded and unfunded projects alike for our members and neighbors both across the street and wherever there is a need. We would like to improve our Gathering Areas and technology to enrich our time together at both the Downtown and North Sites.

Jesus Christ presented many challenges to us on how to make our life one of unselfishness. We are appreciative of all our blessings, but we are especially proud and thankful that we have the ability to serve others. Together we will make *Imagine the Impact* a reality.

*2018 Stewardship Committee members: Gary Akgulian, Jeff Bemis, Michael Schmid, Brenda Smongeski and Pastor Jeff Tengesdal.*

## Congregational Life Ministry Team

Our mission is to help worshipers connect with each other and to develop programs and fellowship activities. In this spirit, these are the activities supported in 2018.

Congregational Life provided leadership in hosting these events with help from many others.

- Mar. 25: Palm Sunday Breakfast was prepared and served by the men of the congregation at both sites and enjoyed by all who attended.
- June 3: The Annual Church Picnic was held at the North Site. There were root beer floats and other picnic fare, games, inflatables and a plant exchange.
- Dec. 5: Advent Vespers was a fun fellowship event for the entire family. Mary's chicken dinner was served. There were children's crafts and story reading preceding the Vespers worship.

We continue to expand programs with Mental Health Ministry, Stephen Ministry, grief and divorce outreach and communion visits for shut-ins.

- Heidi Schreiner attended a Stephen Minister LTC (Leadership Training Course) in Orlando, FL Jan. 6-13 to help with the Stephen Ministry program at First English. Stephen Ministers are members of our congregation who listen, care, encourage and provide emotional and spiritual support to people who are facing a crisis or going through tough times.
- A *GriefShare* group was started Jan. 22 to help people who are dealing with grief. *GriefShare* is a nation-wide ministry that helps people cope with the death of a loved one. There were winter, spring and fall sessions.
- A Divorce Care Group started Apr. 4. Each week there was a short video on a different topic with discussion. There was also a fall session of this group.
- *Youth Mental Illness 101* presentation was offered on May 16 by NAMI (National Alliance on Mental Illness). This was an overview of mental illness and its impact, treatment along with recovery, the adverse effects of stigma, the importance of advocacy and the community role of NAMI Fox Valley.
- The Summer Interns hosted a concert to benefit The Center for Suicide Awareness in the Downtown Site *Seeds of Grace* Learning Garden on Aug. 5.
- A group participated in a NAMI 5K walk event on Oct. 6 to raise funds and awareness for those needing resources and support who live with or care about someone living with mental illness.
- The Mental Health Awareness Team hosted a viewing of the movie *Inside Out* at the North Site on Oct. 14.

The 50+ Group hosted many fellowship and program events led by Nancy Strebe, Sharon Evensen and their dedicated team.

- Feb. 21: Co-sponsored the Lenten meal with Miriam Circle and served BBQ sandwiches.
- Mar. 29: Hosted a Maundy Thursday brunch/lunch at the Downtown Site.
- May 17: A staff member from the warming shelter shared information about the services they provide to the homeless in the area.
- June 17: A trip was taken to the Twig's Beverage Museum in Shawano including lunch at Luigi's.
- Aug. 2: Hosted the annual BBQ with the Summer Interns.
- Dec. 12: Hosted the congregation-wide Advent Soup Buffet at the Downtown Site.

Congregational Life supports Life Groups and Small Groups. Life Groups are activity based and Small Groups are Bible study focused with opportunities for fellowship, evangelism, worship and outreach. Jeanne Gronholm joined the First English staff in April to help support both groups. This year there were four Life Groups:

- Board Game Guild group meets the first Monday of the month, May-September.
- Daytime Women's Book Club meets the 4<sup>th</sup> Thursday of the month.
- Bridge Card Group met beginning in June and plays twice a month on Thursday.
- Dining Out Group meets once a month to explore Fox Valley restaurants for lunch or dinner.

First English will kick off its first Small Group Campaign in January 2019. Host signup for groups took place in December with groups beginning the week of Jan. 20, 2019.

We have a committed team of wedding coordinators, marriage mentors and the pastors to help engaged couples prepare for a new life together when planning a wedding. On Apr. 7 the workshop *Building a Successful Christian Marriage* was held for couples intending to have their wedding at First English.

A devoted Funeral Committee has been running funerals with wonderful dedication. A.J. Frea and Fred Hoepfner head up the team of volunteers providing the funeral meal when requested by the family.

*2018 Congregational Life Ministry Team members: Jeanne Gronholm (staff liaison), Jon Hagen, Carla Jones and Sherrill Moard.*

## **Intern Enrichment Ministry Team**

The Intern Enrichment Ministry Team provides oversight and support to the Summer Intern Ministry, its supervisor and its participants. This program, open to college-age men and women, allows the interns to discover and mature in their love for Jesus, develop Christian leadership skills and live out their call through a summer of service in the church and the community.

During the summer of 2018, FELC hired 10 college students to serve as interns. Each Intern was assigned a different focus for the summer. The ministry areas in which internships were offered were: Elementary School, Middle School, High School, Outreach, Art, Worship, Music and Communications.

Together with FELC's full-time staff, interns were leaders and facilitators for camps, trips, studies, congregational fellowship events and service projects throughout the church and community. Each intern was provided an outline and time schedule of the programs to be offered within his or her focus area, along with several activities or events that they had to work on as a team to accomplish. The interns were responsible for developing the programs and recruiting participants. Heidi Schreiner, the Youth and Summer Ministries Coordinator, provided oversight, leadership and guidance as an employee of the church and continues to be a driving force of passion within this ministry team.

Highlights of the 2018 summer activities and programs included: over 80 kids at Day Camp, the Intern Office revamping project, Wednesday night worship services, many music lessons (guitar, ukulele, voice, piano and drums), developing friendships with one of the Congolese refugee families, helping out with the congregation-wide pool party, serving at Echoes weekly, Vacation Bible School, facilitating a pet blessing service and weekly visits to Fox Valley Lutheran Homes. One of the interns was also able to serve as an adult leader for the high school ELCA Youth Gathering while taking on a strong leadership role in facilitating its Synod Day program/worship with Heidi. Toward the end of the summer the interns planned, coordinated and hosted a benefit concert in the *Seeds of Grace* Learning Garden located at the Downtown Site. They raised funds, played music, and brought in special speakers to share information and resources through The Center for Suicide Awareness, the benefactor of this concert.

Lastly, the interns had the opportunity to grow in their own faith through a weekly book study with Heidi, sharing messages on Wednesday nights and through their mentor relationships with adult members of FELC.

One of the ministry team's largest projects is the *Make an IMPACT!* annual fundraiser. All proceeds from this event support Summer Intern Ministry and programming. In 2018, this event took place at The Outer Edge Stage and through the event's efforts and generous sponsors, raised over \$30,000. Intern programming also received generous gifts from the Outreach Ministry Team through the Schulz World Mission Fund, The Arthur Krempin School of Music & Art and many sponsors through new sponsorship opportunities. The Ministry Team's gratitude for the continued support and generosity of the congregation and community members cannot be overstated and is very humbling.

*2018 Intern Enrichment Ministry Team members: Kathy DesRochers, Julie Doerfler, Alyssa Douglas, Carrie Kiekhaefer (Chair), Sara Laumer, Jessica Mielke and Brenda Smongeski. Staff Liaison: Heidi Schreiner.*

## **Invitation and Hospitality Ministry Team**

The ongoing projects of this team have continued to be addressed.

- The team continues to have magnetic name tags available for order.
- The team assembles visitor welcome gifts for guests. Each contains an FELC mug with several informational pamphlets and a sweet treat.
- Friendship pads in the Sanctuaries at both sites remain stocked and visitor letters are sent.

With the departure of staff member Hannah Sprenger the team has focused its energies organizing the casserole ministry. Various members of our congregation have donated casseroles to be brought to those who would benefit from this tangible sign of caring. Remember, anyone is welcome to stop by and pick up a casserole for a friend in need.

The New Member Ministry continues to be run as a three-week course, with one session at the Downtown Site, one at the North Site and the final event being a new member lunch at Pastor Jeff's home.

*2018 Invitation and Hospitality Ministry Team members: Jeanne Gronholm (Casserole Ministry), Debbie Pheifer and Henry Uslabar. Staff Liaison: Pastor Mary Bauer.*

## Learning Ministry Team

The Learning Ministry Team works to connect kids to Christ, each other and their faith community. Sunday morning Learning Times continue to be offered at both sites for children age 3 through grade 6. The structure of Sunday morning has included additional changes this year including the relocation of the Pastor Chat discussion from the Sanctuary to the Lower Level at the North Site to foster greater conversation and connection among families. At the Downtown Site children now enter the Sanctuary at the end of the 9:15 a.m. worship and sit with their families to participate in Pastor Chat together. In addition, Confirmation prep/junior leadership components have been introduced to the grade 6 (at the Downtown Site) and grades 5 & 6 (at the North Site) classes. The structure matches the Confirmation alternating model of large group one week, small group the next in an effort to acknowledge the changing needs of students as they approach the end of their time in Sunday School. These older students present small parts of the large opening assembly with a focus being placed on the Sunday School stewardship drive. The recipients of this drive were voted on by the students at each site. We are beginning to receive positive feedback on some of the changes although continued responsiveness to new challenges, needs and ideas remain.

The 2018 theme for Vacation Bible School was *Creation Celebration*, a program completely developed in-house by FELC staff and members. This approach was initiated in hopes of providing material that targeted FELC's unique education needs while utilizing the gifts of members. Some new components, like *Mission Moment*, which included presentations by various community organizations, were well-received. The size of the project and ability to execute certain parts were a challenge.

*Rally Sunday* was once again merged with the ELCA-wide service event, *God's Work. Our Hands.* on Sept. 11.

*Holy Communion* class for grades 2 and higher and *Using My Bible* class for grade 3 were offered again this year for students and their parents.

We continue to work on encouraging all ages to participate in the intergenerational congregational Christmas program to emphasize the importance of telling the story of Jesus' birth as a full church family.

The Confirmation program continues to be built on a combination of large and small group learning environments to ensure consistent presentation of Biblical, theological and community material. Confirmation Camp remains an important cornerstone precursor to the start of Confirmation. This year, 14 incoming 7<sup>th</sup> grade students attended camp at Crossways Imago Dei Village resulting in the highest proportion of incoming Confirmation students attending camp (56% up from 51% last year) in recent years.

For the first time, *Affirmation of Baptism* originally scheduled to occur on Apr. 15 was canceled due to a winter storm requiring a shift to the following Sunday, Apr. 22. On that day, 36 students were confirmed. The Affirmation of Baptism service occurred at 10:30 a.m. at both sites with 22 students confirmed at the North Site and 14 students confirmed at the Downtown Site.

Kid's Life is offered the same Wednesday evenings that Confirmation meets from 7-8 p.m. in Downtown Site Room 014. The program, led by volunteer Rachel Lindenstruth, provides excellent, faith-based crafts, service activities, parties and discussions for students grade K-6 and is valued greatly by those who attend. Attendance has increased significantly.

For Adult Education information please refer to Pastor Mary's pastoral report on page 8.

*2018 Learning Ministry Team members: Nathan LeDuc, Becky Stellmacher, Laura Tlachac, Debbie Walters and Gehrig Williamson. Staff Liaison: Kirsten Owens.*

## **Outreach and Social Ministry Team**

*Love Jesus. Live your call.* The Outreach and Social Ministry Team is called to provide opportunities for the FELC community to show our love for Jesus by answering the call to love our neighbors as ourselves, to care for the sick, poor and hungry and promote social justice. In 2018, FELC members reached out to people in our community and the world in many ways.

### **Global and Church-Wide:**

- FELC donations for Lutheran World Relief included 220 quilts, 117 school kits, 52 health kits and 75 baby care kits. Members also helped load Lutheran Social Relief donations onto two semi-trucks for transport.
- Supported missionary Stephanie Olson, Cambodia Country Coordinator for ELCA's Young Adults in Global Mission Program. She supervises six youth in the ELCA Young Adults in Global Mission program. The Lutheran church has been there for six years with 350 members. Stephanie will serve in companionship with the newly established Lutheran Church in Cambodia (LCC), as well as with a long-standing partner development organization, Life With Dignity. Stephanie is the niece of FELC members Anita and Bob Damon.
- Offered an Alternative Gift Fair in December and over \$2,900 in "alternative gifts" were purchased by FELC members and their families.
- Through the Schultz World Mission Fund, supported a member participating in a Habitat for Humanity build in Nepal.
- Approved a *Live Your Call* grant for a member participating in a mission trip to West Virginia with the Appalachia Service Project organization. Two FELC members participated in the mission trip.
- Supported the Equal Exchange Coffee Project through regular sales of fairly traded coffee, tea, cocoa and chocolate bars.
- VBS students donated \$163.55 to be used towards the symbolic adoptions of four endangered species (Harbor Seal, Bald Eagle, Bison and Mountain Lion) through the Sierra Club.
- Sent a Christmas card and FELC greeting to our companion congregation in the Western Diocese of the Evangelical Lutheran Church in Southern Africa.

### **Regional and Synod:**

- For the 22<sup>nd</sup> year, an FELC team participated in the Sole Burner Run/Walk to benefit the American Cancer Society.
- Supported the ongoing pop-top collection to benefit the Ronald McDonald House in Milwaukee.

### **Congregational:**

- Outreach donated several auction items for the *Make an IMPACT!* fundraising event.
- Promoted Echoes and solicited donations of clothing and household items.
- Helped several congregational members attend a church college through the FELC church college covenant scholarship program.
- Through the Schultz World Mission Fund, the team funded a summer intern with emphasis on outreach.
- Provided non-monetary outreach to numerous community organizations outside FELC through use of our buildings at no cost.

### **Community:**

- On May 12, members helped to organize and supply meals and provide services at the Fox Valley Warming Shelter.
- *Help for the Homeless:* FELC collected hygiene and cleaning products for local crisis agencies and provided use of the North Site gym for collection and sorting of the products from throughout the Valley.

