

Lord of Life Council Minutes

DRAFT

August 8, 2017

Attending: Wade Jensen, Carolyn Watkins, Karen Post, Don Craig, Mary Cook, Barry Brown, Pastor Dubnansky, Lindsay Crocker, Patrick Niemann, Paula Pickler, Shannon Thomsen, Alecia Harrison

Absent: Michael Flickenger **Scribe:** Lindsay Crocker

Wade Jensen called meeting to order at 11:18 a.m.

Devotions: Lindsay

Reminder—Counters for August: Don and Wade

Review of Minutes—Mary motioned to accept minute meetings with one change to name misspelling, Karen 2nd, all were in favor. Motion passed.

Financial Report—See attached report. Barry gave report for June, explained that miscellaneous expenses are high due to 40th Anniversary expenses. Non-operating expense final expense listed on the balance sheet was mostly settling-up payment to Aspen (~\$17K). Because books are done on a cash basis, the payment to the pension company is not included this month (~\$500), be aware that this payment will likely hit twice in next month statements. We came in at \$957 below expenses, but from a debt repayment perspective, we are in good shape. YTD, we are tracking \$5,200 above what we anticipated so this is good news. Infrastructure contributions are down significantly in June and likely July. Barry will be extremely busy during the next few months because of extensive work obligations. He may have to provide reports via email and a summary report. Barry asked what the contribution to YAGM (Youth Global Mission Fund) designated fund was from, and it was resolved that was from the Ordination of Josh Kestner. A check needs to go to this fund on his behalf. Karen made a motion to accept financial report, second by Patrick, all were in favor. Motion passed.

NC Synod and the Churchwide Women's Update, Alecia gave report—Alecia described that Synod is collection of Lutheran congregations. The North Carolina Synod includes all the Evangelical Lutheran Church in America (ELCA) Lutheran Congregations in North Carolina. The NC Synod has 9 agencies that it supports. 'Reformers reading Romans' is a new daily bible study that the Synod is doing this year, you can find this on the ELCA Lutheran website, under resources. Reformers Reading Romans is a Bible Study provided by Churchwide, which means ALL ELCA Lutheran Congregations in the United States and Bahamas. North Carolina is its own synod. Alecia talked about succession planning, diversification, identifying and, encouraging leadership amongst your congregation to serve in our congregation, in the NC Synod and even Churchwide, (local, state and national). AMMPARO- Accompanying Migrant Minors with Protection, Advocacy, Representation and Opportunities, is a churchwide focal program that works with migrant youth. Alecia said that historically LOL provided 10% of offerings used to go to a designated non-profit, and 5% went to Synod. Currently, Synod needs money. Social Concerns sends 10% to Synod for benevolence. Last year, \$5K went to Synod, including Social Concerns and other LOL giving.

Mary pointed out that when we were a new church, the Synod provided financial support very generously and longer than they had to for LOL successful establishment. Synod is still supporting

Joy of Discovery church, helping development of this church get on their feet. Pastor pointed out that he feels that directing interested folks to existing congregations may be a better use of funds than toward funding at-risk development of new churches. Discussion continued amongst Council. Mary pointed out that we are part and parcel of the Lutheran faith, and we need to work together. Mary and Shannon suggested we look at budget for next year, and consider this next month. Don suggested the entire Council review the ELCA website for ways congregations can help at-risk congregations, specifically investigation how we can help Joy of Discovery. Alecia stated that Pastor Tim Poston, Joy of Discovery, asked for our prayers.

Mutual Ministry Committee—Alecia pointed out that there are some times when the phone is not covered. Council and others need to know these schedules. Alecia suggested mutual ministry committee, which would support communication between staff and Council better. This committee provides better communication between staff positions, (Pastor, Minister of Music and Church Secretary) and the Congregation. The Mutual Ministry Committee supports all the staff positions, provide an annual evaluation of their work, and allows issues from the congregation to be resolved in a neutral positive manner. Description of this committee is in bylaws. Pastor estimated about 20 percent of attendees are visitors in the summer; he described a conversation that indicated many visitors may wonder why member attendance is low. Pastor had a conversation with Pastor Smith that we could be considered an “at-risk” congregation because of our benevolence. The existing congregation needs to reach out to visitors to grow the congregation so we can be ready in 10 years when Pastor may retire. This may be especially relevant if the congregation might have only as an option a full-time minister, that could really be taxing for the finances.

