

Grace Lutheran Church Council Meeting Minutes
Tuesday, November 18, 2014
6:00 pm



Elders Present: Carole Ryan, Christine McGraw, Kjersti Glesne, Jon Finch, Tony Hunthausen, Joyce Eggleston, Marlin Golnitz, Bob Vouga, Pastor Chris Tweitmann
Elders Absent: Chris Toland
Staff Present: Jennifer Petry, Betty Wardle

I. Dinner/Prayer Requests/Affirmations

- a. Prayer Requests and Affirmations were shared.

II. Call to Order

- a. The meeting was called to order at 6:40pm by Carole Ryan.
- b. Christine McGraw led the opening prayer.

III. Council Consent Agenda

- a. Minutes of the October 28 council meeting were previously approved via email.
- b. Report of baptisms, weddings, memorial services and membership changes for October/November were presented.
- c. The Reaching Out team recommends donating November's 5th Sunday Missions Offering to the missionaries supported by Grace.

Motion presented to approve and accept the Consent Agenda.

Motion was seconded.

Motion was approved.

IV. Financial Report and Acceptance

- a. Christine McGraw presented a written financial report for October (attached)

Motion presented to accept the Treasurer's Report.

Motion was seconded.

Motion was approved.

V. Principal's Report

- a. Jennifer Petry presented a written Principal's Report (attached).
- b. Bob Vouga presented a School Advisory Committee report.
 - The School Advisory Committee is working on an updated job description for the Grace School Principal. It will be ready to present at the next council meeting.

Motion was presented to accept the Principal's and School Advisory Committee Reports.

Motion was seconded.

Motion was approved.

VI. Pastor's Report

- a. Members of the congregation participated in the Walk to end Alzheimer's at Angel Stadium last Saturday. The next opportunity to go out together to serve as a congregation will be packing Operation Christmas Child boxes at their warehouse on December 2.
- b. The Red Cross blood drive will be held on November 23 at Grace. Currently, 50% of the slots are filled.
- c. There will be a congregational meeting on November 23 after the 10:30 service. The purpose is to elect our nominating committee and to ratify an amendment to the NALC constitution.
- d. There will be two Thanksgiving Eve services; 11:00am and 7:00pm on November 26.
- e. The sanctuary will be decorated for Christmas on Saturday, November 29. Everyone is invited to help.
- f. The council affirmed Drew Williams and Lee Humerian's preaching. Rory Woodbury, our drama intern, will preach on November 30.
- g. Wednesday, December 3 will be a family Advent night with crafts, stories and caroling.
- h. There will be one service on December 21 at 10:30 with Bluegrass Light leading and breakfast and a Q & A with Pastor Chris. There will also be one service on December 28 at 10:30 (no breakfast).
- i. Pastor Chris will meet with the Good Samaritan team next week and met with the nominating team, 50th anniversary team and the college group.
- j. Pastor Chris participated in a religious retreat for cub scouts. He spoke on gratitude. It was a great experience and the families were pleased.
- k. Pastor Chris continues to lead a huddle on Wednesday nights and meets with Drew and Megan Williams, Lee and Katie Humerian and Jon and Melissa Alexanian monthly.
- l. Pastor Chris is leading devotions for school staff and has had several counseling appointments over the last month.
- m. There was a NALC Mission District meeting that Pastor Chris missed due to a funeral and the Alzheimer's walk. He will be filled in by Pastor Marv Combs.
- n. Pastor Chris has been asked to be the pastor at the Cursillo women's weekend in February.
- o. Mariners Church has approached Grace about hosting a monthly men's breakfast. Jon Finch volunteered to be the Grace point person.

Motion presented to accept the Pastor's Report

Motion was seconded.

Motion was approved.

VII. Council Action

a. Combined Service and Breakfast Debrief

- We ran short of egg dishes. Staff and council are requested to bring a breakfast dish.
- Breakfast will start at 8:30 so that those coming for the 8:30 service will not have to wait until 9:00.
- Suggested that someone ask for quiet in the room prior to the start of the Q & A.
- The service went great and there were wonderful comments about the sermon.
- There will be a sign-up sheet for set-up, serving and clean-up.

b. ARC Southwest Gathering

The Alliance of Renewal Churches (ARC) would like to hold their Southwest ARC Gathering at Grace this summer: July 16th - July 18th. They would like to rent our campus for those dates. They will staff all the volunteers for the gathering with members from ARC churches in the area. If we host, any members of Grace would be allowed to attend the event for free. A recommended rental fee for the rooms and necessary staff would be \$2,000 plus the cost of a/v and custodial service.

Motion presented to host the ARC Southwest Gathering.

Motion was seconded.

Motion was approved.

c. Our current and future relationship with Karen Merkel through the World Mission Prayer League.

There have been further questions about Grace's involvement in the World Mission Prayer League dinner in March 2015. The council recommends that a group of Elders speak with Karen Merkel. This group would include Marlin Golnitz, Tony Hunthausen, Carole Ryan and Pastor Chris. Prior to the meeting, Marlin Golnitz will write a letter to Karen and wait for her response.