## **Outreach and Social Ministry Team (cont.)**

- About 15 members comprise a “Good Neighbors” team, which helps refugees new to our area adapt to life in Wisconsin. In addition to helping refugees improve their English and financial literacy, the team has been working with the Congolese families to help them attain driver’s licenses since some family members work shifts that don’t coincide with the bus schedule. A new refugee family was welcomed to the Appleton area late in 2018.
- *Operation Christmas*: Collected Christmas wish-list items for Lutheran Social Services programs that serve men and women with mental health issues, Crossways Camping Ministries, Leaven, COTS and Riverview Gardens. Donations were delivered in time for Christmas giving.
- FELC members helped prepare and serve lunch on a monthly basis at the Salvation Army. Confirmation students and FELC families enthusiastically covered several hours of Red Kettle bell-ringing during the Christmas season.
- There was ongoing food collection at both sites for St. Joseph Food Pantry.
- Local Needs Quilters made and supplied 144 quilts for local needs.
- Promoted ESTHER events, the *CROP Walk*, collection of eyeglasses and hearing aids for recycling and others.

FELC benevolence funds support synod and church-wide ministries along with local non-profit organizations. Please see the benevolence details in the Appendix section of this annual report.

*2018 Outreach and Social Ministry Team members: Bonnie Clasen, Kris Helm, Allison McGinnis and Diane Putzer (chair). Staff Liaison: Pastor Mary Bauer.*

## **Worship and Music Ministry Team**

The broad objectives for the Worship and Music team are to help worshipers understand and experience the story of Jesus within the liturgical year, through treatments, banners, paraments, décor, objects, pictures, colors and more; to generate ideas for increasing worship attendance (particularly among children and families), consult with staff and/or pastors and then implement those ideas; to support the work of music directors and pastors; and to reach out to the community by facilitating concerts, recitals and music and fellowship opportunities.

In 2018, the Congregation Council accepted the team's motion to move from three to two weekly summer services at the Downtown Site as a trial with review in the fall. This was in response to several letter requests from parishioners and Pastor Mary's sabbatical. In the fall, the team surveyed worshippers and with 100 surveys completed, 89% responded that they wanted two services during the summer and 7% wanted to continue with three. Based on the positive response, two summer services will continue at the Downtown Site for the summer of 2019.

The team has also begun conversations with the Learning and Youth Connections ministry teams on how to increase intergenerational participation in our worship and music programs. This will continue throughout 2019 with the goal to have more families participating and worshipping together. At the North Site, Rod McComb has created a time between services for Middle School students to learn how to participate in the Praise Band.

FELC is one congregation with two worshipping sites. We presently have six different worshipping services per week. We continue to evaluate them to look at ways to streamline and improve them. One of the goals is to have more collaborative worship services; that is, to combine the different music styles and participants from the two sites into one. An example of this was 2018's Advent Vesper service in which the North Site's Praise Band contributed to the service, along with the Downtown Site's choirs and Handbell Choir.

In the Fall of 2018, Nathan Birkholz, with monies from the Roloff Fund, organized the Lawrence University Cantorei. It is comprised of eight students that meet, practice and sing at the weekly 10:30 a.m. Downtown Site worship service.

Finally, the team is working with the staff to stream the weekly 8 a.m. worship service on the church's website and perhaps, the church's Facebook page. It should be available to view in early 2019.

Additionally during 2018, the team:

- Continued the study and trends of worship attendance at both sites.
- Changed the name of the special fund called TV Ministry to Media Ministry to reflect the current use of technology.
- Replaced the piano in the North Site basement with a newer donated piano.
- Created an organ task force to study future needs of the Downtown Site organ.
- Supported the *Make an Impact!* Auction for the summer intern program with a donation of reserved seats for a Christmas Eve service at each site.
- Coordinated member donations of red geraniums and used them to decorate the Sanctuaries for Pentecost and then planted them at both sites.
- Maintained the worship spaces at both sites in a way that reflects the liturgical seasons of the church year and enhances the worship services.
- Managed the care of the Downtown Site organ and the pianos at both sites.
- Decorated the Sanctuaries for various church seasons including Advent, Christmas and Easter.
- Supported a team that cleaned the nursery and refilled the activity bags at the Downtown Site.

*2018 Worship and Music Ministry Team members: Karrie Aaseby, Nancy Boettcher, Bonnie Clasen, Karen Kneisler, Merlin Kneisler and Milly Rugland. Staff Liaisons: Nathan Birkholz, Rodney McComb and Pastor Jeff Tengesdal.*

## Youth Connections Ministry Team

The Youth Connections Ministry Team provides opportunities to nurture the growth of high school age young adults in their relationships with Christ. We work to ensure that activities are barrier free and varied, and encompass all areas of faith formation. Some objectives that we had for the 2018 school year have been: launch the *Shop with Scrip* Program to off-set annual summer trip costs and be more intentional about bridging the transition from 9<sup>th</sup> grade Confirmation to high school programming.

High school **refuel** continues with FELC youth meeting every Wednesday during the school year from 7-8 p.m. in the Youth Room at the Downtown Site. This is a time of fellowship, study, outreach and prayer. Sessions have included videos, highs and lows, prayer requests, diving into scripture, intentional devotionals, congregational members sharing their testimony, holiday parties, off-site bell ringing, summer bonfires and North Site Gym games. The youth of FELC are living out the call of invitation by bringing friends on a regular basis to **refuel** and supporting each other in their faith development. This year, **refuel** was able to be branded by one of FELC's own, Julia Hujet. The new logo will continue to be used within our bulletin/advertising materials, and we also had shirts made for students to wear including the logo.



**Social Media:** As a way of making more connections with kids and breaking down walls, Heidi Schreiner has used social media platforms as a way of engaging with youth throughout the week. Facebook and Instagram have proven to be great ways to inform students, build community, spread joy and share scripture.

**ELCA Youth Gathering:** This past summer, 25 youth, two parent volunteers, one intern and Heidi flew to Houston, TX, to participate in the tri-annual ELCA Youth Gathering (formerly known as NYG-National Youth Gathering). The theme of the Gathering was "This Changes Everything," Each day taught how God's love, God's grace, God's hope and Jesus changes everything. Some of the highlights included serving at a local cemetery to help restore its beauty while learning about its history, listening to dynamic speakers like Pastor Nadia Bolz Weber or jam with Tenth Avenue North at the evening mass gatherings and communing with over 30,000 people on our last day. The leaders and youth of FELC also had a special opportunity to lead one of the day's programming, which included a 3-hour interactive worship service. Our youth led our 300+ East Central Synod of Wisconsin in a ballroom through dancing, singing, laughing and sharing in discussion as we worshiped together.

**Shop with Scrip Program:** As stated above, the *Shop With Scrip* initiative, most commonly known as Scrip, launched towards the end of 2017. We began in November 2017 and since then have raised over \$3,000 to help off-set costs for Annual Youth Trips such as the Youth Gathering and Mission Trips.

**Looking Ahead:** FELC youth are already preparing for what 2019 will bring - a high school mission trip to the Blue Ridge Mountains in North Carolina through *Youthworks*. The 37 youth and seven chaperones will be serving in a small town called Taylorsville while growing in their faith and love for Jesus, and their relationships with each other. Fundraising and bonding events have already begun and will continue through winter, spring and summer.

*2018 Youth Connections Ministry Team members: Derek Jones (Chair), Lisa Jermain, Patrick Jermain, Chris Kennedy, Barb Schmidt, Jeff Wageman and Jen Wageman. Staff Liaison: Heidi Schreiner.*

## Christian Cooperative Preschool

Christian Cooperative Preschool, sponsored by First English Lutheran Church, is in its 51<sup>st</sup> year of providing a wonderfully unique Christian educational preschool experience to its students. It is unique to other local preschools in that it is a “cooperative preschool.” This means our parents are actively involved within the preschool classroom by working alongside the teacher once or twice per month. This parental involvement with each class reinforces the nurturing and love of the Christian concept underlying the entire preschool program.

*Serving as CCP 2018-2019 officers this year are the following:*

Megan Fitzsimmons, President  
Emily Parry, Vice-president  
Betsy Crotty, Secretary  
Don Monson, Treasurer

*The Governing Board for the 2018-2019 year consists of the following:*

Sara Brinkman  
Megan Fitzsimmons  
Alisa Sierra  
Pastor Jeff Tengesdal  
Laura Tlachac

Christian Cooperative Preschool enrolls children 3-5 years of age. Classes are as follows:

|  |   |
|--|---|
| Monday/Wednesday/Friday morning                        | 8:35-10:50 a.m.<br>3, 4 and 5 years old; Max. per class is 20   |
| Tuesday/Thursday morning                               | 8:45-10:45 a.m.<br>3 and 4 years old; Max. per class is 20      |
| Monday-Thursday afternoon<br>(4K program through AASD) | 11:58 a.m.-3:08 p.m.<br>4 and 5 years old; Max. per class is 20 |

We have a strong Monday/Wednesday/Friday program with 16 students (four openings) and Tuesday/Thursday class has nine students (11 openings).

Our afternoon class is a 4-year-old Kindergarten class run through the Appleton Area School District. We have 18 students in this class and are reimbursed on a per-student basis by the school district since the 4K is a public program.

The success of Christian Cooperative Preschool is due to its talented and dedicated teacher, Marilyn Howard. She has been with Christian Cooperative Preschool for over 19 years and continues to encourage and teach each child at his or her own level of development. This includes a wide variety of experiences that will encourage them to explore and learn in their own way. Marilyn is an extremely kind, compassionate and patient woman both with her students as well as with their families.

Christian Cooperative Preschool is doing well financially. It has a sound fundraising program, with the Simple Simon cookie dough fundraiser every fall. Christian Cooperative Preschool continues to invest some of its savings into CDs again this year.

Christian Cooperative Preschool is extremely grateful to First English Lutheran Church for once again providing a facility for its program, as well as supporting it. On behalf of the 2018-2019 Christian Cooperative Preschool board, I'd like to thank you for all you do for our school. We continually count our blessings for the many families that have walked through First English Lutheran Church's doors. First English Lutheran Church continues to be a wonderful partner with Christian Cooperative Preschool in providing a sound, Christian, early childhood education.

Respectfully Submitted,

Megan Fitzsimmons  
President, Christian Cooperative Preschool 2018-2019

## **The Arthur Krempin School of Music & Art**

*The Arthur Krempin School of Music & Art exists to enrich lives by helping people to explore the arts and their God-given creative talents.*

*It also encourages them to share their gifts freely with others.*

*Activities of The School are intended for the entire Fox Cities community.*

*People of all faiths and backgrounds are invited to participate in its programs.*

In 2018, The Arthur Krempin School of Music & Art again helped to support FELC's summer intern program. The School expanded its financial support this year by providing funding for two FELC intern positions. In turn, we're grateful for the assistance provided by interns to help host performances and receptions of The School, as well as the interns' own efforts throughout the summer to engage youth of the congregation and community through music and art.

The School began a pilot program this year - offering free private music lessons for beginning students who would not otherwise have an opportunity. This is the first program of The School that's intended to be year-round rather than a summer focus. Potential students are nominated for participation by their elementary schools' music teachers. The piano lessons, taught by Nathan Birkholz, began in July for the first student. The School is paying Nathan for his teaching time; it also provided a digital piano for the child to practice on at home, as well as lesson materials at no cost to the family. Work is now in progress to gradually expand this pilot in 2019; additional student nominations were received in November.

Laura Kenny Henckel again led the Summer Chamber Music program during June and July for young area musicians. This was the 14<sup>th</sup> consecutive year of the program under her leadership. This program helps students to sustain their musical development during the summer and provides them with small-ensemble experience. Five ensembles offered special music during worship services on Aug. 5 at FELC's Downtown Site. The summer program concluded with a recital and reception for the participants, families and friends following worship services.

The School again hosted the Fox River Chamber Fest (FRCF) in July. This was its second year, building on a successful pilot event in 2017. This year the Chamber Fest expanded; 10 professional musicians delivered four entirely different performances in nine days, as well as master classes for young musicians. Performers included musicians from the Milwaukee Symphony Orchestra, Baltimore Symphony Orchestra, NYU's Steinhardt School of Music, Lawrence University faculty and more. Over 500 people attended the concerts July 13, 15, 19 and 21. A preview Music Matinee performance was also held at FELC on Sunday, May 6. The audiences' response and support this summer was strong - expressed through generous free-will offerings, housing of musicians, hosting meals and receptions, and enthusiastic offers to help in the future.

With that, plans are for the Fox River Chamber Fest to become an annual event, led by Joseph Hauer as its artistic director. Also, to help ensure its financial viability, the event will now become part of The School and its ongoing programming. Performances for the 2019 Fox River Chamber Fest are set for Thursday, July 18 at 7 p.m.; Sunday, July 21 at 3 p.m.; Thursday, July 25 at 7 p.m.; and Saturday, July 27 at 7 p.m. at FELC's Downtown Site.

Art Week was held in July and led by FELC Summer Interns. I'm grateful for their initiative and enthusiasm. Looking ahead, Art Week is being reimagined for 2019 to provide students with the renewed leadership of an art education professional and interns in support.

With programs of The School now increasing, an active board of directors is needed. The following individuals have agreed to participate in this going forward: Austin Boncher and Brenda Smongeski, both of whom served previously; and Alyssa Douglas, AJ Frea, and Renee Ulman, all of whom would be new members. I'm grateful for the unique experiences and capabilities each of them brings to the group and their willingness to serve. Consistent with Section 3.3 of its bylaws, "Individuals shall be elected to the Board of Directors by a majority vote of the eligible voting members of First English at the Annual Meeting..." I ask for your approval of these five nominees at the upcoming Annual Meeting. I sincerely thank the past board members for their dedication and service.

Finally, thank you to all who have attended, participated and generously contributed time, talents and money to The School in support of its mission. *Soli Deo Gloria*.