Computer Issues—Wade brought up concern that now that Laura has her new computer, what are we doing to ensure backups of our data. Don suggested that we let Laura, David Stamp, and Gray Anthony get the “flow” going before we get involved with this. We will discuss this in another few months.

Ushers—See attached Memo. Cecilia Flickinger at the behest of Mary Cook undertook to organize the ushers. Discussion that this continues to be an issue with the Congregation. Shannon suggested that the Leadership should be present and available to greet folks for the congregation, in addition or to back up existing ushers. Mary made a motion that Council members who are listed as counters for the month serve as “back-up” ushers and come early, 2nd by Shannon, all were in favor. Motion passed. Ushers and back up ushers should be there by 9:45 am.

Nominating Committee—We need to form a committee to call council members for next year, Lindsay, Patrick, and Carolyn are going off this year. Mary and others put together the nominating committee, to include Lindsay, Carolyn, Karen, Patrick, Don, and Pastor.

Council Report—Paula said congregation is asking why we don’t have a Council report, and asked that we get a report from Council for the newsletter. She indicated that the Congregation feels like they would like more transparency. Lindsay agreed to send meeting minutes to Paula, and they work on writing report like an article.

Able to Serve- Mary said Carlton is switching to using the food bank, which will require two trips per week. The mid-day rotary club has not been able to help do this. Mary asked if she could ask

for help from congregation to pick up food to assist Carlton. They would need a covered pick-up or could drive the bus. It will require doing an orientation at the Food Bank. Everyone was in agreement.

Website- Karen described that Don developed a SOP for website support. Don spoke about need for succession planning for web updates. Mary suggested we provide Karen suggested doing that doing the ministry fair in October.

Girl Scouts—Pastor reported that the Girl Scouts will be here August-July 2018 Thursdays 6:30-8:30, and 1st and 3rd Mondays.

Motion to adjourn by Mary, seconded by Patrick. Meeting adjourned at 1:14 p.m.

Respectfully submitted, Lindsay Crocker

Worship & Music Work/Study Group
12 June 2017

The Worship & Music Work/Study Group held a meeting at 7:00 p.m. in the church library on June 12, 2017.

Brad opened the meeting with prayer.

The minutes of the April 24 meeting were approved.

- Altar Guild Report. Carol reported that the candles, lectern, etc., continue to be moved around and not replaced during and after the Voz de Dios services. Pastor Wayne will be asked to once again remind them that this must be done. Carol plans a meeting to repair banners in the near future. Mary praised Brad for his 40th Anniversary Banner and said that it ought to be dedicated during a service. Carol mentioned that she had acknowledged his contribution in her article for the July issue. Temperature in the sanctuary was discussed and the group decided to ask the Property Committee if it would be possible to get a programmed thermostat to avoid all the ups and downs -- and the problem of walking out without checking and readjusting, etc.

- Ushers and Worship Volunteers. Mary reported that the Council discussed a concern about the blank sign-up sheets and some members felt it reflected poorly on Lord of Life. Worship & Music was directed to come up with a positive bulletin insert and newsletter article to encourage better participation. She had developed a "Time Talent Treasure" article/insert and the group discussed it for some time. It was decided that Laura would be given the material and asked to include it in the bulletin and it would also be in the July newsletter. Laura will also be asked again to list only the servers who have signed up in the bulletin and not include the blank lines.

The group then focused on finding a coordinator for recruiting ushers. Mary said she had asked both Dan Hayes and Helen Reaves. Dan may still be willing to take on the task, depending on his work/location but Helen will not, due to health reasons. Mary will ask Gray Anthony, Terry Barnes, Joyce Havenstein and Cecelia Flickinger to see if one of them will agree to develop a roster and schedule of ushers.

