

**Grace Lutheran Church Council Meeting Minutes**  
**Tuesday, December 10, 2013**  
**6:00 pm**



Elders Present: Carole Ryan, Christine McGraw, Jon Finch, Kjersti Glesne, Tony Hunthausen; Bob Vouga. Linda Woodbury, Jill Nugent, Pastor Chris Tweitmann  
Elders Absent: Joyce Eggleston  
Staff Present: Jennifer Petry, Betty Wardle

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**I. Dinner/Prayer Requests/Affirmations**

- a. Prayer Requests and Affirmations were shared.

**II. Call to Order**

- a. The meeting was called to order at 7:00 by Carole Ryan.
- b. Betty Wardle led the opening prayer.

**III. Council Consent Agenda**

- a. Minutes of the October Council Meeting were previously approved via email.
- b. Report of baptisms, weddings, memorial services and membership changes for November/December were presented. (attached).
- c. Recommendation from Reaching Out Team that the 5<sup>th</sup> Sunday offering for December be designated for Philippine disaster relief.
- d. The following is a list of persons who volunteer as counters (or alternates) to count the Sunday offerings and other general deposits. Patty and Bob Eggink, Mark and Carolyn Menth, Manny and Gracia Sanchez, Larry and Ophelia Kerth, Toni Guchereau, Lori Foster, Ray Edwards; Ron Bender.
- e. Recommendation that the church office be closed from December 25 to Jan. 5. (This would be 5 paid days off for hourly staff.) Staff would be available should work need to be done during that time off.

**Motion presented to approve and accept the Consent Agenda.**

**Motion was seconded.**

**Motion was approved.**

**IV. Financial Report and Acceptance**

- a. No written report presented.
- b. Balances need to be verified after server crash and the release of Elsa Bargas, former bookkeeper.
- c. Suzanne Petry, a certified "Quickbooks Pro" is assisting with the transition from Peachtree to Quickbooks for the church accounts.
- d. Discussion of school line of credit and whether it should have a balance or be paid off in full or paid down in larger increments.

**Motion presented to empower Christine McGraw to pay off line of credit as she deems appropriate, after reviewing school financial reports.**

**Motion was seconded.**

**Motion was approved.**

**V. Principal's Report**

- a. A written principal's report was presented (attached)

**Principal's Report was accepted.**

**VI. Pastor's Report**

- a. Combined service with our Vietnamese partners and the brunch that followed was well received.
- b. The new Vietnamese community is doing well. Many of their children are attending Bible Adventures.
- c. The Blood Drive went well. 26 units of blood were collected.
- d. The Operation Christmas Child box-packing night went well and was well-received.
- e. Members of the congregation are going to Nicaragua in January to build houses for Habitat for Humanity.
- f. Huddles are going well.
- g. Kairos cards have been in the bulletins. People are sharing their significant Kairos moments.
- h. Pastor Chris and Beth attended the 3DM spouse retreat. Much information was gained by both of them.

**Pastor's Report was accepted**

**VII. Council Action**

**a. Special Congregation Meeting**

- There will be a special congregation meeting on Sunday, February 9. There will be two items on the agenda. The congregation will vote on a nominating committee for the 3024-15 council and Rev. Van Tran will be formally called.

**b. Facilities Report**

- Tony Hunthausen has received termite report and bid which he shared with the council. There is substantial work to be done. Tony will get two additional bids and then a plan will be developed for having the work done in phases.

**c. Brunch Help**

- There will be a brunch for the congregation at 8:30 before the single service at 10am on Sunday Dec. 22
- Council members are requested to help by setting up, serving, and bringing a brunch item.