VIII. Closing Prayer

a. Tony Hunthausen closed the meeting in prayer.

IX. Adjournment

a. Meeting was adjourned at 8:40 pm.

Respectfully Submitted,
Kjersti Glesne
Council Secretary

Next Regular Meeting will be held on December 16. Chris Toland will provide dinner.

Upcoming Events/Reminders:

November 23	Bloodmobile at Grace, Congregational. Meeting
November 26	Thanksgiving Eve Service
November 27	Vietnamese Thanksgiving Service
November 29	Decorate Sanctuary for Christmas
December 2	Operation Christmas Child Warehouse
December 3	Family Advent Craft and Story night
December 10	School Jk-2 nd program in Sanctuary
December 17	School 3-5 grade program in Sanctuary
December 21	Combined Service with Breakfast and Q & A
December 24	Christmas Eve Services 11am, 4, 7 & 9pm
Dec. 25 – Jan. 4	Office and Campus Closed
December 28	Combined Service, No Breakfast



GLS Principal's Report to Council
November 18, 2014

GLS School Calendar

- ♥ Nov 17 Fall Sports Banquet
- ♥ Nov 20 Middle School Trimester Trip
- ♥ Nov 24-28 Thanksgiving Break (NO School)
- ♥ Nov 24-25 Teacher Inservice
- ♥ Dec 10 JK-2nd Grade Christmas Program at GLC
- ♥ Dec 17 3rd-5th Grade Christmas Program at GLC

Preschool

Enrollment October 2014-2015

Student count at the time of running report 111 children Total: \$56,870

	Monday	Tuesday	Wednesday	Thursday	Friday	Totals
Part Time	33	40	33	36	26	168
Full Time	48	46	47	40	34	215
Total Day	81	86	80	76	60	383

Licensed for 114 - Maximum capacity per day is 114 (White 18, Ruby 18, Navy 18, Violet 30, Lime 30)

Enrollment November 2014-2015

Student count at the time of running report 108 children Total: \$56,903.72

	Monday	Tuesday	Wednesday	Thursday	Friday	Totals
Part Time	33	40	32	36	30	171
Full Time	46	43	46	37	31	203
Total Day	79	83	78	73	61	374

Licensed for 114 - Maximum capacity per day is 114 (White 18, Ruby 18, Navy 18, Violet 30, Lime 30)

JK - 8th Grade Enrollment

Total billed is approximately \$120,000 per month

(46 new students enrolled for the 2014/2015 school year)

11/18/2014

Classroom totals Jk-8th

Grade	Students
Jr. K	9
K	22
1st	39
2nd	19
3rd	26
4th	24
5th	24
6th	14
7th	24
8th	17
Totals	218

10/28/14

Classroom totals Jk-8th

Grade	Students
Jr. K	9
K	22
1st	39
2nd	19
3rd	26
4th	24
5th	24
6th	14
7th	24
8th	17
Totals	218

Grace Lutheran Church and Schools

Treasurer's Report - Oct 2014

11/18/2014

Church Balance Sheet	August-14	September-14	October-14
General Fund Balance	\$ 187,525.55	\$ 151,855.76	\$ 173,100.00
Payroll Fund Balance	\$ 6,097.26	\$ 3,157.14	\$ 2,696.00
Petty Cash	\$ 400.00	\$ 400.00	\$ 400.00
Campus Improvement Fund Balance	\$ 46,082.80	\$ 44,195.56	\$ 64,581.56
Church Operating Cash	\$ 240,105.61	\$ 199,608.46	\$ 240,777.56
Foundation Balance (as of 10/31/2014)	\$ 89,265.81	\$ 87,940.51	\$ 89,816.00
Total - Church Cash	\$ 329,371.42	\$ 287,548.97	\$ 330,593.56

Real Estate Loan Balance	\$ (486,092.68)	\$ (485,210.14)	\$ (484,260.08)
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Church Income Statement (10/2014)	August-14	September-14	October-14
Total Giving/Program Income	\$ 75,508.93	\$ 57,779.47	\$ 62,437.54
Total Expenses (incl loan prin pymt)	\$ (56,543.71)	\$ (89,134.66)	\$ (62,530.36)
Total Net Gain/(Loss)	\$ 18,965.22	\$ (31,355.19)	\$ (92.82)

Church Income Statement (YTD)	2014-2015 Approved Budget	2014-2015 YTD Performance	2014-15 YTD Budget vs. Actual
GLC Total Giving/Program Income	\$ 253,211.00	\$ 258,951.00	\$ 5,740.00
GLC Total Expenses	\$ 260,837.00	\$ 267,312.00	\$ (6,475.00)
YTD Profit/(Loss)	\$ (7,626.00)	\$ (8,361.00)	\$ (735.00)

-The plate giving YTD for 2013/2014 has us running about even. As of 10/31 we're about \$650 ahead of where we were last year on the same date. Hopefully, that means that the budget reduction we made in June is bearing out. The budget anticipated that at this point in the year, income would be behind expenses and that has borne out as the year has progressed. We are bit further behind than anticipated but I'm confident we'll recover the difference.