- Upcoming Dates: Josh Kestner's Ordination is June 24. Dave Hash and Tim Clark will be available as ushers in case the Kestner's haven't selected any. They pretty much have everything under control, i.e., acolyte and crucifer, communion assistants., etc.

- Miscellaneous. The full choir will have practice June 21 and 25 and then break for the month of July. Choir will participate in the Ordination on June 24.

- Hymns for August. Brad volunteered.

Next meeting: Monday, 24 July at 7:00 p.m.

Cares and Concerns: Maddie Cook, Don Wallace's sister, Clyde's oldest brother.

There being no further business Brad closed the meeting with prayer and we adjourned.

Worship & Music Work/Study Group

Present:

Brad Hunnicutt, chair

Mary Cook

Paula Pickler

Carol Wallace

Absent:

Pastor Wayne Dubnansky (excused, Rotary convention)

Patrick Niemann (excused, vacation)

Wade Jensen, council representative

Worship & Music Work/Study Group
Council Report --August 6

The Worship & Music Work/Study Group held a meeting at 7:00 p.m. in the church library on July 24, 2017.

Pastor Wayne opened the meeting with prayer.

The minutes of the June 12 meeting were approved.

- Altar Guild Report. Carol reported that the workshop to repair banners went well and all banners are now in good shape. The choir room was also tidied. Cecelia Flickinger took all the choir robes home to launder. Carol said she would not be present for Reformation Sunday since her grandson is getting married.

Brad reported that he has arranged to have a strings group to play and Pastor suggested that he also contact the Savolainen's granddaughter to participate. She played during the Christmas Eve services.

Pastor also suggested asking the band from the Hispanic church to participate some Sunday. Brad said that perhaps they could play on All Saints.

- Ushers and Worship Volunteers. Mary shared a detailed report Cecelia has sent to the Council. She has been working with Tim and others and feels that a structured approach may not be best since no one wants to sign up or make a long term commitment. She suggested that someone should make sure that each Sunday is covered.

She also suggested that we target the problem services and make sure these are covered. With that in mind, the group listed the following times that it is imperative that we have ushers:

Christmas Eve, two services -- 5:30 and 10:30 p.m.

Easter, 10:30 a.m.

Ash Wednesday - 7:00 p.m.,.

Maundy Thursday -- 7:00 p.m.

Good Friday -- 7:00 p.m.

Cecelia will be asked to make sure these spots are filled.

- Rally Day/Outdoor Service--September 10. It might be a good idea if we could combine a few functions into one to, possibly, draw a larger crowd. Since the Men's Group usually has the Church Picnic in the fall, the group felt it might be a good idea to hold the picnic on Rally Day, have the campers present a little outline of their experiences during the Outdoor Service and then have games and the picnic. Pastor and Brad will speak to the Men's Group on August 11.

- Hymns for August. Brad; September hymns, Mary.

Next meeting: Monday, 28 August at 7:00 p.m.

Cares and Concerns: Maddie Cook, The Hash family; Corrine, Clyde's oldest brother.

There being no further business Pastor closed the meeting with prayer and we adjourned.

Worship & Music Work/Study Group

Present:

Brad Hunnicutt, chair

Mary Cook

Pastor Wayne Dubnansky

Paula Pickler

Carol Wallace

Absent:

Patrick Niemann

Wade Jensen, council representative

Post-meeting clarification from Cecelia Flickenger via email: described what's currently happening and that is that "the men" on their own fill in as needed...I agreed to organize a rotational list of ushers but the men are not willing.

I'm NOT the one to contact them for coverage. One of the men is best suited for that since they have their own system. 3 women trained 2 usher: me, Linda Garoutte and Julie. We can step in when the need arises.