Respectfully submitted,

Dayton Henderson  
Director

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### **Echoes, A Christian Thrift Store**

Echoes has just finished its 14<sup>th</sup> year of operation. We could not have accomplished this without the support of our members and the tremendous number of hours many of you have contributed over the years. We encourage all members to spend some time, either volunteering or shopping, to help make this outreach mission a success and to help others in the community. Figures this year include:

Income: \$132,964

Expenses: \$137,898

Profit/(Loss): (\$4,934)

This year has brought some new challenges for the store. Both increased competition and decreased donations as well as quality of donations, has led to a less than optimal performance. Due to the decreasing volunteer base, we have had to close the store on Mondays. Our current hours are Tuesday-Friday 9 a.m. - 5 p.m. and Saturday 9 a.m. - 4 p.m. We have had some minor employment changes and have had to add additional staff on Saturdays to cover the needs of the store.

As we settle in to the new year, we continue to have a need to add board members. Most importantly we are in need of a chair to help guide us in this next year. Please consider what you can do to benefit the mission as we embark on our 15<sup>th</sup> year.

Respectfully submitted,

Kathryn Hoffman  
Echoes Manager

## **Nominating Committee**

The 2018 FELC Nominating Committee was responsible for developing a list of nominees for the Congregation Council, a slate of delegates to the Synod Assembly and a slate of nominees for next year's Nominating Committee. The FELC Constitution and Bylaws require that three members of the Council be replaced each year as their three-year terms expire. This is the third year that three will be elected and only the first year that just three members finish their terms.

The Nominating Committee actively solicited names from the congregation through announcements in the weekly bulletin and monthly newsletter. To assist in identifying candidates, we used lists from previous Nominating Committees and added names based on the committee members' suggestions, suggestions from staff and other members of the congregation.

The committee members then contacted individuals personally. The goal was to bring a balanced list of nominees, including candidates from both sites, to fill the available positions on the Congregation Council. The following members of the congregation have volunteered to place their names in nomination for the Congregation Council. Please thank all of them for their willingness to serve.

Don Kirby

Kathy Freeman

Pete Vandenberg

Delegates to the Synod Assembly are yet to be recommended. Any open positions may be filled by a vote of the Congregation Council.

The slate of nominees for the 2019 Nominating Committee is:

Judy Forseth

Deanna Sanders

Mark VanBeek

*2018 Nominating Committee members: Jeff Bemis, Bruce Doerfler, Hollie Holtebeck, Doug Moard and Christina Skowen.*

## **The Nominating Committee presents the following candidates for the 2019 Congregation Council:**

**Kathy Freeman** and her husband, Doug, have been members of First English Lutheran Church for 25 years. They have two sons. Kelly is economic development director for Sault Ste Marie, MI. Cory is a graphic designer in Madison where he lives with wife, Katie, and 2-month-old son Logan.

Kathy recently retired from the Hand to Shoulder Center in Appleton after working in financial services for 18 years. Doug is a freelance writer with Aurora Health Care and A.O. Smith.

Over the years, Kathy has been active at First English in several ways, including serving on church council and as president. She's been a leader of the Worship Ministry and Outreach and Social Ministry Teams, participated in other FELC outreach programs, volunteered for Habit for Humanity and community activities at work.

Since retiring, Kathy is looking forward to giving more time to First English and living her call by helping where she's needed.

**Pete Vandenberg** and his wife, Mary, have been members of FELC for about 40 years. Their two sons grew up at First English and their four grandsons were baptized here. They started worshipping at the Downtown Site. When the decision was made for a presence on the growing north side of Appleton, they committed to worship at the North Site.

Pete worked for 24 years in the automotive service industry at a local dealership. When he had his mid-life crisis, he started working retail service at the local Ace Hardware store where he has been for 20 years.

Pete has served on several committees (Building and Grounds, Worship and Music, and Finance) and several terms on the Congregation Council.

**Don Kirby** has been a member of First English for about 15 years, since relocating to Freedom from SE Wisconsin. He and his wife, Kathy, and their two children, Blake (20) and Brooke (11), primarily worship at the North Site, although Don likes to visit the Downtown Site, where the organ and architecture remind him of the Lutheran churches of his youth in northern Wisconsin.

At FELC he's served on the Finance Committee on and off since 2012, Congregation Council: 2013-2015 including a term as president, Executive Committee: 2016, and recently completed a three-year term on the Endowment Committee, as well as assisting with soundboard and media tech roles with the North Site music team. He currently works in the outdoors industry for Bast Durbin Advertising, after many years building the former Gander Mountain chain, followed by nine years in non-profit leadership with the Wisconsin Waterfowl Association. An avid outdoorsman, he and his family spend a lot of time together enjoying nature, while hunting, fishing, hiking and camping - along with their yellow lab, Jake.

**First English Lutheran Church Finance Committee  
Treasurer's Report  
Calendar 2018**

FELC ended calendar 2018 with total revenues of \$1,256,545 and total expenses of \$1,280,528 which resulted in a net operating loss of \$(23,983). The following income statement summary provides an overview of our income and expense categories:

| <b>REVENUE:</b>                    | <b>Actual 2018</b>  | <b>Budget 2018</b>  | <b>Fav (UnFav)<br/>to Budget</b> | <b>% Fav (UnFav)<br/>to Budget</b> |
|------------------------------------|---------------------|---------------------|----------------------------------|------------------------------------|
| FELC Member Contributions          | \$ 1,110,971        | \$ 1,178,127        | \$ (67,156)                      | -5.7%                              |
| Other Direct Benevolence           | \$ 5,822            | \$ 1,739            | \$ 4,083                         |                                    |
| Program Fees, Other Income & Gifts | \$ 139,752          | \$ 149,950          | \$ (10,198)                      | -6.8%                              |
| <b>Total Revenues</b>              | <b>\$ 1,256,545</b> | <b>\$ 1,329,816</b> | <b>\$ (73,271)</b>               | <b>-5.5%</b>                       |
| <b>EXPENSES:</b>                   |                     |                     |                                  |                                    |
| Administration                     | \$ 681,253          | \$ 691,931          | \$ 10,678                        | 1.5%                               |
| Property Expense                   | \$ 190,127          | \$ 195,200          | \$ 5,073                         | 2.6%                               |
| Office Expense                     | \$ 42,950           | \$ 53,500           | \$ 10,550                        | 19.7%                              |
| Capital Requirements               | \$ 191,023          | \$ 190,622          | \$ (401)                         | -0.2%                              |
| FELC Ministry Teams                | \$ 91,701           | \$ 115,910          | \$ 24,209                        | 20.9%                              |
| Outreach & Social Ministries       | \$ 83,474           | \$ 82,591           | \$ (883)                         | -1.1%                              |
| <b>Total Expenses</b>              | <b>\$ 1,280,528</b> | <b>\$ 1,329,754</b> | <b>\$ 49,226</b>                 | <b>3.7%</b>                        |
| <b>Net Income (Loss)</b>           | <b>\$ (23,983)</b>  | <b>\$ 62</b>        | <b>\$ (24,045)</b>               |                                    |

**Comments to the 2018 Income Statement**

fav = favorable; unfav = unfavorable

**REVENUE:**

**FELC Member Contributions:**

Total FELC member contributions were \$1.111 million compared to a budget of \$1.178 million or \$(67,156) unfav to budget. Pledged offerings were \$852,708 compared to a budget of \$887,863 or \$(35,155) unfav to budget. Unpledged offerings were \$258,263 compared to a budget of \$290,264 or \$(32,001) unfav to budget.

**5 Year History of Member Contributions**

| <b>Year</b> | <b>Pledged</b> | <b>% of<br/>Total</b> | <b>UnPledged</b> | <b>% of<br/>Total</b> | <b>Total</b> | <b>Budget</b> |
|-------------|----------------|-----------------------|------------------|-----------------------|--------------|---------------|
| 2018        | \$852,708      | 77%                   | \$258,263        | 23%                   | \$1,110,971  | \$1,178,127   |
| 2017        | \$819,666      | 74%                   | \$291,507        | 26%                   | \$1,111,173  | \$1,193,801   |
| 2016        | \$880,726      | 80%                   | \$221,300        | 20%                   | \$1,102,026  | \$1,180,067   |
| 2015        | \$939,644      | 80%                   | \$236,401        | 20%                   | \$1,176,045  | \$1,144,000   |
| 2014        | \$930,426      | 81%                   | \$225,016        | 19%                   | \$1,155,442  | \$1,249,000   |

**Program Fees, Other Income & Gifts:**

Total Program Fees, Other Income & Gifts totaled \$139,752 compared to a budget of \$149,950.

Significant items are as follows:

- The "Make an Impact" fundraiser contributed \$35,345 for summer intern programming.
- Youth fees for confirmation, VBS and high school ministry totaled \$11,399 compared to a budget of \$13,000.
- Other income from Thrivent Choice dollars totaled \$11,876 compared to a budget of \$15,000.

**EXPENSES:****Administration Expenses:**

Total expenses were \$681,253 compared to a budget of \$691,931 or \$10,678 fav to budget. Significant expense categories as follows:

- Pastoral wages, benefits, travel and education expenses totaled \$239,168 compared to a budget of 241,998 or \$2,830 fav to budget.
- Lay staff wages, benefits, travel and education expenses totaled \$426,189 compared to a budget of \$441,708 or \$15,519 fav to budget. This includes the addition of a full-time Administrative Assistant and Life Group Ministry Coordinator position in April 2018.
- Expenses for offering envelopes, stewardship and recognition gifts totaled \$13,012 compared to a budget of \$5,250 or \$(7,762) unfav to budget. Most of this difference was for materials and consulting fees for our *Imagine the Impact* Stewardship campaign. This was offset by a gift of \$1,900 to offset consulting expenses.

**Property Expenses:**

Total expenses were \$190,127 compared to a budget of \$195,200 or \$5,073 fav to budget. Significant expense categories as follows:

- Building and equipment repair expenses of \$58,579 compared to a budget of \$62,700 or \$4,121 fav to budget.
- Snow removal expenses of \$13,875 compared to a budget of \$10,000 or \$(3,875) unfav to budget. Major snowstorms in April were major contributors.
- Utilities (gas, electric, water/sewer) totaled \$94,890 compared to a budget of 100,500 or \$5,610 fav to budget.

**Office Expenses:**

Total expenses were \$42,950 compared to a budget of \$53,500 or \$10,550 fav to budget. Significant expense categories as follows:

- Computer and website service expenses of \$8,235 compared to a budget of \$10,000 or \$1,765 fav to budget.
- Copier service expenses of \$9,739 compared to a budget of \$11,500 or \$1,761 fav to budget.
- Computer and office equipment expenses of \$3,396 compared to a budget of \$7,500 or \$4,104 fav to budget. Needed staff computer and office equipment replacements were postponed again this year due to income shortages.

**Capital Requirements:**

Total expenses were \$191,023 compared to a budget of \$190,622 or \$(401) unfav to budget.

- Total payments to Thrivent for the FELC building mortgage were \$189,372 consisting of principal \$123,326 and interest \$66,046. There are 10 years remaining on FELC's mortgage.
- Interest paid on Operating Line of Credit totaled \$1,651. Use of our LOC was required to cover expenses due to lower than anticipated offerings particularly in the springtime.

**FELC Ministry Teams:**

Total expenses were \$91,701 compared to a budget of \$115,910 or \$24,209 fav to budget. Significant expense categories as follows:

- Worship Ministry fav to budget \$7,752 due to some projects that were not completed and equipment that was not purchased; \$17,278 compared to \$25,030.
- Invitation and Hospitality fav to budget \$1,166; \$3,334 compared to \$4,500.
- Congregational Life fav to budget \$4,674 due to fewer weddings planned in 2018, and Stephens Ministry postponed some anticipated training; \$9,076 compared to \$13,750.
- Learning Ministry fav to budget \$7,427 due to the purchase of learning materials at the end of the previous year; \$21,373 compared to \$28,800.
- Youth Connections fav to budget \$1,118; \$1,262 compared to \$2,380.
- Intern Enrichment fav to budget \$2,072; \$39,378 compared to \$41,450.

**Outreach and Social Ministries:**

Total expenses were \$83,474 compared to a budget of \$82,591 or \$(883) unfav to budget.

**3 Year FELC Balance Sheets**

|  | <u>as of 12/31/18</u> | <u>as of 12/31/17</u> | <u>as of 12/31/16</u> |
|--|-----------------------|-----------------------|-----------------------|
| <b>ASSETS:</b>                               |                       |                       |                       |
| Cash-Operating Fund                          | \$ 52,059             | \$ 82,170             | \$ 88,017             |
| Cash-Designated Funds                        | 427,186               | 434,459               | 428,342               |
| Other Current Assets                         | 8,314                 | 15,883                | 5,002                 |
| Echoes-Community Foundation                  | 16,632                | 16,744                | 14,837                |
| Roloff Music Foundation                      | 42,918                |                       |                       |
| Facilities- Land & Buildings                 | 17,493,200            | 17,493,200            | 17,493,200            |
| <b>Total ASSETS</b>                          | <b>\$ 18,040,310</b>  | <b>\$ 18,042,456</b>  | <b>\$ 18,029,398</b>  |
| <b>LIABILITIES &amp; FUND BALANCES:</b>      |                       |                       |                       |
| Accounts Payable                             | \$ 57,224             | \$ 54,556             | \$ 39,793             |
| Other Current Liabilities                    | -                     | -                     | -                     |
| Line of Credit-Operating                     | -                     | -                     | 28,000                |
| Mortgage Payable-Thrivent                    | 1,562,904             | 1,688,723             | 1,807,089             |
| Loan Payable-Ida St House                    | -                     | -                     | -                     |
| Net Investment in Facilities                 | 15,930,296            | 15,804,477            | 15,686,111            |
| General Funds (Ret Earn)                     | (36,550)              | (12,568)              | 11,268                |
| Temporarily Restricted Funds                 | 526,436               | 507,268               | 457,137               |
| <b>Total LIABILITIES &amp; FUND BALANCES</b> | <b>\$ 18,040,310</b>  | <b>\$ 18,042,456</b>  | <b>\$ 18,029,398</b>  |
| <u>Net Income (Loss) reference only</u>      | \$ (23,982)           | \$ (23,835)           | \$ (50,579)           |

## Proposed FELC 2019 Budget

The 2019 budget for FELC has been recommended by the Congregation Council as of the January 2019 Council Meeting to be considered at the Annual Congregation Meeting on Feb. 10, 2019. The spreadsheet in Appendix C shows the detail of the proposed budget along with the actual results from 2018.

