

**7:00 pm, July 2023 Council Meeting**

<https://us02web.zoom.us/j/81532306412>

Meeting ID: 815 3230 6412

- 1) Call to Order, 7:01 PM.
- 2) Attendance – establish quorum
  - a) Council members present: Rebecca Field, Val Velde, Erik Storlie, Linda Hanson, Bill Metzger, Linda Werner, Nancy Brown, Kris Olsen, Judy Kaufmann
  - b) Council member absent:
  - c) Staff present: Marty Wyatt, Tori Kraus, Laurel Hofeldt, Dave Booms, Rebecca Bedner
  - d) Staff absent: Lauren Wrightsman
- 3) Approval of current agenda. Motion, Bill Metzger. 2nd, Val Velde. Approved.
- 4) Approval of prior month's minutes. Motion, Val Velde. 2nd, Linda Hanson. Approved.
- 5) Organ Task Force Update - Erik Storlie/Rebecca Bedner. Page 3-4.
  - a) Motion to approve the following wording for vote at annual meeting. Motion, Bill Metzger. 2nd Val Velde. Approved.

“Motion for RLC to move forward with the Pipe Organ Project by signing a contract with J.F. Nordlie Pipe Organ Company to take into possession, refurbish, and install the Holtkamp #1762 organ. The total project cost, including advertising and fundraising, is not to exceed \$850,000. The contract can only be signed after \$500,000 of donations for the project has been committed.”
- 6) Monthly staff report:
  - a) Finance - Laurel Hofeldt. Pages 5-19. Includes 2023-24 proposed budget.
    - Motion: “Motion to approve the budget as written.” Motion, Bill Metzger. 2nd, Kris Olsen. Approved.
  - b) Associate Pastor – Marty Wyatt. Page 20.
  - c) Pastor of Youth and Young Adult Engagement - Tori Remer. Page 21.
  - d) Church Administrator – David Booms. Page 22-23.
  - e) Development – Rebecca Bedner. Page 24.
    - Discussion regarding cash and in-kind donation calendar for the coming year. More discussion needed outside of Council prior to approving.
- 7) Committee liaison reports
  - a) Mission & Outreach – Kris Olsen. Page 25.
  - b) Endowment – Bill Metzger. Page 26.

- c) Children's – Judy Kaufmann (Task Force beginning, no report at this time)
- d) Youth & Family – Nancy Brown. See Pastor Tori's report.
- e) Adult Ed – Linda Werner. No report submitted this month.
- f) Community Engagement – Linda Hanson. No report this month.
- g) Nominating – Erik Storlie. Pages 27-28.
  - Motion to elect Pam McCullough to Council to replace vacant position (Judy Kaufmann) effective September 1. Motion, Erik Storlie. 2nd, Val Velde.
- h) Finance - Val Velde. Page 29.
- 8) New Business.** None.
- 9) Upcoming dates**
  - a) Music on the Blacktop - Thursday, August 3 6 - 8 pm
  - b) August Council Meeting - Thursday, August 24th - in person in the Worship Center at 7:00 p.m.
  - c) Annual Congregation Meeting - Sunday, August 27th 10 am
- 10) Headlines – Recap key communications messages for next 30 days.**
  - a) Annual Meeting with votes on installing the Holtkamp #1762 organ, becoming Reconciling in Christ congregation, and Lay Leadership.
- 11) Adjournment.** Motion, Linda Werner, 2nd Kris Olsen. Approved.
- 12) Closing prayer,** Pastor Marty.

## **Update From the Organ Task Force - July 19, 2023**

### **1. Bids**

The Organ Task Force met Tuesday afternoon (7/18/2023) to discuss the remaining 2 bids under consideration to uninstall the Holtkamp #1762 pipe organ from St. Luke's in June 2024, refurbish it to like-new condition and install it at RLC. Each bid met the criteria not to exceed \$850,000 and final pricing was extremely close. The bids differed in the number of proposed ranks, the vision of the final tonal concept, console functionality, the possible use of some existing RLC pipes, etc.

