

Board Name: Church Council	Board Members Present: Anne Thomas, Nate Anderson, Rebecca Anderson, Arwen Twitchett, Barb Evert, Dennis Garvin, Tim Drinkwater, Pr. Michael, Steve Shulta, Tom Dorscheid, Kurt Saterbak, Randy Ziebell
Meeting in Room 301	
Meeting date: 5-21-24 Monthly Meeting 6:15 pm (Call Committee discussion) 6:30 Meeting	

Church Council Meeting

- Call Committee Planning meeting @6:15 pm (Dennis Garvin, Rebecca Anderson, Tim Drinkwater, Steve Shulta, Nate Anderson, Barb Evert, Anne Thomas, Pr. Michael, Tom Dorscheid, Kurt Saterbak)
 - Potential candidates for leader of the call committee were brought forth by those at the meeting. Discussion regarding criteria for the candidate- someone who has a good sense of mission and vision of First Lutheran Church and can lead a call committee group based on prior experience at First Lutheran Church or in their work.
 - Of the potential candidates, the Church Council identified and agreed to three possible candidates for leadership of the call committee, meeting discussed criteria.
 - CC5.21MMS01 Offer chair position to first two identified candidates with the understanding that one accepting would preclude the other from accepting. If one of the first two do not accept the chair position it is to be offered to the third identified candidate. SS/NA All Approve
 - CC5.21MMS02 Both Tom Dorscheid and Pr. Michael will together ask the candidates for their call committee leadership. DG/SS All Approve
- Pr. Michael said opening prayer and President Tom Dorscheid called the meeting to order after initial meeting/discussion on call committee planning

Agenda Adoption

- CC5.21MMS03 Adopt Agenda NA/SS All approve.

Approval of Minutes CC

- CC5.21MMS04 Approve Minutes SS/NA All Approve

Consent Agenda/Board Reports

- CC5.21MMS05 Approve Minutes DG/SS All approve.

Financial Report (Tim Drinkwater)

- Looking just at April of 2024: Giving was above budget for April for regular contributions. Total income for just April was \$8,823.045 above budget. Administration was over budget due to the costs for the vision retreat. Worship was over budget due to the timing of Palm and Easter Sunday invoices. Overall, January through April 2024 ended with a net gain of \$5,585
- Profit and Loss/Operating
 - On the 16-month P&L report we are above budget by \$85,754 for the Jan 1, 2023, to April 30, 2024, total contributions. Total income was \$1,79,583, above budget by \$105,695.
 - Rostered leaders is above to budget for housing as Pr. Jim has had more office hours this year and above budget for benefits with the additional spousal coverage.
 - Administration is over budget by \$5,126 from the increased wages that went into effect in October of 2023 as well as increased accounting fees for credit card contributions and vision retreat costs.
 - Buildings and Grounds is currently under budget. Alliant Energy gas bill has been incorrect for the last couple of months and there is a placeholder amount of \$10K to cover any charges for 2023. HVAC repairs is below budget currently, but repairs are needed which will take place in the next couple of months. Snow removal is also under budget by -\$10,357 for the last 16 months.
 - Worship is below budget by \$2,358 due to changes in staff benefits.

- Youth is over budget due to the increased 4H Fair food booth and parking lot expenses in 2023, as well as from the implementation of the new salary adjustments.
- Memorial and Gifts
 - Rostered Leaders- Diaconal Internship stipend
 - Administration – Second half of the HR Contract and website updates and retractable tradeshow vision banners, vision wall graphics and Facebook advertising.
 - Building and grounds – Facility master plan meetings with Angus Young
 - Stewardship – Horizons Stewardship contract
 - Witness- FLC sweatshirts, Baby’s First Book Club and Safe Family supplies. Expenses for Echo meal and Ash Wednesday meal. Open table training and community outreach expenses.
 - Worship- Chalice, ciborium and communion trays. Instrument repair, A/V cables, stage floor and piano dolly. First Events concert musicians and extra musicians for Holy Week, Easter and All Saints, Christmas, and the OK Factor performance. Gym stage lighting and audio equipment.
 - Youth and Family – Winter retreat expenses. Facebook ads for vacation bible school. College scholarships, young adult group meetings and Masterpiece events and supplies. Summer mission trip expenses
 - Life Together- Baseball Tickets
 - Misc. – FLCW expenses
- CC5.21MMS06 Accept Financial Report as reported. KS/NA All Approve.
- Budget proposed for 2024-2025 and handout were shared
 - The Foundation followed our recommendations on what should be included as a grant and what should be included in the budget
 - Discussion among council members regarding the proposed budget-how it was determined and what factors were taken into consideration. There was universal support of the budget due to the fact that it didn’t change much from what was previously discussed.
 - CC5.21MMS07 Approve budget as presented. SS/DG All approve
 - Discussion regarding inclusion of 1% staff increase
 - CC5.21MMS08 Approve budget including the staff increase of 1% to be added in as amendment. SS/KS All Approve
 - Discussion regarding deferred maintenance.
 - CC5.21MMS09 Approve deferred maintenance to be a matching campaign. What we raise for deferred maintenance campaign will go into memorial and gifts not into the annual budget SS/KS All Approve
 - CC5.21MMS10 Approve budget addition of 40K rather than \$115,721 for Rostered Leader full time 20 year due to timing. TD/NA All Approve.
 - Arwen will update the proposed budget with amendments.

New Business

- Emergency Preparedness
 - Dave Melby, Protective Security Advisor for the Wisconsin District of Homeland Security reviewed and assessed our facility on May 17 He also completed an assessment of two other churches, the library, and city hall, which all have voting sites for the City of Janesville. He will follow up with additional questions for each site and send us a report by late summer or early September. Federal funding up to 100K for related projects can be applied for next March/April.
- Sabbatical Policy
 - All council members to look at what Tom sent via e-mail prior to this meeting and prepare to discuss at the June meeting.