Adequate cash reserves in the FELC Operating Fund will be monitored during 2019. Projections of income and expenses will be done during the year to determine cash needs to fund the church operations. Appropriate action will be taken to reduce operating expenses in the event we experience lower revenue than what is budgeted.

The following summary provides an overview of budgeted income and expense categories.

|                                    | Budget -----        |             | Actual -----        |             | \$ Incr (Decr)    | % Incr (Decr) |
|------------------------------------|---------------------|-------------|---------------------|-------------|-------------------|---------------|
|                                    | 2019                | % of total  | 2018                | % of total  |                   |               |
| <b>REVENUE:</b>                    |                     |             |                     |             |                   |               |
| FELC Member Contributions          | \$ 1,227,655        | 85%         | \$ 1,110,971        | 88%         | \$ 116,684        | 10.5%         |
| Other Direct Benevolence           | \$ 5,230            | 0%          | \$ 5,822            | 0%          | \$ (592)          | -10.2%        |
| Program Fees, Other Income & Gifts | \$ 215,885          | 15%         | \$ 139,752          | 11%         | \$ 76,133         | 54.5%         |
| <b>Total Revenues</b>              | <b>\$ 1,448,770</b> | <b>100%</b> | <b>\$ 1,256,545</b> | <b>100%</b> | <b>\$ 192,225</b> | <b>15.3%</b>  |
| <b>EXPENSES:</b>                   |                     |             |                     |             |                   |               |
| Administration *                   | \$ 802,245          | 55%         | \$ 681,253          | 53%         | \$ 120,992        | 17.8%         |
| Property Expense                   | \$ 196,200          | 14%         | \$ 190,127          | 15%         | \$ 6,073          | 3.2%          |
| Office Expense                     | \$ 59,400           | 4%          | \$ 42,949           | 3%          | \$ 16,451         | 38.3%         |
| Capital Requirements               | \$ 190,947          | 13%         | \$ 191,023          | 15%         | \$ (76)           | 0.0%          |
| FELC Ministry Teams                | \$ 107,390          | 7%          | \$ 91,701           | 7%          | \$ 15,689         | 17.1%         |
| Outreach & Social Ministries       | \$ 92,467           | 6%          | \$ 83,474           | 7%          | \$ 8,993          | 10.8%         |
| <b>Total Expenses</b>              | <b>\$ 1,448,649</b> | <b>100%</b> | <b>\$ 1,280,527</b> | <b>100%</b> | <b>\$ 168,122</b> | <b>13.1%</b>  |
| <b>Net Income (Loss)</b>           | <b>\$ 121</b>       |             | <b>\$ (23,982)</b>  |             |                   |               |

\* Includes \$81.4k for *Imagine the Impact* initiatives

### FELC Budget Comments

The detailed 2019 budget with categorized amounts can be found in Appendix C of this Annual Report. Highlights from this budget below.

#### **REVENUE:**

##### **FELC Member Contributions:**

Projected member contributions of \$1,227,655 as follows:

- \$981,158 pledged 2019 offerings from 395 households as of 1/11/2019.
- \$246,497 estimate of giving from non-pledging members based on 5-year history.
- \$44,933 estimate from loose plate offerings (cash donations) and special offerings based on 2018 results.

### **Program Fees, Other Income & Gifts:**

- Program Fees: \$37,235 estimate from *Make an Impact!* fundraiser to support summer intern ministry.
- Youth Fees: Estimate of \$13,000 for Confirmation and Confirmation Camp fees.
- ECHOES: \$0 estimate is a decrease of \$3,000 from 2018 budget.

### **EXPENSES:**

#### **Administration Expenses:**

Total budget of \$802,245 with the following highlights:

- Performance Based Salary increases totaling \$14,915 for pastoral and lay staff are being reflected as a separate line item in this budget.
- Council estimate of \$89,300 includes \$81,400 which will be used to fund the Imagine the Impact initiatives for 2019 outlined during the 2019 Stewardship campaign.

#### **Property Expenses:**

Total budget of \$196,200 with the following highlights:

- Building/Equipment Maintenance estimate of \$62,700 was held to 2018 budget levels. This is about \$7,000 below historical spending average, but is being aggressively managed to help reconcile the budget.

#### **Office Expenses:**

Total budget of \$59,400 with the following highlights:

- Office/Computer Equipment estimate of \$10,000 is an increase of \$2,500 from 2018 budget to help pay for some much-needed computer and office equipment replacements that were postponed in 2019 to help reduce expenses.

#### **Capital Requirements:**

Total budget of \$190,947 which includes \$128,335 in principal and \$61,037 in interest.

#### **FELC Ministry Teams:**

Total budget of \$107,390 with the following highlights:

- Overall Ministry Team budgets were held to actual spending for 2018 (which were significantly lower than 2018 budget amounts) plus an additional \$5,300 which can be requested from Council and used for ministry or programming ideas that will have the greatest impact. This was done to help balance the budget.

#### **Outreach & Social Ministries:**

Total budget of \$92,467 reflects an increase from 7.0% to 7.5% of contributions which moves us closer to our goal of 10% or more of contributions. Highlights include:

- Outreach Ministries estimate of \$32,267 is an increase of \$12,876 from 2018 budget.
- "In-Kind" contributions to various community groups for the use of FELC facilities is estimated at \$110,000. When factored in, this brings FELC's total benevolence to 18%.

## FELC Audit Committee Report

As in past years, the FELC Finance Committee determined that the cost of an outside audit was too costly for FELC. Thus, an outside audit was not performed on the financial statements. In 2018 the Finance Committee completed an internal audit on the following areas:

- Bank Reconciliations

- Income: Offering & Receipts

- Disbursements (non-payroll)

  - Pastoral and lay staff payroll

- Government Filings - 2017 Yearly filings remitted

- Review and update of select Accounting and Finance Policies

- Records Retention Management

Procedures used were those developed by past FELC Audit Committee members who are licensed, professional CPA's using the ELCA guidelines.

In 2019, the Finance Committee will continue to develop additional internal audit processes based on the ELCA Congregational Audit Guide.

*2018 Finance Committee members: Colny Gretzinger, Dean Haas, Don Kirby, Keith Lenaburg, Diane Putzer, Steve Uslabar, Mark Van Beek and Pete Vandenberg. Staff Liaison: Brenda Smongeski.*

# **Appendix**

Actual Benevolence Base: 2018 1,111,095.90  
 Budgeted Benevolence Percentage: 7.00%

77,776.71  
 0.00 Less Echoes  
 (937.93) Less: Live Your Call  
 77,776.71

|   | OSM              |             |                  |
|---|------------------|-------------|------------------|
|   | Benevolence      | Echoes      | Totals           |
| <b>CHURCHWIDE MINISTRIES</b>  |                  |             |                  |
| ELCA Synod Benevolence  | 42,000.00        |             | 42,000.00        |
| ELCA Hunger Appeal  | 3,000.00         |             | 3,000.00         |
| ELCA Disaster Relief  | 3,000.00         |             | 3,000.00         |
| Lutheran World Relief   | 2,500.00         |             | 2,500.00         |
| Lutheran Partners in Global Ministry  | 500.00           |             | 500.00           |
| Missionary Sponsorships   | 1,500.00         |             | 1,500.00         |
| SUBTOTAL  | 52,500.00        |             | 52,500.00        |
| <b>SYNOD &amp; REGIONAL MINISTRIES</b>  |                  |             |                  |
| ELCA Conference Outreach  | 3,671.20         |             | 3,671.20         |
| Lutheran Social Services  | 3,000.00         |             | 3,000.00         |
| Appleton Conference of the Women of the ELCA                                      | 100.00           |             | 100.00           |
| Crossways Camping Ministries  | 1,200.00         |             | 1,200.00         |
| Bethany Home (Waupaca)  | 500.00           |             | 500.00           |
| Fox Valley Homes  | 700.00           |             | 700.00           |
| SUBTOTAL  | 9,171.20         |             | 9,171.20         |
| <b>CONGREGATIONAL MINISTRIES</b>  |                  |             |                  |
| Quilters  | 1,200.00         |             | 1,200.00         |
| God's Work Our Hands  | 483.98           |             | 483.98           |
| Good Samaritan Fund   | 500.00           |             | 500.00           |
| Church College Covenants  | 1,750.00         |             | 1,750.00         |
| Live Your Call  | 937.93           |             | 937.93           |
| SUBTOTAL  | 4,871.91         |             | 4,871.91         |
| <b>COMMUNITY MINISTRIES</b>   |                  |             |                  |
| Pillars Adult & Family Shelter (formerly Homeless Connections)                    | 883.60           |             | 883.60           |
| Leaven  | 2,600.00         |             | 2,600.00         |
| Harbor House/Domestic Abuse   | 1,600.00         |             | 1,600.00         |
| COTS  | 1,400.00         |             | 1,400.00         |
| Pillars Adult Shelter (formerly Fox Valley Warming Shelter)                       | 1,000.00         |             | 1,000.00         |
| E.S.T.H.E.R   | 750.00           |             | 750.00           |
| Pillars Supportive & Affordable Housing (formerly Fox Valley Housing Partnership) | 500.00           |             | 500.00           |
| Salvation Army  | 500.00           |             | 500.00           |
| Fox Valley Literacy Council   | 500.00           |             | 500.00           |
| Literacy Education Services, Inc.   | 500.00           |             | 500.00           |
| Samaritan Counseling  | 750.00           |             | 750.00           |
| Fox Valley refugee resettlement   | 250.00           |             | 250.00           |
| ECHOES grants to be determined by board   |                  | 0.00        | 0.00             |
| SUBTOTAL  | 11,233.60        | 0.00        | 11,233.60        |
|   | <b>77,776.71</b> | <b>0.00</b> | <b>77,776.71</b> |
| <b>MEMBER DIRECTED BENEVOLENCE</b>  |                  |             |                  |
| Alternative Gift Market   | 2,980.00         |             | 2,980.00         |
| Loaves & Fishes   | 1,141.20         |             | 1,141.20         |
| Center for Suicide Awareness  | 435.00           |             | 435.00           |
| God's Work Our Hands  | 269.10           |             | 269.10           |
| Men's Ministry Neighborhood Lunch   | 622.00           |             | 622.00           |
| Eagle Scout Project   | 250.00           |             | 250.00           |
|   | 5,697.30         |             | 2,980.00         |
| <b>TOTAL BENEVOLENCE</b>  | <b>83,474.01</b> | <b>0.00</b> | <b>83,474.01</b> |

\*The amounts above do not include the value of allowin  
 The value of facilities usage for the estimated 54 groups  
 We are pleased to be able to offer this outreach opport