**VIII. Closing Prayer**

- a. Jill Nugent closed the meeting in prayer

**IX. Adjournment**

a. Meeting was adjourned at 8:45 pm

Respectfully Submitted,  
Kjersti Glesne  
Council Secretary

**Next Regular Meeting will be January 28, 2014 at 6:00pm**

**Bob Vouga will provide dinner**

**Upcoming Events/Reminders:**

Dec. 11 GLS Primary grades Christmas Program at GLC  
Dec. 18 GLS 3<sup>rd</sup> – 5<sup>th</sup> grade program at GLC  
Dec. 20 College group Christmas Party  
Dec. 21 Jr/Sr High leaders Christmas Party  
Dec. 22 Brunch 8:30, ONE Service 10:00am  
Dec. 22 Vietnamese Christmas service 7pm  
Dec. 24 Christmas Eve Services 11am, 4,7 & 9 pm  
Dec. 29 ONE Service 10:00am



GLS Principal's Report to Council  
December 10, 2013

**GLS School Calendar**

- ♥ Dec 11 JK-2<sup>nd</sup> Christmas Program at GLC 7:00 PM
- ♥ Dec 18 3<sup>rd</sup>-5<sup>th</sup> Christmas Program at GLC 7:00 PM
- ♥ Dec 18 All School Chapel
- ♥ Dec 23 - Christmas Break – Jan 26

**Preschool**

Enrollment NOV, 2013-2014

Student count at the time of running report 111 children Total: \$61,693 billed monthly

	Monday	Tuesday	Wednesday	Thursday	Friday	Totals
Part Time	28	29	37	28	27	149
Full Time	52	53	59	45	42	251
Total Day	80	82	96	73	69	400

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

Enrollment DEC, 2013-2014

Student count at the time of running report 116 children Total: \$64,419 billed monthly

	Monday	Tuesday	Wednesday	Thursday	Friday	Totals
Part Time	32	35	43	32	33	175
Full Time	50	51	57	42	39	239
Total Day	82	86	100	74	72	414

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

**JK - 8<sup>th</sup> Grade Enrollment**

Total billed is approximately 100,000 per month

12/10/2013

Classroom totals Jk-8<sup>th</sup>

Grade	Students
Jr. K	11
K	39
1st	20
2nd	26
3rd	21
4th	25
5th	11
6th	24
7th	18
8th	23
Totals	218

10/22/2013

Classroom totals Jk-8<sup>th</sup>

Grade	Students
Jr. K	11
K	37
1st	20
2nd	26
3rd	21
4th	25
5th	11
6th	23
7th	17
8th	23
Totals	214



### This and That

- Preschool continues to tour prospective parents and enroll students on an ongoing basis. Roxanne registered a new student today.
- Touring for the elementary and middle schools continues:
  - 5 new students started on Dec 2<sup>nd</sup>; one each in Kindergarten, first, sixth, seventh, and eighth grades
  - A 5<sup>th</sup> grader will be starting in January or February
  - A family emigrating from Australia will start their JrK and Kindergarten students in January
- Leslie has also been touring families for 2014-2015 school year. The final add for the **FISH** radio station will be playing the last two weeks of Dec. to promote Community Preview Day. We feel that this has been a successful to get our name out to the community and plan on doing it again in 2014 if it is offered.
- Preschool directors have hired two new employees, both former Grace students.
- Rec Club has hired an employee to work 10-15 hours per week.
- Lynn Angeles continues train Jake in the use of Procure. Lynn is working with Steve to combine Preschool and Rec Club Procure. Right now, they are using two different versions and paying two licensing fees.
- Jake continues to grow and is doing an excellent job as Director of Rec Club in addressing staff and student issues as they arise.
- Rec Club was open Monday and Tuesday of the Thanksgiving week. Monday-30 kids and Tuesday-27 kids attended paying either \$80 for two days or \$45 for one. This is a significant increase from past years.
- Members of the school admin staff and Betty are absorbing some of Elsa's tasks related to HR and payables.
- Our WASC accreditation 6-year complete self-study process continues. Our Wednesday, October 23, WASC Chair visit left us with some concerns as to her qualifications. After making some inquiries, it was determined by the head of WASC that we will be assigned a new chairperson. Our three day visit will be March 23-26, 2014
- Steve Chase is working with Oceanview School District (OVSD) and the Orange County Sanitation District to resolve an unexpected fee that in previous years was included in OVSD's bill for cost recovery for the sanitation.
- The overall major focus for the month will be the primary and elementary Christmas programs and the initial planning for 2014 registration and Community Preview day
- SAC met on November 26, 2014 at 4:00 PM. Bob will present minutes at the January 2014 Council Meeting