Lord of Life Operating Statement

6 June-17

General Fund		June-17			Year to Date		
Acct	Description	Actual	Budget	Over(Under)	Actual	Budget	Over(Under)
7400	Christian Education						
7410	Sunday School Materials	0.00	41.67	(41.67)	0.00	250.02	(250.02)
7420	Vacation Bible School	0.00	20.83	(20.83)	0.00	124.98	(124.98)
7430	Confirmation	0.00	20.83	(20.83)	0.00	124.98	(124.98)
7440	Seminarian Books	0.00	41.67	(41.67)	168.35	250.02	(81.67)
7500	Outreach/Evangelism						
7510	Parish Committee	0.00	54.17	(54.17)	399.15	325.02	74.13
7520	Community Celebrations	0.00	62.50	(62.50)	0.00	375.00	(375.00)
7540	Lutheran Magazine	0.00	54.17	(54.17)	830.51	325.02	505.49
7550	Hospitality Task Force	0.00	20.83	(20.83)	0.00	124.98	(124.98)
7560	WELCA	0.00	12.50	(12.50)	0.00	75.00	(75.00)
7570	Web Site	0.00	27.08	(27.08)	0.00	162.48	(162.48)
7580	Pastor's Discretionary Fund	0.00	0.00	0.00	0.00	0.00	0.00
7600	Social and Service Ministry						
	See Restricted Fund Detail						
7700	Church Administration						
7710	Office Supplies	147.99	95.83	52.16	412.58	574.98	(162.40)
7715	Copier Expenses	122.27	214.33	(92.06)	1,485.19	1,285.98	199.21
7720	Postage incl'g Newsletter	98.00	25.00	73.00	196.00	150.00	46.00
7730	Synod Assembly & Delegates	0.00	41.67	(41.67)	0.00	250.02	(250.02)
7740	Telephone	115.79	108.33	7.46	654.35	649.98	4.37
7750	Office Administrator	841.50	858.00	(16.50)	4,724.50	5,148.00	(423.50)
7760	Payroll Taxes	188.39	190.50	(2.11)	1,113.09	1,143.00	(29.91)
7765	Workers' Comp Insurance	0.00	66.67	(66.67)	514.00	400.02	113.98
7780	Leadership Retreat	0.00	20.83	(20.83)	0.00	124.98	(124.98)
7790	Bank Service Charges	0.00	0.00	0.00	0.00	0.00	0.00
7795	Miscellaneous	1,734.50	5.92	1,728.58	2,392.23	35.52	2,356.71
7800	Property Maintenance						
	Utilities						
7810	Electric	758.11	1,141.67	(383.56)	5,349.94	6,850.02	(1,500.08)
7820	Cleaning	600.00	354.17	245.83	1,800.00	2,125.02	(325.02)
7830	Property Insurance	0.00	471.50	(471.50)	(261.00)	2,829.00	(3,090.00)
7840	Supplies/Repair	652.25	441.67	210.58	7,578.50	2,650.02	4,928.48
7845	Equipment Purchases	0.00	658.33	(658.33)	1,749.13	3,949.98	(2,200.85)
7850	Garbage Collection	105.95	80.00	25.95	485.70	480.00	5.70
7860	Fire & Security System	0.00	26.92	(26.92)	0.00	161.52	(161.52)
7870	Water	52.58	60.00	(7.42)	412.82	360.00	52.82
7880	Pest Control	0.00	89.00	(89.00)#	556.00	534.00	22.00
7890	Vehicle - Bus	547.00	108.33	438.67 ##	2,382.46	649.98	1,732.48
7900	Debt Repayment						
7910	Interest Payments	923.05	923.05	0.00	5,658.30	5,658.30	0.00
2900	Principal Payments	2,565.77	2,565.95	(0.18)	15,274.62	15,275.32	(0.70)
	Total Expenses	14,735.19	14,886.16	(150.97)	88,348.56	89,316.58	(968.02)
	Budget Surplus (Deficit)	(957.36)	0.00	(957.36)	5,238.77	0.38	5,238.39
	Operating Surplus (Deficit)	1,608.41	2,565.95	(957.54)	20,513.39	15,275.70	5,237.69