## Echoes, A Christian Thrift Store

2018

|                              | <u>January</u>      | <u>February</u>     | <u>March</u>        | <u>April</u>         | <u>May</u>          | <u>June</u>          | <u>July</u>          | <u>August</u>       | <u>September</u>     | <u>October</u>      | <u>November</u>     | <u>December</u>     | <u>TOTAL</u>         |
|------------------------------|---------------------|---------------------|---------------------|----------------------|---------------------|----------------------|----------------------|---------------------|----------------------|---------------------|---------------------|---------------------|----------------------|
| Week 1                       | \$ 1,752.90         | \$ 2,232.34         | \$ 2,699.32         | \$ 2,022.36          | \$ 2,737.46         | \$ 2,558.66          | \$ 1,151.81          | \$ 2,052.10         | \$ 2,467.66          | \$ 2,944.07         | \$ 3,365.87         | \$ 2,633.78         | \$ 28,618.33         |
| Week 2                       | 2,289.96            | 2,807.69            | 3,101.64            | 2,628.31             | 3,073.26            | 1,951.43             | 2,579.41             | 2,770.32            | 2,043.87             | 3,061.41            | 3,563.29            | 2,892.18            | 32,762.77            |
| Week 3                       | 2,805.50            | 2,156.53            | 2,812.75            | 1,770.83             | 2,291.94            | 2,170.75             | 2,495.09             | 2,109.01            | 2,857.77             | 2,710.15            | 2,471.15            | 2,849.51            | 29,500.98            |
| Week 4                       | 2,711.18            | 3,584.31            | 2,915.51            | 2,249.50             | 2,643.90            | 2,406.79             | 2,370.37             | 2,702.94            | 2,654.90             | 3,556.32            | 3,191.73            | 1,750.81            | 32,738.26            |
| Week 5                       | 2,573.23            | -                   | -                   | -                    | 1,678.54            | -                    | -                    | 2,470.40            | -                    | 2,521.36            | -                   | -                   | 9,243.53             |
| Gift certificates - alt gift | 100.00              | -                   | -                   | -                    | -                   | -                    | -                    | -                   | -                    | -                   | -                   | -                   | 100.00               |
| <b>Total Sales</b>           | <b>12,232.77</b>    | <b>10,780.87</b>    | <b>11,529.22</b>    | <b>8,671.00</b>      | <b>12,425.10</b>    | <b>9,087.63</b>      | <b>8,596.68</b>      | <b>12,104.77</b>    | <b>10,024.20</b>     | <b>14,793.31</b>    | <b>12,592.04</b>    | <b>10,126.28</b>    | <b>132,963.87</b>    |
| <b>Total Income</b>          | <b>\$ 12,232.77</b> | <b>\$ 10,780.87</b> | <b>\$ 11,529.22</b> | <b>\$ 8,671.00</b>   | <b>\$ 12,425.10</b> | <b>\$ 9,087.63</b>   | <b>\$ 8,596.68</b>   | <b>\$ 12,104.77</b> | <b>\$ 10,024.20</b>  | <b>\$ 14,793.31</b> | <b>\$ 12,592.04</b> | <b>\$ 10,126.28</b> | <b>\$ 132,963.87</b> |
| Rent                         | \$ 2,481.00         | \$ 2,481.00         | \$ 2,481.00         | \$ 2,481.00          | \$ 2,481.00         | \$ 2,481.00          | \$ 2,481.00          | \$ 2,481.00         | \$ 2,481.00          | \$ 2,481.00         | \$ 2,481.00         | \$ 2,481.00         | \$ 29,772.00         |
| Rent-CAM. & Taxes            | 1,325.99            | 1,325.99            | 1,325.99            | 1,325.99             | 1,325.99            | 1,325.99             | 1,325.99             | 1,325.99            | 1,325.99             | 1,325.99            | 1,325.99            | 1,325.99            | 15,911.88            |
| Supplies                     | 113.17              | 283.12              | 664.43              | 76.01                | 272.19              | 130.62               | 199.82               | 234.53              | 340.25               | 292.27              | 801.75              | 120.81              | 3,528.97             |
| Background checks            | -                   | 13.00               | -                   | -                    | -                   | -                    | -                    | -                   | -                    | -                   | -                   | -                   | 13.00                |
| Garbage                      | 60.94               | 61.39               | 122.78              | -                    | 56.65               | 118.89               | 124.27               | -                   | -                    | 57.41               | 119.99              | -                   | 722.32               |
| Insurance                    | -                   | -                   | -                   | -                    | -                   | -                    | 507.00               | -                   | -                    | -                   | -                   | -                   | 507.00               |
| Electric/Gas                 | 531.00              | 531.00              | 531.00              | 531.00               | 531.00              | 531.00               | 782.02               | 531.00              | 531.00               | 531.00              | 531.00              | 531.00              | 6,623.02             |
| Water                        | 200.12              | -                   | -                   | 161.58               | -                   | -                    | 192.21               | -                   | -                    | -                   | -                   | -                   | 553.91               |
| Phone                        | 92.46               | 92.41               | 92.58               | 91.93                | 91.86               | 92.57                | 91.84                | 92.25               | 93.76                | -                   | 186.30              | 91.47               | 1,109.43             |
| Sales Tax                    | 580.96              | 601.64              | 529.04              | 566.46               | 423.55              | 611.26               | 443.83               | 419.83              | 595.24               | 491.21              | 729.67              | 619.60              | 6,612.29             |
| Workers Comp Audit           | -                   | -                   | -                   | -                    | -                   | -                    | 929.00               | -                   | -                    | -                   | -                   | -                   | 929.00               |
| Credit Card Charges          | 325.77              | 251.39              | 238.83              | 263.01               | 243.85              | 246.38               | 240.94               | 278.32              | 151.54               | 160.77              | 224.86              | 233.69              | 2,859.35             |
| FICA/Medicare Tax            | 275.73              | 247.88              | 285.62              | 239.65               | 249.28              | 242.26               | 242.66               | 266.12              | 255.11               | 277.00              | 281.55              | 234.42              | 3,097.28             |
| Salaries & Benefits          | 5,724.08            | 5,360.08            | 5,853.40            | 5,252.43             | 5,378.45            | 5,286.58             | 5,291.83             | 5,598.45            | 5,454.58             | 5,740.70            | 5,800.20            | 5,184.20            | 65,924.98            |
| <b>Total Expenses</b>        | <b>\$ 11,711.22</b> | <b>\$ 11,248.90</b> | <b>\$ 12,124.67</b> | <b>\$ 10,989.06</b>  | <b>\$ 11,053.82</b> | <b>\$ 11,066.55</b>  | <b>\$ 12,852.41</b>  | <b>\$ 11,227.49</b> | <b>\$ 11,228.47</b>  | <b>\$ 11,357.35</b> | <b>\$ 12,482.31</b> | <b>\$ 10,822.18</b> | <b>\$ 138,164.43</b> |
| <b>Profit (Loss)</b>         | <b>\$ 521.55</b>    | <b>\$ (468.03)</b>  | <b>\$ (595.45)</b>  | <b>\$ (2,318.06)</b> | <b>\$ 1,371.28</b>  | <b>\$ (1,978.92)</b> | <b>\$ (4,255.73)</b> | <b>\$ 877.28</b>    | <b>\$ (1,204.27)</b> | <b>\$ 3,435.96</b>  | <b>\$ 109.73</b>    | <b>\$ (695.90)</b>  | <b>\$ (5,200.56)</b> |

**First English Lutheran Church  
2018 Balance Sheet**

|  | Operating<br>Fund        | Designated<br>Fund    | Trust Fund            | Total                    |
|--|--------------------------|-----------------------|-----------------------|--------------------------|
| <b>Assets</b>                                    |                          |                       |                       |                          |
| Cash and Cash equivalents                        | \$ 52,059                | \$ 427,186            | \$ -                  | \$ 479,245               |
| Capital pledges receivable                       | -                        | -                     | -                     | -                        |
| Facilities (land & structures)                   | 17,493,200               | -                     | -                     | 17,493,200               |
| Investments                                      | -                        | -                     | 409,523 *             | 409,523                  |
| Insurance Policies Cash Value                    | -                        | -                     | 82,967 +              | 82,967                   |
| Irrevocable Remainder Trusts                     | -                        | -                     | 50,890                | 50,890                   |
| Loan receivable - internal loan                  | -                        | -                     | -                     | -                        |
| Community Foundation - Echoes                    | 16,632                   | -                     | -                     | 16,632                   |
| Community Foundation - Music                     | 42,918                   | -                     | -                     | 42,918                   |
| Other Assets                                     | 8,314                    | -                     | 18,710                | 27,024                   |
| <b>Total Assets</b>                              | <b>\$ 17,613,124</b>     | <b>\$ 427,186</b>     | <b>\$ 562,089</b>     | <b>\$ 18,602,399</b>     |
| <br><b>Liabilities &amp; Fund Balances</b>       |                          |                       |                       |                          |
| Account & Taxes Payable                          | \$ 57,224                | \$ -                  | \$ -                  | \$ 57,224                |
| Deferred Revenue - Capital Pledges               | -                        | -                     | -                     | -                        |
| Lines of Credit Utilized                         | -                        | -                     | -                     | -                        |
| Mortgage Debt                                    | 1,562,904                | -                     | -                     | 1,562,904                |
| Other liabilities                                | -                        | -                     | -                     | -                        |
| <b>Total Liabilities</b>                         | <b>\$ 1,620,128</b>      | <b>\$ -</b>           | <b>\$ -</b>           | <b>\$ 1,620,128</b>      |
| <br><b>Fund Balances</b>                         |                          |                       |                       |                          |
| Unrestricted                                     | \$ (36,550)              | \$ -                  | \$ -                  | \$ (36,550)              |
| Temporarily Restricted                           | 99,250                   | 427,186               | 18,710                | 545,146                  |
| Permanently Restricted                           | -                        | -                     | 409,523               | 409,523                  |
| Net investment in Facilities                     | -                        | -                     | -                     | -                        |
| Other Balances                                   | 15,930,296               | -                     | 133,856               | 16,064,152               |
| <b>Total Fund Balances</b>                       | <b>\$ 15,992,995</b>     | <b>\$ 427,186</b>     | <b>\$ 562,089</b>     | <b>\$ 16,982,271</b>     |
| <br><b>Total Liabilities &amp; Fund Balances</b> | <br><b>\$ 17,613,124</b> | <br><b>\$ 427,186</b> | <br><b>\$ 562,089</b> | <br><b>\$ 18,602,399</b> |

**First English Lutheran Church  
2019 Budget  
January to December 2018**

| Accounts                                     | YTD Actual<br>2018        | 2018 Annual<br>Budget<br>Remaining | 2018 Annual<br>Budget     | 2019 Annual<br>Budget     |
|--|---------------------------|------------------------------------|---------------------------|---------------------------|
| <b>REVENUES</b>                              |                           |                                    |                           |                           |
| <b>Offerings</b>                             |                           |                                    |                           |                           |
| <b>Offerings</b>                             |                           |                                    |                           |                           |
| 401.00 - Membership Pledged                  | \$852,707.87              | \$35,155.13                        | \$887,863.00              | \$981,158.00              |
| 402.00 - Membership Unpledged                | \$207,301.15              | \$33,798.85                        | \$241,100.00              | \$201,564.00              |
| 404.00 - Loose Plate                         | \$18,933.26               | (\$1,696.26)                       | \$17,237.00               | \$15,788.00               |
| 405.00 - Easter                              | \$4,801.00                | \$2,789.00                         | \$7,590.00                | \$4,801.00                |
| 405.10 - Lent                                | \$6,332.00                | (\$18.00)                          | \$6,314.00                | \$6,332.00                |
| 406.00 - Thanksgiving                        | \$1,180.40                | (\$277.40)                         | \$903.00                  | \$1,046.00                |
| 407.00 - Christmas                           | \$12,769.00               | (\$3,769.00)                       | \$9,000.00                | \$9,000.00                |
| 421.00 - Outreach                            | <u>\$2,750.00</u>         | <u>(\$612.00)</u>                  | <u>\$2,138.00</u>         | <u>\$2,766.00</u>         |
| <b>Total Offerings</b>                       | <b>\$1,106,774.68</b>     | <b>\$65,370.32</b>                 | <b>\$1,172,145.00</b>     | <b>\$1,222,455.00</b>     |
| <b>Special Offerings</b>                     |                           |                                    |                           |                           |
| 408.00 - Communion                           | \$694.00                  | \$100.00                           | \$794.00                  | \$600.00                  |
| 410.00 - Missionary Sponsorship              | \$325.00                  | \$534.00                           | \$859.00                  | \$500.00                  |
| 411.00 - Lutheran Social Services            | \$527.65                  | \$156.35                           | \$684.00                  | \$700.00                  |
| 412.00 - World Hunger                        | \$634.00                  | \$62.00                            | \$696.00                  | \$700.00                  |
| 413.00 - Lutheran World Relief               | \$1,225.00                | (\$480.00)                         | \$745.00                  | \$1,000.00                |
| 418.00 - Disaster Relief                     | \$250.00                  | \$776.00                           | \$1,026.00                | \$1,000.00                |
| 419.00 - TV Ministry                         | \$135.00                  | \$43.00                            | \$178.00                  | \$200.00                  |
| 420.00 - Sunday School Offering              | <u>\$405.57</u>           | <u>\$594.43</u>                    | <u>\$1,000.00</u>         | <u>\$500.00</u>           |
| <b>Total Special Offerings</b>               | <b>\$4,196.22</b>         | <b>\$1,785.78</b>                  | <b>\$5,982.00</b>         | <b>\$5,200.00</b>         |
| <b>Other directed benevolence</b>            |                           |                                    |                           |                           |
| 465.00 - Other directed benevolence gifts    | \$2,717.30                | (\$1,122.30)                       | \$1,595.00                | \$2,000.00                |
| 465.01 - Alternative gifts                   | \$2,980.00                | (\$2,980.00)                       | \$0.00                    | \$2,980.00                |
| 465.02 - Layettees                           | \$125.00                  | (\$31.00)                          | \$94.00                   | \$150.00                  |
| 465.03 - School Kits                         | <u>\$0.00</u>             | <u>\$50.00</u>                     | <u>\$50.00</u>            | <u>\$100.00</u>           |
| <b>Total Other directed benevolence</b>      | <b><u>\$5,822.30</u></b>  | <b><u>(\$4,083.30)</u></b>         | <b><u>\$1,739.00</u></b>  | <b><u>\$5,230.00</u></b>  |
| <b>Total Offerings</b>                       | <b>\$1,116,793.20</b>     | <b>\$63,072.80</b>                 | <b>\$1,179,866.00</b>     | <b>\$1,232,885.00</b>     |
| <b>Other income</b>                          |                           |                                    |                           |                           |
| <b>Program Gifts and Fees</b>                |                           |                                    |                           |                           |
| 433.00 - Member learning purchase funds      | \$1,872.00                | \$1,128.00                         | \$3,000.00                | \$1,500.00                |
| 435.00 - Music                               | \$1,510.00                | (\$1,010.00)                       | \$500.00                  | \$1,500.00                |
| 441.00 - Make an Impact Fundraiser           | \$35,345.01               | \$1,604.99                         | \$36,950.00               | \$37,235.00               |
| 445.00 - Summer Program fees                 | \$955.00                  | \$545.00                           | \$1,500.00                | \$1,500.00                |
| 445.02 - Other Summer Support                | \$78.00                   | (\$78.00)                          | \$0.00                    | \$0.00                    |
| 450.00 - Wedding Receipts                    | \$2,858.00                | \$142.00                           | \$3,000.00                | \$3,000.00                |
| 451.00 - 50+ Fees                            | \$388.00                  | \$112.00                           | \$500.00                  | \$500.00                  |
| 453.00 - Coffee Hour                         | \$2,629.96                | \$370.04                           | \$3,000.00                | \$2,500.00                |
| 454.00 - Flowers                             | \$2,993.00                | \$7.00                             | \$3,000.00                | \$4,500.00                |
| 456.00 - Worship Ministry reimbursements     | \$970.20                  | (\$970.20)                         | \$0.00                    | \$0.00                    |
| 457.00 - Invitation & Hospitality reimbursem | \$55.00                   | \$245.00                           | \$300.00                  | \$300.00                  |
| 458.00 - Congregational Life reimbursement   | \$1,228.74                | \$771.26                           | \$2,000.00                | \$2,000.00                |
| 459.00 - Learning Ministry reimbursements    | \$100.00                  | \$0.00                             | \$100.00                  | \$100.00                  |
| <b>Youth fees</b>                            |                           |                                    |                           |                           |
| 440.00 - Youth Fees - Family                 | \$0.00                    | \$0.00                             | \$0.00                    | \$750.00                  |
| 440.02 - High School Ministry                | \$322.50                  | (\$322.50)                         | \$0.00                    | \$0.00                    |
| 440.03 - Confirmation                        | \$10,615.00               | \$1,885.00                         | \$12,500.00               | \$13,000.00               |
| 440.04 - BYG                                 | \$0.00                    | \$0.00                             | \$0.00                    | \$1,500.00                |
| 440.06 - VBS - fees & offering               | <u>\$461.55</u>           | <u>\$38.45</u>                     | <u>\$500.00</u>           | <u>\$500.00</u>           |
| <b>Total Youth fees</b>                      | <b><u>\$11,399.05</u></b> | <b><u>\$1,600.95</u></b>           | <b><u>\$13,000.00</u></b> | <b><u>\$15,750.00</u></b> |
| <b>Total Program Gifts and Fees</b>          | <b>\$62,381.96</b>        | <b>\$4,468.04</b>                  | <b>\$66,850.00</b>        | <b>\$70,385.00</b>        |
| <b>Other income</b>                          |                           |                                    |                           |                           |
| 455.00 - Administration                      | \$4,425.94                | (\$425.94)                         | \$4,000.00                | \$15,000.00               |
| 471.00 - Facility                            | \$10,242.85               | (\$242.85)                         | \$10,000.00               | \$10,000.00               |
| 473.00 - Thrivent Choice Dollars             | \$11,876.00               | \$3,124.00                         | \$15,000.00               | \$15,000.00               |
| 480.00 - Other Miscellaneous Income          | \$0.00                    | \$300.00                           | \$300.00                  | \$45,300.00               |
| 480.02 - Amazon Smile                        | <u>\$225.44</u>           | <u>(\$25.44)</u>                   | <u>\$200.00</u>           | <u>\$200.00</u>           |
| <b>Total Other income</b>                    | <b><u>\$26,770.23</u></b> | <b><u>\$2,729.77</u></b>           | <b><u>\$29,500.00</u></b> | <b><u>\$85,500.00</u></b> |
| <b>Total Other income</b>                    | <b>\$89,152.19</b>        | <b>\$7,197.81</b>                  | <b>\$96,350.00</b>        | <b>\$155,885.00</b>       |