Unfinished Business

- Fair Youth Points Policy/Parking Lot
 - Youth points- policy has gone to the youth board for review and they will work on revision of the policy, so we are compliant.
 - Unlawful to pay our volunteers. The inside point system is okay but cannot be used as an incentive or

per hour amount based on David Moore and CPA advice.

- Fair/Parking Lot discussion- Fair Taskforce/Parking lot group to recommend a policy for weather related issues to protect our property asset (grass)
- We need to get some instruction for insurance purposes on who can drive the Kubota.
- Recommendation to use pennant flags rather than fencing due to difficulty putting up orange fencing
- Something stronger than pennants are needed at Randall Avenue towards parking lot.
- Board Descriptions and Council/Program Board openings (progress report)
 - All Church Council Board Liaisons send board descriptions to Tom D before the next council meeting.
 - Tom, Rebecca, Steve and Jer all contacted potential candidates from a list shared earlier. Rebecca shared the list of names. The team did not have any yes responses from this list.
 - Suggestion made to have some people who are involved on boards share story and Pr. Michael speak to this topic in appeal for volunteers.
 - Need: 2) Worship Board, 2) Stewardship Board, 2) Church Council
- Staff Appreciation Dinner
 - Date 6/13/24, 5:00 pm. (This is also a Grand Prix day as well)
 - Rebecca to send out digital sign-up sheet for all to participate in preparing meal
- Empower Recovery/Childs First Daycare
 - Rebecca and Pr. Michael to contact Jeanie to see how we can help
- Organizational Structure Kick-off Meeting
 - CC5.21MMS11 Structure meeting to follow Staff Appreciation dinner on June 13 TD/AT All Approve
 - Tim will create the agenda for the organizational structure meeting
- Mid-Year Annual Meeting
 - June 23 in between services/outdoors unless weather doesn't permit. Then move indoors
 - Agenda to include passing of budget, constitutional changes and edits
 - Arwen to create agenda and send to Tom and Tim

Ministry Report/Update Items- Pr. Michael

- A verbal highlight was shared due to time along with printed report.
- Church Foundation Grant List Shared
- Visioning Retreat- Successful retreat
 - Kevin Ford observation is that the curve that FLC is headed on is terrific compared to other churches he works with
 - Great participation
 - 5 key strategic priorities identified and shared for FLC's capacity to grow into the future-
 - Leadership, Governance and organization development
 - Generosity
 - Deferred Maintenance
 - Expanding Staff
 - Discipleship Development
- Adult Education- Dave Moore series on Christian ethics concluded. Pr. Michael spoke to Dave about working with others to envision a Faith Formation process for the coming year.
- New Members-Largest group of new members received in Pr. Michaels memory on Sunday May 12
- Sunday School and Confirmation-Active, engaged, parents learning with students, several families involved together in Spring Clean-up day.
- Youth- 45 students involved in Release Time. Last session was May 15
- Worship-New bulletin format will be initiated and tested through the summer months
- Outreach-Open Table, first group continues to meet. Potential for formation of second group. Crop walk-successful FLC effort lead by Matt Haeger.
- Inclusion-Pr. Michael completed a four session Anti Racism training series for rostered leaders of South-Central WI Synod

- Emergency Preparedness-Assessment of facility completed on May 17. Federal funding can be applied for next March/April
- Next Level Generosity-This group will present the work completed to the Council at our July meeting. Relevant to our budget discussion. Top heavy giving continues to be generous. Need to fill out lower levels and make budget more sustainable.
- Vacation- May 29-June 4, daughter Rachel's wedding on June 1
- New Members- 28 new members list shared as of May 12, 2024
- Transferred Members- 4 due to geographical move
- Weddings- 1 September

Synod and Church wide Updates

- Synod Office open house June 15, 12:00-2:00 pm Lakeview Lutheran Church, 4001 Mandrake Road, Madison, WI. Handout shared.
- Synod Assembly will be hosted at FLC on May 17 and 18- Great Success!
 - Mike Schuler went beyond expectations to ensure audio visual needs were met
 - Jeanie Pomplun prepared an excellent volunteer crew and served as point person on staff to work with synod staff to make sure spaces were prepared and organized
 - Amy worked beforehand with the worship planning team to prepare an event she wasn't able to attend due to her surgery.
 - Roy and Nancy Carroll, Barry Twitchett and Carol Baumgartner all did an excellent job of leading the music.
 - My heartfelt thanks to each of these members of our staff and community!

For the Good of the Church

- Thank you to staff members and others who worked hard on the Synod Assembly event at First Lutheran Church!

Time for Reflection and Closing Prayer

- Closing prayer

Action Items

- Arwen to update the budget based on approved motions
- Task force parking lot group to recommend weather related policies and share with staff.
- All send board descriptions to Tom
- Rebecca and Pr. Michael work with Jeanie on how we can help with building use policy
- Tim to create agenda for Organizational Structure meeting following Staff Appreciation Dinner
- Arwen to create agenda for June 23 Annual Meeting
- All review the Sabbatical Policy prior to next meeting.

Adjourn Meeting

Next meeting: June 18, 2024, 6:30pm
Respectfully Submitted, Barb Evert, Secretary

Please keep in mind:

- It is not necessary to fill in all three boxes every month.
- Council members will receive this report in packets prior to the monthly meeting.
- Council members should read the bragging points and future plans as a means of staying informed regarding the work of individual boards.
- Chairpersons need not review the bragging points and future plans at Council meetings but be prepared to answer any pertinent questions.
- Chairpersons should focus their report on those issues requiring guidance or action by the full Council or Executive Board.