-We have had 2 combined services this year and in both cases, the plate giving was down for this week over the other weeks in Oct & Nov. That said, it doesn't appear to be impacting giving overall. As mentioned above, October giving this year was higher than last, and the weekly giving for this past week was \$2K ahead of giving at the October combined service.

-We received a generous donation from a member's estate in October. It was decided that those funds will go into the Church's Campus Improvement restricted account in order to help replenish that account after the work done this summer on the church HVAC systems and the fumigation work.

-The monthly debt service payment was made during the month in the amount of \$2,870.80.

-There were no unusual expenses for the month and it is anticipated that October will be the last month for the increased summer electrical rates that have pushed the electric bills up so high over the last few months.

Care Connections Inc/Exp Stmt	August-14	September-14	October-14
Total Program Income (prior mo)	\$ 9,203.00	\$ 12,826.00	\$ 13,193.00
Total Program Expense (current mo)	\$ (11,815.13)	\$ (15,248.59)	\$ (10,928.87)
Total Net Gain/(Loss)	\$ (2,612.13)	\$ (2,422.59)	\$ 2,264.13

-As has been mentioned in past reports, Care Connections bills in arrears, so a monthly income/expense snapshot is not very accurate. Expenses for September were fairly large and October Income doesn't match up with it yet. It is anticipated that they will continue to catch up with collection for October expenses because at the moment, the month of October is operating at a loss of about \$2,055. The expenses for October were considerably less than September and it will be easier for them to catch up. They will make up for the loss with cash in their accounts.

Grace Lutheran School
Treasurer's Report - Sept 2014
11/18/2014

School Operating Cash 10/2014	<u>August-14</u>	<u>September-14</u>	<u>October-14</u>
General Fund Balance	\$ 301,986.01	\$ 296,510.04	\$ 291,098.51
PTF Account Balance	\$ 37,115.07	\$ 48,556.11	\$ 39,030.67
Total - School Operating Cash	\$ 339,101.08	\$ 345,066.15	\$ 330,129.18

School Income Stmt YTD 10/31/14	2014-2015	10/31/2014	2014-2015 Budget
	Approved Budget	Budget	Performance
TOTAL INCOME	\$ 2,392,095.00	\$210,760.05	\$830,259.89
TOTAL EXPENSE	\$ 2,356,516.00	(\$78,127.94)	\$828,332.71
NET GAIN/(LOSS)	\$ 35,579.00	\$132,632.11	\$1,927.18

-The school fall fundraisers held since school has started have raised about \$13,600 for the various school programs that they're designated to support (MIND/Music, Library, General Fund). The PTL income increased in Sept as funds were raised and then product was paid for in October for 2 fundraisers. The Jog-A-Thon monies raised are not reflected in the 10/31/14 PTL balance.

-The school made its quarterly lease payment to the school district the first week of October and last month's report indicated that the expense would show up in this month's report, which it does, but that there is only a \$5,400 difference in the cash position, September/October speaks to how well the school is managing their funds as we move through the fall.

This and That.

- **Preschool** - During the month of November the number of preschoolers decreased by three, (moved out of the area) for 108 students. We have seven children starting in January for the WHITE ROOM (2 year old) (One being Mr. Zs' daughter). This will bring student enrollment to 115 student.
- **Elementary** - Enrollment numbers remain the same. Leslie toured two families this week. One with three students and the other with 5th grader.
- **Rec Club** - has 32 kids signed up for regular care plans and 57 signed up for occasional care. Two kids moved from a plan to occasional care.
 - A few afterschool clubs are wrapping up next week and the others go through December. Jake is currently looking into different clubs and seeing which ones to continue to do in January.
 - Rec Club will be open Monday and Tuesday of Thanksgiving week. Preparations for staffing and activities are currently underway.
- **Jog-a-thon** raised \$8500 for the elementary school and \$2030 for the preschool
- **IWOA/CoGAT** test results have arrived. Results will go home to parents in the students' first trimester report cards.
- **The School Advisory Committee (SAC)** met at 4:00 this afternoon (Bob will give report)
- **Operations:**
 - In the process of replacing 12 Expressway's Computers that have started to fail due to extreme age.
 - Prepped and set-up new computers for the Library (Student Access of online book catalog) & Rec Club (Additional Computer for Staff use) & Laptop for staff use (Mr. Zylstra)
 - Heaters were cleaned and filters replaced at a substantially reduced cost from original quotes.
 - Work order has been submitted to the district for remaining heater pilot light issues.
 - OVSD maintenance will provide the pilot lights needed. Due to the time constraints, we may have to contact outside contractors, which will undoubtedly be more costly.
 - OVSD will install the wall heaters in the Library, Teacher's Lounge and Steve's office but that has not happened yet due to OVSD maintenance schedule. The three new heaters are here on site ready and waiting to be installed.
 - Working on getting landscape watering schedule to comply with winter landscape watering schedule from City of HB Water (Down to twice a week during the winter months)
 - Tree trimming will take place on November 29. We will need to get a gate key to the company and probably stop by to check on progress.
 - Working on Roxanne's computer, which has some sort of malware issue, which appears to be serious and difficult to track down and resolve.