**First English Lutheran Church**  
**2019 Budget**  
**January to December 2018**

|   | YTD Actual<br>2018    | 2018 Annual<br>Budget<br>Remaining | 2018 Annual<br>Budget | 2019 Annual<br>Budget |
|---|-----------------------|------------------------------------|-----------------------|-----------------------|
| <b>Accounts</b>                             |                       |                                    |                       |                       |
| <b>Other gifts</b>                          |                       |                                    |                       |                       |
| 475.00 - ECHOES - Annual Net                | \$0.00                | \$3,000.00                         | \$3,000.00            | \$0.00                |
| 476.00 - Designated Funds - Annual Net      | \$34,000.00           | \$0.00                             | \$34,000.00           | \$34,000.00           |
| 477.00 - Endowment Fund - Annual Net        | \$14,600.00           | \$0.00                             | \$14,600.00           | \$14,000.00           |
| 477.01 - Endowment Fund - Roloff Spec Music | <u>\$2,000.00</u>     | <u>\$0.00</u>                      | <u>\$2,000.00</u>     | <u>\$12,000.00</u>    |
| <b>Total Other gifts</b>                    | <u>\$50,600.00</u>    | <u>\$3,000.00</u>                  | <u>\$53,600.00</u>    | <u>\$60,000.00</u>    |
| <b>Total REVENUES</b>                       | <u>\$1,256,545.39</u> | <u>\$73,270.61</u>                 | <u>\$1,329,816.00</u> | <u>\$1,448,770.00</u> |
| <b>EXPENSES</b>                             |                       |                                    |                       |                       |
| <b>FINANCE COMMITTEE</b>                    |                       |                                    |                       |                       |
| <b>Administration</b>                       |                       |                                    |                       |                       |
| <b>Pastoral Staff</b>                       |                       |                                    |                       |                       |
| 501.00 - Pastoral Wages & Housing           | \$172,012.19          | (\$3,373.19)                       | \$168,639.00          | \$177,316.00          |
| 501.50 - Pastoral Substitutes               | \$3,550.00            | \$1,450.00                         | \$5,000.00            | \$3,000.00            |
| 502.00 - Pastoral Pension/Insurance         | \$59,418.37           | (\$432.37)                         | \$58,986.00           | \$61,066.00           |
| 503.00 - Pastoral Mileage                   | \$725.41              | (\$725.41)                         | \$0.00                | \$0.00                |
| 504.00 - Pastoral Expense                   | \$1,647.22            | \$1,352.78                         | \$3,000.00            | \$3,090.00            |
| 505.00 - Pastoral Continuing Education      | \$1,815.14            | \$1,184.86                         | \$3,000.00            | \$3,090.00            |
| 506.00 - Performance Base Salary Pool       | <u>\$0.00</u>         | <u>\$3,373.00</u>                  | <u>\$3,373.00</u>     | <u>\$5,320.00</u>     |
| <b>Total Pastoral Staff</b>                 | \$239,168.33          | \$2,829.67                         | \$241,998.00          | \$252,882.00          |
| <b>Lay staff</b>                            |                       |                                    |                       |                       |
| 510.00 - Lay Staff Wages                    | \$287,352.53          | \$1,831.47                         | \$289,184.00          | \$297,077.00          |
| 510.10 - Laystaff FICA/Medicare             | \$21,716.47           | \$406.53                           | \$22,123.00           | \$22,726.00           |
| 510.20 - Custodian contract                 | \$42,514.73           | \$85.27                            | \$42,600.00           | \$43,878.00           |
| 510.50 - Music Substitutes                  | \$585.00              | \$415.00                           | \$1,000.00            | \$1,030.00            |
| 511.00 - Laystaff Pension/Insurance         | \$70,181.21           | \$2,992.79                         | \$73,174.00           | \$77,607.00           |
| 512.00 - Laystaff Mileage                   | \$1,446.02            | \$553.98                           | \$2,000.00            | \$2,060.00            |
| 513.00 - Laystaff Continuing Education      | \$2,392.63            | \$607.37                           | \$3,000.00            | \$3,090.00            |
| 517.00 - Performance Base Salary Pool       | <u>\$0.00</u>         | <u>\$8,627.00</u>                  | <u>\$8,627.00</u>     | <u>\$9,595.00</u>     |
| <b>Total Lay staff</b>                      | \$426,188.59          | \$15,519.41                        | \$441,708.00          | \$457,063.00          |
| <b>Insurance - WC</b>                       |                       |                                    |                       |                       |
| 518.00 - Workers Compensation               | <u>\$2,884.00</u>     | <u>\$91.00</u>                     | <u>\$2,975.00</u>     | <u>\$3,000.00</u>     |
| <b>Total Insurance - WC</b>                 | <u>\$2,884.00</u>     | <u>\$91.00</u>                     | <u>\$2,975.00</u>     | <u>\$3,000.00</u>     |
| <b>Council</b>                              |                       |                                    |                       |                       |
| 526.00 - Offering Envelopes                 | \$4,818.53            | (\$1,818.53)                       | \$3,000.00            | \$3,200.00            |
| 671.00 - Recognition Gifts                  | \$60.50               | \$439.50                           | \$500.00              | \$500.00              |
| 672.00 - Synod Assembly                     | \$1,094.74            | (\$94.74)                          | \$1,000.00            | \$1,200.00            |
| 673.00 - Stewardship                        | \$7,038.63            | (\$6,288.63)                       | \$750.00              | \$3,000.00            |
| 675.00 - Ministry Initiatives               | \$0.00                | \$0.00                             | \$0.00                | \$81,400.00           |
| <b>Total Council</b>                        | <u>\$13,012.40</u>    | <u>(\$7,762.40)</u>                | <u>\$5,250.00</u>     | <u>\$89,300.00</u>    |
| <b>Total Administration</b>                 | \$681,253.32          | \$10,677.68                        | \$691,931.00          | \$802,245.00          |
| <b>Property</b>                             |                       |                                    |                       |                       |
| <b>General</b>                              |                       |                                    |                       |                       |
| 650.00 - Building/Equip Maintenance Repair  | \$58,579.36           | \$4,120.64                         | \$62,700.00           | \$62,700.00           |
| 651.00 - Custodial Supplies                 | \$6,949.44            | (\$949.44)                         | \$6,000.00            | \$6,000.00            |
| 652.00 - Snow Removal                       | \$13,875.00           | (\$3,875.00)                       | \$10,000.00           | \$10,000.00           |
| 653.00 - Property Insurance                 | \$14,767.00           | \$233.00                           | \$15,000.00           | \$15,000.00           |
| 658.00 - Furniture/Equipment                | <u>\$1,065.50</u>     | <u>(\$65.50)</u>                   | <u>\$1,000.00</u>     | <u>\$1,000.00</u>     |
| <b>Total General</b>                        | \$95,236.30           | (\$536.30)                         | \$94,700.00           | \$94,700.00           |
| <b>Utilities</b>                            |                       |                                    |                       |                       |
| 632.00 - Telephone/Local & Long Distance    | \$6,104.73            | \$395.27                           | \$6,500.00            | \$6,500.00            |
| 655.00 - Natural Gas                        | \$16,848.63           | (\$1,848.63)                       | \$15,000.00           | \$15,000.00           |
| 656.00 - Electric                           | \$57,721.95           | \$7,278.05                         | \$65,000.00           | \$65,000.00           |
| 657.00 - Water/Sewer/Storm                  | \$14,215.01           | (\$215.01)                         | \$14,000.00           | \$15,000.00           |
| <b>Total Utilities</b>                      | <u>\$94,890.32</u>    | <u>\$5,609.68</u>                  | <u>\$100,500.00</u>   | <u>\$101,500.00</u>   |
| <b>Total Property</b>                       | \$190,126.62          | \$5,073.38                         | \$195,200.00          | \$196,200.00          |

**First English Lutheran Church  
2019 Budget  
January to December 2018**

| Accounts                                    | YTD Actual<br>2018 | 2018 Annual<br>Budget<br>Remaining | 2018 Annual<br>Budget | 2019 Annual<br>Budget |
|---|--------------------|------------------------------------|-----------------------|-----------------------|
| <b>Office Expense</b>                       |                    |                                    |                       |                       |
| 630.00 - Computer Services                  | \$4,723.79         | \$3,276.21                         | \$8,000.00            | \$8,000.00            |
| 630.01 - Website services                   | \$3,511.44         | (\$1,511.44)                       | \$2,000.00            | \$3,400.00            |
| 631.00 - Copier Service                     | \$9,738.85         | \$1,761.15                         | \$11,500.00           | \$13,000.00           |
| 633.00 - Office Supplies                    | \$5,923.14         | \$576.86                           | \$6,500.00            | \$6,500.00            |
| 634.00 - Postage                            | \$5,228.33         | \$1,771.67                         | \$7,000.00            | \$7,000.00            |
| 635.00 - Office/Computer Equipment          | \$3,395.50         | \$4,104.50                         | \$7,500.00            | \$10,000.00           |
| 637.00 - Monthly interest/analysis charge   | \$678.45           | \$321.55                           | \$1,000.00            | \$1,000.00            |
| 638.00 - Processing fees - Vanco/Payroll    | \$8,832.89         | \$167.11                           | \$9,000.00            | \$9,500.00            |
| 639.00 - Miscellaneous                      | <u>\$917.15</u>    | <u>\$82.85</u>                     | <u>\$1,000.00</u>     | <u>\$1,000.00</u>     |
| <b>Total Office Expense</b>                 | <u>\$42,949.54</u> | <u>\$10,550.46</u>                 | <u>\$53,500.00</u>    | <u>\$59,400.00</u>    |
| <b>Total FINANCE COMMITTEE</b>              | \$914,329.48       | \$26,301.52                        | \$940,631.00          | \$1,057,845.00        |
| <b>WORSHIP MINISTRY</b>                     |                    |                                    |                       |                       |
| <b>Worship</b>                              |                    |                                    |                       |                       |
| 520.00 - Altar Guild Supplies               | \$818.54           | \$431.46                           | \$1,250.00            | \$1,025.00            |
| 522.00 - Candles                            | \$844.19           | (\$194.19)                         | \$650.00              | \$650.00              |
| 523.00 - Flowers                            | \$4,060.46         | \$839.54                           | \$4,900.00            | \$4,900.00            |
| 524.00 - Worship Resources                  | \$5,255.94         | \$2,349.06                         | \$7,605.00            | \$7,605.00            |
| 527.00 - Nursery Care                       | <u>\$207.25</u>    | <u>\$42.75</u>                     | <u>\$250.00</u>       | <u>\$0.00</u>         |
| <b>Total Worship</b>                        | \$11,186.38        | \$3,468.62                         | \$14,655.00           | \$14,180.00           |
| <b>Media</b>                                |                    |                                    |                       |                       |
| 528.00 - Media Supplies                     | <u>\$378.57</u>    | <u>\$2,621.43</u>                  | <u>\$3,000.00</u>     | <u>\$375.00</u>       |
| <b>Total Media</b>                          | \$378.57           | \$2,621.43                         | \$3,000.00            | \$375.00              |
| <b>Music</b>                                |                    |                                    |                       |                       |
| 530.00 - Music/Choir Supplies               | \$3,288.34         | (\$113.34)                         | \$3,175.00            | \$3,300.00            |
| 531.00 - Musical Instrument Maintenance     | <u>\$2,425.00</u>  | <u>\$1,775.00</u>                  | <u>\$4,200.00</u>     | <u>\$3,500.00</u>     |
| <b>Total Music</b>                          | <u>\$5,713.34</u>  | <u>\$1,661.66</u>                  | <u>\$7,375.00</u>     | <u>\$6,800.00</u>     |
| <b>Total WORSHIP MINISTRY</b>               | \$17,278.29        | \$7,751.71                         | \$25,030.00           | \$21,355.00           |
| <b>INVITATION AND HOSPITALITY</b>           |                    |                                    |                       |                       |
| 540.00 - New Member Ministries              | \$716.30           | \$583.70                           | \$1,300.00            | \$900.00              |
| 541.00 - FELC in the Community              | \$14.14            | \$485.86                           | \$500.00              | \$0.00                |
| 542.00 - Advertising                        | \$2,123.85         | \$376.15                           | \$2,500.00            | \$2,400.00            |
| 545.00 - Visitor/Guest Care                 | <u>\$479.64</u>    | <u>(\$279.64)</u>                  | <u>\$200.00</u>       | <u>\$500.00</u>       |
| <b>Total INVITATION AND HOSPITALITY</b>     | \$3,333.93         | \$1,166.07                         | \$4,500.00            | \$3,800.00            |
| <b>CONGREGATIONAL LIFE MINISTRY</b>         |                    |                                    |                       |                       |
| 550.00 - Member Care - Weddings             | \$1,732.54         | \$1,267.46                         | \$3,000.00            | \$3,000.00            |
| 551.00 - Member Care                        | \$18.61            | \$481.39                           | \$500.00              | \$500.00              |
| 553.00 - Fellowship - Meals                 | \$1,237.56         | \$1,262.44                         | \$2,500.00            | \$1,200.00            |
| 554.00 - Fellowship - Gatherings            | \$1,981.12         | \$18.88                            | \$2,000.00            | \$2,000.00            |
| 555.00 - Fellowship - Coffee Hour           | \$1,908.79         | (\$408.79)                         | \$1,500.00            | \$2,000.00            |
| 557.00 - Discipleship/Call Training         | \$47.98            | \$452.02                           | \$500.00              | \$1,000.00            |
| 560.00 - Devotional Materials               | \$981.00           | (\$231.00)                         | \$750.00              | \$1,000.00            |
| 562.00 - 50+ Ministry                       | \$101.43           | \$398.57                           | \$500.00              | \$250.00              |
| 563.00 - Health Ministries                  | \$641.82           | \$58.18                            | \$700.00              | \$500.00              |
| 566.00 - Stephens Ministry                  | <u>\$425.48</u>    | <u>\$1,374.52</u>                  | <u>\$1,800.00</u>     | <u>\$500.00</u>       |
| <b>Total CONGREGATIONAL LIFE MINISTRY</b>   | \$9,076.33         | \$4,673.67                         | \$13,750.00           | \$11,950.00           |
| <b>LEARNING MINISTRY</b>                    |                    |                                    |                       |                       |
| 570.00 - Adult Education                    | \$863.41           | \$1,136.59                         | \$2,000.00            | \$500.00              |
| 571.00 - Lay School of Ministry             | \$0.00             | \$200.00                           | \$200.00              | \$0.00                |
| 572.00 - Teacher Training                   | \$9.50             | \$390.50                           | \$400.00              | \$0.00                |
| 573.00 - Member Learning Purchase           | \$628.18           | \$1,071.82                         | \$1,700.00            | \$0.00                |
| 576.00 - Sunday School Supplies             | \$230.16           | \$969.84                           | \$1,200.00            | \$500.00              |
| 577.00 - Sunday School Curriculum Materials | \$3,745.10         | \$254.90                           | \$4,000.00            | \$4,000.00            |
| 578.00 - Sunday School Appreciation         | \$114.69           | (\$14.69)                          | \$100.00              | \$0.00                |
| 579.00 - Media/Library Center               | \$455.63           | (\$105.63)                         | \$350.00              | \$500.00              |
| 580.00 - Equipment                          | \$0.00             | \$250.00                           | \$250.00              | \$0.00                |
| 581.00 - Vacation Bible School              | \$506.18           | \$293.82                           | \$800.00              | \$500.00              |
| 582.00 - Baptismal Faith Formation          | \$68.49            | \$131.51                           | \$200.00              | \$100.00              |
| 583.00 - Bibles/Gifts                       | \$0.00             | \$1,000.00                         | \$1,000.00            | \$1,000.00            |
| 584.00 - Christmas Program & Gifts          | \$97.65            | \$2.35                             | \$100.00              | \$100.00              |
| 585.00 - CHART History Subgroup             | \$0.00             | \$300.00                           | \$300.00              | \$0.00                |