Lord of Life Balance Sheet

6 June-17

General Fund

Acct	Description	Beginning	Incr	Decr	Ending	Comments
1001	KS Bank Checking Account	84,146.70	14,800.83	31,630.45	67,317.08	Reconciled
1002	KS Bank Savings Account	3,652.83	0.00	0.00	3,652.83	
1100	Certificates of Deposit	50,607.54	0.00	0.00	50,607.54	
1200	Sales Tax Refund Receivable	0.00			0.00	
1500	Building & Land	550,076.21			550,076.21	
Total Assets		688,483.28	14,800.83	31,630.45	671,653.66	

	Beginning	Decr	Incr	Ending		
2101	Federal Income Tax Withheld	938.92	0.00	2.00	940.92	
2102	State Income Tax Withheld	287.20	0.00	15.84	303.04	
2103	FICA Withheld (6.2%)	114.15	14.00	0.00	100.15	
2104	Medicare Withheld (1.45%)	0.00	0.00	0.00	0.00	
2299	Other Liabilities	2,000.00	0.00	0.00	2,000.00	Able to Serve Security Dep
2900	Mortgage Due	292,298.73	2,565.77	0.00	289,732.96	
Total Liabilities		295,639.00	2,579.77	17.84	293,077.07	

Fund Balances

3101	General Fund	351,609.15	0.00	1,608.41	353,217.56
DF00	Designated Funds	41,235.13	16,899.10	1,023.00	25,359.03
3102					0.00
3103					0.00
Total Fund Balances		392,844.28	16,899.10	2,631.41	378,576.59
Total Liabilities & Fund Bal's		688,483.28	19,478.87	2,649.25	671,653.66

Supplementary Schedule

	Beg Bal	Paid	Receipts	End Bal	
DF00 Designated Funds					
DF01	Synod Benevolence	0.50	0.00	180.00	180.50
DF02	World Hunger	252.75	0.00	0.00	252.75
DF03	ELCA Disaster	0.00	0.00	0.00	0.00
DF04	Vision for Mission	0.00	0.00	0.00	0.00
DF05	Keeping the Promise	0.00	0.00	0.00	0.00
DF10	Love Garden	3,016.99	0.00	15.00	3,031.99
DF11	Memorial Fund	14,462.27	0.00	0.00	14,462.27
DF12	Special Needs Fund	1,174.60	0.00	0.00	1,174.60
DF13	Bus and Bus Maintenance	(0.00)	0.00	0.00	(0.00)
DF14	LOLLY	771.77	0.00	0.00	771.77
DF15	Pastor's Discretionary Fund	76.16	0.00	0.00	76.16
DF16	Building Fund	1,747.93	0.00	0.00	1,747.93
DF17	Building Repair Reserve	3,304.79	0.00	0.00	3,304.79
DF18	Choir Robes	0.00	0.00	0.00	0.00
DF19	Staff Gifts	(5.00)	0.00	0.00	(5.00)
DF20	Endowment Fund	0.00	0.00	0.00	0.00
DF21	Social Concerns - General	0.00	0.00	0.00	0.00
DF23	Lutheran Services Carolinas	0.00	0.00	0.00	0.00
DF24	Campership	0.00	0.00	0.00	0.00
DF26	Men of LOL	0.00	0.00	0.00	0.00
DF27	Other Outreach	14.00	0.00	0.00	14.00
DF28	YAGM Fund	0.00	0.00	318.00	318.00
DF31	Garner Area Ministries	29.27	0.00	0.00	29.27
DF32	Relay4Life	0.00	0.00	0.00	0.00
DF33	Christian Vet Mission	0.00	0.00	0.00	0.00
DF34	Infrastructure	16,389.10	16,899.10	510.00	0.00
DF38	Emergency Fund	0.00	0.00	0.00	0.00
Total Designated Funds		41,235.13	16,899.10	1,023.00	25,359.03