**First English Lutheran Church**  
**2019 Budget**  
**January to December 2018**

| Accounts                                     | YTD Actual<br>2018           | 2018 Annual<br>Budget<br>Remaining | 2018 Annual<br>Budget        | 2019 Annual<br>Budget        |
|--|------------------------------|------------------------------------|------------------------------|------------------------------|
| 606.00 - Confirmation                        | \$7,634.03                   | \$365.97                           | \$8,000.00                   | \$8,500.00                   |
| 623.00 - Camp/Other Scholarships             | <u>\$7,020.00</u>            | <u>\$1,180.00</u>                  | <u>\$8,200.00</u>            | <u>\$8,500.00</u>            |
| <b>Total LEARNING MINISTRY</b>               | <b>\$21,373.02</b>           | <b>\$7,426.98</b>                  | <b>\$28,800.00</b>           | <b>\$24,200.00</b>           |
| <b>YOUTH CONNECTIONS</b>                     |                              |                                    |                              |                              |
| 601.00 - High School Youth Ministry          | \$719.33                     | (\$319.33)                         | \$400.00                     | \$400.00                     |
| 603.00 - Resource Materials                  | \$192.35                     | (\$192.35)                         | \$0.00                       | \$0.00                       |
| 604.00 - Youth & Family Fellowship Activity  | \$350.00                     | (\$250.00)                         | \$100.00                     | \$450.00                     |
| 606.01 - BYG                                 | \$0.00                       | \$1,680.00                         | \$1,680.00                   | \$1,500.00                   |
| 608.00 - Seraphim Youth Choir                | <u>\$0.00</u>                | <u>\$200.00</u>                    | <u>\$200.00</u>              | <u>\$0.00</u>                |
| <b>Total YOUTH CONNECTIONS</b>               | <b>\$1,261.68</b>            | <b>\$1,118.32</b>                  | <b>\$2,380.00</b>            | <b>\$2,350.00</b>            |
| <b>INTERN ENRICHMENT MINISTRY</b>            |                              |                                    |                              |                              |
| 610.00 - Summer Interns - Payroll            | \$33,762.91                  | \$1,937.09                         | \$35,700.00                  | \$37,985.00                  |
| 611.00 - Summer Intern Support - supplies    | \$1,172.53                   | (\$1,172.53)                       | \$0.00                       | \$0.00                       |
| 611.02 - Intern retreat, training, & intervi | \$1,784.96                   | (\$284.96)                         | \$1,500.00                   | \$1,500.00                   |
| 612.00 - Summer Programming - general        | <u>\$2,657.61</u>            | <u>\$1,592.39</u>                  | <u>\$4,250.00</u>            | <u>\$4,250.00</u>            |
| <b>Total INTERN ENRICHMENT MINISTRY</b>      | <b>\$39,378.01</b>           | <b>\$2,071.99</b>                  | <b>\$41,450.00</b>           | <b>\$43,735.00</b>           |
| <b>OUTREACH &amp; SOCIAL MINISTRY</b>        |                              |                                    |                              |                              |
| <b>Churchwide Ministries</b>                 |                              |                                    |                              |                              |
| 700.00 - ELCA Synod Benevolence              | \$42,000.00                  | \$1,000.00                         | \$43,000.00                  | \$43,000.00                  |
| 701.00 - ELCA Hunger Appeal                  | \$3,000.00                   | \$2,000.00                         | \$5,000.00                   | \$5,000.00                   |
| 702.00 - ELCA Disaster Response              | \$3,000.00                   | (\$3,000.00)                       | \$0.00                       | \$0.00                       |
| 703.00 - Lutheran World Relief               | \$2,500.00                   | \$1,500.00                         | \$4,000.00                   | \$4,000.00                   |
| 704.00 - Missionary Sponsorships             | \$1,500.00                   | (\$500.00)                         | \$1,000.00                   | \$1,000.00                   |
| 710.00 - ELCA Conference Outreach            | <u>\$3,671.20</u>            | <u>(\$171.20)</u>                  | <u>\$3,500.00</u>            | <u>\$3,500.00</u>            |
| <b>Total Churchwide Ministries</b>           | <b>\$55,671.20</b>           | <b>\$828.80</b>                    | <b>\$56,500.00</b>           | <b>\$56,500.00</b>           |
| <b>Synod &amp; Regional Ministries</b>       |                              |                                    |                              |                              |
| 711.00 - Lutheran Social Services            | \$3,000.00                   | (\$3,000.00)                       | \$0.00                       | \$0.00                       |
| 712.00 - Bethany Homes (Waupaca)             | \$500.00                     | (\$500.00)                         | \$0.00                       | \$0.00                       |
| 713.00 - Fox Valley Homes                    | <u>\$700.00</u>              | <u>(\$700.00)</u>                  | <u>\$0.00</u>                | <u>\$0.00</u>                |
| <b>Total Synod &amp; Regional Ministries</b> | <b>\$4,200.00</b>            | <b>(\$4,200.00)</b>                | <b>\$0.00</b>                | <b>\$0.00</b>                |
| <b>Congregational Ministries</b>             |                              |                                    |                              |                              |
| 721.00 - Good Samaritan Fund                 | \$500.00                     | (\$500.00)                         | \$0.00                       | \$0.00                       |
| 722.00 - Church College Covenants            | <u>\$1,750.00</u>            | <u>\$3,250.00</u>                  | <u>\$5,000.00</u>            | <u>\$2,000.00</u>            |
| <b>Total Congregational Ministries</b>       | <b>\$2,250.00</b>            | <b>\$2,750.00</b>                  | <b>\$5,000.00</b>            | <b>\$2,000.00</b>            |
| <b>Outreach Ministries</b>                   |                              |                                    |                              |                              |
| 733.00 - Leaven                              | \$2,600.00                   | (\$2,600.00)                       | \$0.00                       | \$0.00                       |
| 734.00 - Pillars Suprtv & Affordable Housing | \$500.00                     | (\$500.00)                         | \$0.00                       | \$0.00                       |
| 736.00 - Domestic Abuse/Harbor House         | \$1,600.00                   | (\$1,600.00)                       | \$0.00                       | \$0.00                       |
| 737.00 - Salvation Army                      | \$500.00                     | (\$500.00)                         | \$0.00                       | \$0.00                       |
| 738.00 - E.S.T.H.E.R.                        | \$750.00                     | (\$750.00)                         | \$0.00                       | \$0.00                       |
| 740.00 - OSM Outreach Grants                 | \$8,283.60                   | \$8,106.99                         | \$16,390.59                  | \$29,267.00                  |
| 741.00 - Live Your Call                      | <u>\$746.93</u>              | <u>\$2,253.07</u>                  | <u>\$3,000.00</u>            | <u>\$3,000.00</u>            |
| <b>Total Outreach Ministries</b>             | <b>\$14,980.53</b>           | <b>\$4,410.06</b>                  | <b>\$19,390.59</b>           | <b>\$32,267.00</b>           |
| <b>Special Ministries</b>                    |                              |                                    |                              |                              |
| 748.00 - LAYETTES                            | \$25.00                      | \$175.00                           | \$200.00                     | \$200.00                     |
| 749.00 - Alternative Gifts                   | \$2,980.00                   | (\$2,980.00)                       | \$0.00                       | \$0.00                       |
| 750.00 - Other Benevolence                   | <u>\$3,367.28</u>            | <u>(\$1,867.28)</u>                | <u>\$1,500.00</u>            | <u>\$1,500.00</u>            |
| <b>Total Special Ministries</b>              | <b>\$6,372.28</b>            | <b>(\$4,672.28)</b>                | <b>\$1,700.00</b>            | <b>\$1,700.00</b>            |
| <b>Total OUTREACH &amp; SOCIAL MINISTRY</b>  | <b>\$83,474.01</b>           | <b>(\$883.42)</b>                  | <b>\$82,590.59</b>           | <b>\$92,467.00</b>           |
| <b>CAPITAL REQUIREMENTS</b>                  |                              |                                    |                              |                              |
| 801.00 - Working Capital LOC Interest        | \$1,650.96                   | (\$400.96)                         | \$1,250.00                   | \$1,575.00                   |
| 803.00 - Mortgage - Interest                 | \$66,045.71                  | \$76.46                            | \$66,122.17                  | \$61,037.00                  |
| 803.01 - Mortgage - Principal                | <u>\$123,326.29</u>          | <u>(\$76.46)</u>                   | <u>\$123,249.83</u>          | <u>\$128,335.00</u>          |
| <b>Total CAPITAL REQUIREMENTS</b>            | <b>\$191,022.96</b>          | <b>(\$400.96)</b>                  | <b>\$190,622.00</b>          | <b>\$190,947.00</b>          |
| <b>Total EXPENSES</b>                        | <b><u>\$1,280,527.71</u></b> | <b><u>\$49,225.88</u></b>          | <b><u>\$1,329,753.59</u></b> | <b><u>\$1,448,649.00</u></b> |
| <b>Net Total</b>                             | <b>(\$23,982.32)</b>         | <b>\$24,044.73</b>                 | <b>\$62.41</b>               | <b>\$121.00</b>              |

**CONSTITUTION, BYLAWS AND CONTINUING  
RESOLUTIONS OF FIRST ENGLISH LUTHERAN  
CHURCH**

FELC Specific Changes Approved by FELC Council – Jan. 23, 2018  
First Approval of FELC Specific Changes at 2018 Annual Meeting – Feb. 11, 2018  
Second Approval of FELC Specific Changes to be at 2019 Annual Meeting – Feb. 10, 2019

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The proposed changes to the FELC Constitution, Bylaws and Continuing Resolutions of First English Lutheran Church as approved at the 2018 Annual Meeting-2/11/18 are listed below:

Note: additions are underlined; items removed have a ~~strikethrough~~.

**Summary:**

**13.01** – name updates to the First English Lutheran Endowment Fund, Echoes, a Christian Thrift Store, and The Arthur Krempin School of Music & Art.

**14.02., 14.02.01, 14.02.02** – Endowment name change only

**14.02.03** – portion of section after first two sentences was moved to a new section 14.02.04. (Which then required re-numbering of the remainder of section 14.02.) Added language regarding committee responsibilities when the Endowment funds are professionally managed.

**14.04.05** – clarifies the responsibilities of the Endowment Committee and adds the annual reporting requirement to the congregation at the annual meeting.

**14.04.06** – adds the Church Administrator as an ex-officio non-voting member of the Committee.

**14.02.07** through 14.02.09 – Endowment name change only.

**14.02.10** – Endowment name change and corrected the language in the first sentence.

**14.02.11 through 14.02.14** - Endowment name change only.

**14.02.15** – Endowment name change and adds the annual reporting requirement to the congregation at the annual meeting.

**14.02.16** – Endowment name change only.

**14.04** – Name update to The Arthur Krempin School of Music & Art only.

**14.05** – Name update to Echoes, a Christian Thrift Store only.

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- C13.01. FELC may have various working groups in support of the work of FELC and the Council. The Council will appoint such groups and will delegate by continuing resolution specific responsibility and authority to them. Bylaws and continuing resolutions govern such groups. First English Lutheran Endowment Trust Fund, Echoes, a Christian Thrift Store Gift & Thrift, and The Arthur Krempin School of Music & of Art can be found under ‘Organizations Within the Congregation,’ Chapter 14.
- C14.02. FELC has established the First English Lutheran Endowment Trust as an organization that functions as a part of the overall ministry of FELC (referred to in this document as the Endowment).
- C14.02.01. FELC has established an Endowment Trust consisting of a Perpetual Fund in which the principal shall be retained and only the income distributed, and a Designated Gift Fund from which both principal and income may be distributed. Both funds are to enable the further growth of ministries and stewardship opportunities for FELC. The operations of the Endowment Trust shall be governed by C14.02 and C14.02.01-C14.02.1615.**
- C14.02.02. The Endowment Trust receives and administers bequests, estates, insurance, memorials, and other assets.**

CONSTITUTION, BYLAWS AND CONTINUING  
RESOLUTIONS OF FIRST ENGLISH LUTHERAN  
CHURCH

FELC Specific Changes Approved by FELC Council – January 23, 2018

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- C14.02.03. The ~~Endowment Trust~~ is the responsibility of the Endowment Committee (Committee). The committee is custodian of the ~~Endowment Trust~~ and is granted all necessary responsibilities and authorities. In the event that the Endowment is professionally managed by a third party, the Committee is not obligated to follow the formal requirements set forth in Sections C14.02.04, C14.02.06, C14.02.10, and C.14.02.15. In the event that the Endowment is self-managed by the Committee, these Sections are applicable, in addition to any other written rules and regulations as the Committee may deem to be necessary.
- C14.02.04 The committee shall elect from its membership a chairperson, treasurer and secretary. The committee shall meet at least quarterly. A committee quorum shall consist of three members. The affirmative vote of a majority present and voting shall carry any motion.
- C14.02.054. The committee shall establish written rules and regulations as may be necessary, to include the frequency of their meetings, the required number of members, the length of their respective terms and the manner of their appointment, as well as the manner in which motions shall be voted upon and passed. It shall adopt standards and goals to guide the disbursement expenditure of the income from the ~~Endowment Trust~~. It may amend the standards and goals as long as they stay within the stated purpose of the ~~Endowment Trust~~. These rules and regulations will be reported to the Council and available to the congregation. The Committee shall report to the congregation at the Annual Meeting.
- C14.02.065. An ~~Endowment Trust~~ committee of five members that are not concurrently serving on the Council shall be elected by the Council to serve no more than two three-year successive terms. A pastor designated by the Council, ~~and~~ the president of the Council, ~~and~~ the Church Administrator shall be ~~an~~ ex-officio non-voting members of the ~~Endowment Trust-Fund~~ Committee.
- C14.02.076. No member of the committee shall engage in any self-dealing transactions with the ~~Endowment Trust~~ in which the member of the committee has direct or indirect financial interest and shall at all times refrain from any conduct in which personal interests would conflict with the ~~Endowment Trust~~.
- C14.02.087. The committee members shall not receive any compensation.
- C14.02.098. All Funds and other holdings shall be kept and maintained separate, distinct and independent from the funds and property otherwise belonging to FELC.
- C14.02.109. The Committee shall maintain accounts with such financial institutions as it may by resolution authorize and determine. All checks and other documents transferring or expending any disbursements shall be signed by the treasurer and either chairperson or secretary of the committee. Members of this committee, at the expense of the ~~Endowment Trust~~, shall provide a corporate fidelity bond, or other insurance, in a principal amount to be determined from time to time by the committee. The accounts shall be audited annually by a certified public accountant.
- C14.02.110. The committee shall not be liable ~~for to~~ any losses that may be incurred upon investments of the ~~Endowment Trust~~. No committee member shall be held personally liable for their actions regarding the ~~Endowment Trust~~ as long as their actions are made in good faith and managed pursuant to a prudent investor standard as defined by Wisconsin Statutes, Chapter 881.01.

**CONSTITUTION, BYLAWS AND CONTINUING  
RESOLUTIONS OF FIRST ENGLISH LUTHERAN  
CHURCH**

FELC Specific Changes Approved by FELC Council – January 23, 2018

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- C14.02.1~~21~~24.** Any gifts given to the **Endowment Trust**, as well as all income derived there from, shall be used for religious, charitable and educational purposes consistent with section 501(c)(3) of the Internal Revenue Code of 1954 or the corresponding provisions of any future US Internal Revenue law. The **Endowment Trust** shall:
- a. Only carry on activities permitted by an entity exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code of 1954 or the corresponding provision of any future US Internal Revenue law and,
  - b. Not perform any act which would render contributions to the **Endowment Trust fund** nondeductible under section 170(c)(2) of the Internal Revenue Code of 1954 or the corresponding provision of any future US Internal Revenue law.
- C14.02.1~~32~~32.** The **Endowment Trust** is created and shall be operated exclusively for the purposes of FELC. No part of the income or property of the **Endowment Trust** shall inure to the benefit of or be distributed to any member, director or officer of FELC or to any other private person, except that the committee is authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth herein. No part of the activities of the **Endowment Trust** shall be the carrying on of propaganda or otherwise attempting to influence legislation, and it shall not participate in or intervene in any political campaign on behalf of any candidate for public office.
- C14.02.1~~43~~43.** The **Endowment Trust** may be dissolved in accordance with the laws of the State of Wisconsin, and in accordance with sections 170(c) and 501(c)(3) of the Internal Revenue Code of 1954 or the corresponding provision of any future US Internal Revenue law.
- C14.02.1~~54~~54.** The **Endowment Trust** committee will report quarterly to the Council concerning its activities, **in addition to reporting to the Congregation and** at the Annual Meeting.
- C14.02.1~~65~~65.** The **Endowment Trust** may purchase real estate (real property) only within the guidelines provided in a continuing resolution governing the operations of the **Endowment Trust** or as provided in an investment resolution passed **ds** at a congregation meeting. The committee will coordinate with the executive committee on any purchases within the guidelines of existing continuing resolutions governing the **Endowment Trust** or FELC investments.
- C14.04. FELC has established The Arthur Krempin School of Music **and&** Art as an organization that functions as a part of the overall ministry of FELC.
- C14.05. FELC has established Echoes, **Gift & Thrift** **Christian Thrift Store** as an organization that functions as a part of the overall ministry of FELC.

## **First English Lutheran Church**

Downtown Site: 326 E. North Street  
Appleton, WI 54911  
Office Hours: Mon.-Thurs. 8:30 a.m.-4 p.m.  
Fri. 8:30 a.m.-12:30 p.m.  
Phone: (920)733-2303  
Fax: (920)733-7431

North Site: 6331 N. Ballard Road  
Appleton, WI 54913  
Phone: (920)882-7942  
Fax: (920)882-7984

E-mail: [felc@felc.com](mailto:felc@felc.com)  
Website: [www.felc.com](http://www.felc.com)

### **Pastoral Staff**

Pastor Jeff Tengesdal

Pastor Mary Bauer

### **Support Staff**

Dianne Droster, Caring Ministries Coordinator  
Jeanne Gronholm, Administrative Assistant/  
Life Group Ministry Coordinator  
Kristy Howard, Office/Worship Support;  
Accounts Payable  
Meri Hujet, Communications Coordinator  
Becky Kallio, Fellowship Coordinator  
Karen Kneisler, Welcome Host

Kathy Larson, DS Discipleship Coordinator  
Kirsten Owens, Faith Formation Coordinator  
Heidi Schreiner, Youth and Summer Ministries Coordinator  
Cindi Schwab, Bookkeeper  
Brenda Smongeski, Church Administrator  
Laura Strebe, Office Assistant  
Laura Tlachac, DS Sunday School Assistant  
Macey Hechel, NS Nursery

### **Music Staff**

Katie Chicquette Adams, Cherub Choir  
David Arguello, Clarinetist  
Sue Bakken, Angelus Choir  
Nathan Birkholz, Downtown Site Music Director  
Noah Harmon, Pianist  
Bruce Koestner, Wednesday Worship Music Leader  
Rodney McComb, North Site Music Director  
Ethan Mellema, Parish Choir Pianist

### **Echoes Staff**

Kathy Hoffman, Manager  
Cathy Johnson     Joanne Wayner

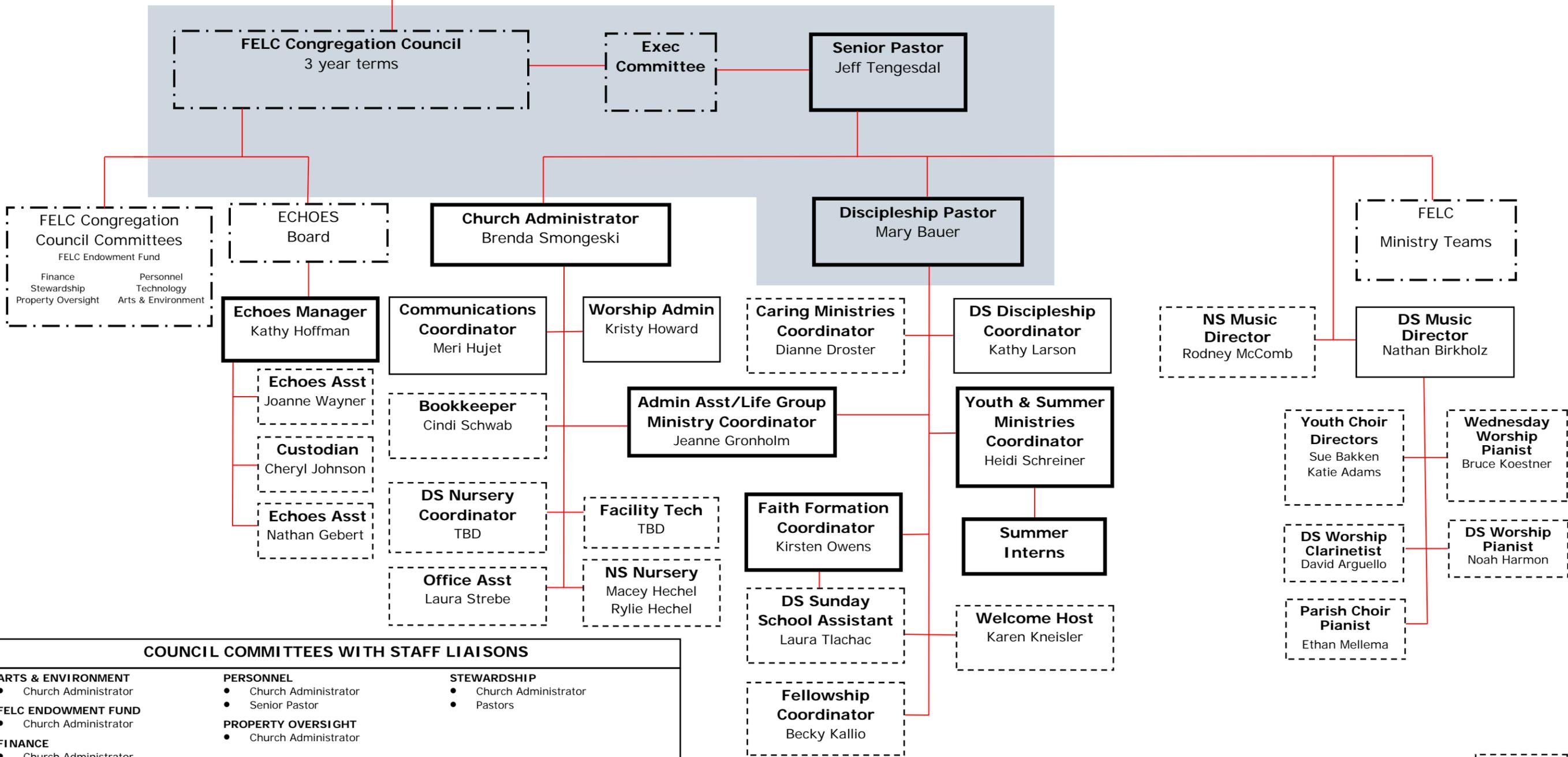
### **2018 Congregation Council**

Jeff Bemis (President)  
Bruce Doerfler  
Judy Forseth  
Dayton Henderson

Hollie Holtebeck  
Deni Kuchler  
David Lindenstruth (Vice-president)  
Doug Moard

Deanna Sanders (Secretary)  
Christina Skowen  
Mark Van Beek (Treasurer)

# First English Lutheran Church Congregation



E-2

| COUNCIL COMMITTEES WITH STAFF LIAISONS                   |   |   |
|--|---|---|
| <b>ARTS &amp; ENVIRONMENT</b><br>• Church Administrator  | <b>PERSONNEL</b><br>• Church Administrator<br>• Senior Pastor | <b>STEWARDSHIP</b><br>• Church Administrator<br>• Pastors |
| <b>FELC ENDOWMENT FUND</b><br>• Church Administrator     | <b>PROPERTY OVERSIGHT</b><br>• Church Administrator           |   |
| <b>FINANCE</b><br>• Church Administrator<br>• Bookkeeper |   |   |

| MINISTRY TEAMS WITH STAFF LIAISONS                              |  |  |
|---|--|--|
| <b>CONGREGATIONAL LIFE</b><br>• Life Group Ministry Coordinator | <b>LEARNING</b><br>• Faith Formation Coordinator     | <b>WORSHIP &amp; MUSIC</b><br>• Pastors<br>• Musicians         |
| <b>INTERN ENRICHMENT</b><br>• Youth & Summer Ministries Coord.  | <b>OUTREACH &amp; SOCIAL MINISTRIES</b><br>• Pastors | <b>YOUTH CONNECTIONS</b><br>• Youth & Summer Ministries Coord. |
| <b>INVITATION &amp; HOSPITALITY</b><br>• Discipleship Pastor    |  |  |

Cong Volunteers Elected/Appointed

Part Time 20+ hrs/week

Called or Elected by Congregation

Full Time 40+ hrs/week