The Organ Task Force unanimously voted to recommend J.F. Nordlie Pipe Organ Company of Sioux Falls, SD as the builder of choice for RLC's organ project. The Task Force appreciated the creative and artistic proposal from Nordlie. The company has done their homework on the Holtkamp in Birmingham and RLC's current organ. They have been responsive to our ideas and requests, have offered cost saving suggestions (including RLC involvement), and Nordlie can provide on-going maintenance and tuning since they are based in Sioux Falls. Their proposed rebuilt organ will give our organists more options and flexibility, and will include some pipes from our existing organ.

The Task Force is confident the proposed stop list, layout, and initial conversations about design, console, and tonal concept will result in a beautiful, unique new instrument for RLC and the Twin Cities region.

### **2. Suggested Annual Meeting Vote Language for Council / Organ Task Force to Finalize Together**

Motion to accept the RLC Council approved recommendation from the Organ Task Force to:

- Acquire the Holtkamp #1762 pipe organ being gifted to RLC from St Luke's Episcopal Church, Birmingham, Alabama; and
- Contract with J.F. Nordlie Pipe Organ Company of Sioux Falls, SD to uninstall the Holtkamp #1762 from St. Luke's in June 2024, refurbish it to like-new condition and install it at RLC for a cost not to exceed \$850,000 funded by congregational donation; and
- Enter into a contract with J.F. Nordlie Pipe Organ Company for this work when \$500,000 has been pledged to the project.

### **3. Organ Task Force Event Calendar as Requested by Council**

- Sundays between worship services from 7/23 to 8/20 the Organ Task Force will be available at a table in the Commons to answer questions, make Intent to Give forms available, etc.
- Prominent fundraising goal charts will be updated weekly and displayed in the Commons and in the lobby by the church office starting Sunday 7/23.
- Brief announcements or videos related to the organ each Sunday at both services. The video from the Task Force Birmingham visit showcasing the Holtkamp organ to be used Sunday 7/23.
- The Organ Task Force to provide an article for the Sunday bulletin and Thursday eBlast each week until the Annual Meeting.
- The Organ Task Force to provide a submission for the Annual Report outlining project background, research, opportunity and call to action.
- Organ project facts and upcoming event dates to be included in the constitutionally required congregation-wide mailing at the end of the week, along with information on all other annual meeting business.

- ***Community Hymn Sing, Wednesday August 9.*** RLC, local churches and neighboring community invited for an hour of singing with John at the organ. John to choose some well-known hymns, provide some commentary on them and allow hymn requests. There would be a brief “commercial” about the organ project and John would demo the rank that only has 1 working key. Ice cream sundaes and social time in the Commons to follow.
- ***Congregational Information Session, Wednesday August 16.*** A brief presentation about the organ project for the entire congregation, including a demo by John of the issues, update on cost/funding and Q&A. Refreshments, social time and Q&A in the Commons to follow.
- Active fundraising to begin once we have the updated Intent to Give form (hardcopy and online) approved and ready (no later than Sunday 7/23). This may include 1:1 phone calls, visits, and letters/emails to potential donors.
- Meet the Organ Builder session – September date TBD
- Chance for people to play the organ – Fall date TBD
- Adult Education Session, Sunday September 24, 2023
- Adult Education Session, Sunday March 3, 2024

**Director of Finance and Data**

7/19/2023

Prepared by: Laurel Hofeldt

Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns.

- June 2023 Month-End/Fiscal Year-End Financial Summary, Statement of Financial Position, and Restricted Fund Summary are attached:
  - Total Receipts YTD are \$275,209 below budget
  - Total Expenses YTD are \$175,676 below budget, meaning that we are \$99,533 below our expected budget position at the end of the fiscal year
  - \$100,000 was budgeted in 2022-2023 for Employee Retention Credits to be received. Because the IRS has a backlog in issuing these ERC's they were not received by the end of the fiscal year but are expected to be received in the 2023-2024 fiscal year. We expect to receive additional ERC's of at least \$35,000 in 2023-2024.
  - The Operating Fund is borrowing \$27,372 and the Preschool/Childcare is borrowing \$56,285 from Restricted Funds.
- The proposed 2023-2024 Operating Budget has been finalized by staff and exec and approved by the Finance Committee. It is being presented to Council for approval at this meeting
- The proposed 2023-2024 Preschool/Child Care Budget is finalized and is being presented to Council for approval at this meeting.

Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove?

- Budget 101 Q&A will be held over Zoom on August 15<sup>th</sup> for those who wish to hear details and ask questions about the proposed 2023-2024 budget prior to the annual meeting.
- The 2023-2024 Budget will be presented to the congregation at the annual meeting on August 27<sup>th</sup>.

Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might Council provide to help support their efforts at this time?

- Vote to approve proposed 2023-2024 Operating Budget and Preschool/Child Care Budget prior to the annual meeting.

**Roseville Lutheran Church**  
**June 2023 Month-End Financial Summary**

Church Operations 2022-2023							Prior Year Comparison	
	Jun <u>Actual</u>	Jun <u>Budget</u>	Jun <u>Variance</u>	YTD <u>Actual</u>	YTD <u>Budget</u>	YTD Variance to Budget	2021-2022 YTD <u>Actual</u>	Current YTD Comparison to Prior YTD Actual
Offering	75,046	101,461	-26,415	1,281,313	1,483,750	-202,437	1,185,475	95,839
Other receipts	23,953	58,638	-34,684	136,478	209,250	-72,772	430,619	-294,142
<b>Total Receipts</b>	98,999	160,098	-61,099	1,417,791	1,693,000	-275,209	1,616,094	-198,303
Compensation & Staff	91,940	97,910	-5,970	1,073,696	1,158,167	-84,471	1,149,137	-75,441
Program Ministries	3,458	13,642	-10,184	125,949	198,893	-72,944	146,641	-20,692
Business Management	11,302	11,271	31	133,299	148,510	-15,211	131,048	2,251
Property & Building	7,370	9,193	-1,823	184,379	187,430	-3,051	207,108	-22,729
<b>Total Expenses</b>	114,070	132,017	-17,946	1,517,324	1,693,000	-175,676	1,633,935	-116,611
<b>Net</b>	-15,071	28,082	-43,153	<b>-99,533</b>	0	-99,533	-17,841	

Number of Givers 2022-2023			Prior Year	
	YTD through Jun		2021-22 YTD Thru Jun	
	# Givers	Avg Giving	# Givers	Avg Giving
General Fund	590	\$ 2,501	572	\$ 2,591
<b>Total All Funds</b>	693	\$ 2,551	679	\$ 2,434

**Fund Balances:**

<b>Available Cash &amp; Short-Term Investments</b>	370,615
<b>Designated/Restricted/Special Activities Fund</b>	455,037
<b>Preschool/Child Care Fund</b>	(56,285)
<b>Operating Fund</b>	(28,136)

**Endowment Fund**

Cash	6,471
<u>Investments</u>	614,030
<b>Total</b>	<b>620,501</b>

Statement of Financial Position for Period 12 - June  
Company#: 1 Name: Roseville Lutheran Church  
Fiscal Year Beginning 7/1/2022

<u>Account</u>	<u>0 CURRENT</u> <u>OPERATING FUND</u>	<u>1</u> <u>RESTRICTED/DESIGN</u> <u>ATED/SPECIAL</u>	<u>20</u> <u>PRESCHOOL/CHILDC</u> <u>ARE FUND</u>	<u>100 ENDOWMENT</u> <u>FUND</u>	<u>Total all Fund Name</u>
<b>ASSETS</b>					
<b>CASH ASSETS</b>					
10100 Checking	(\$27,372.47)	\$264,664.89	(\$56,285.42)	\$0.00	\$181,007.00
10150 Samaritan Checking	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00
10200 Petty Cash	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
10300 Endowment Fund Checking	\$0.00	\$0.00	\$0.00	\$6,471.00	\$6,471.00
10400 Money Market	\$0.00	\$10,715.51	\$0.00	\$0.00	\$10,715.51
10410 Investment Fund - Kitchen	\$0.00	\$23,895.85	\$0.00	\$0.00	\$23,895.85
10412 Vanguard Balanced Index Fund Adm VBIAX	\$0.00	\$0.00	\$0.00	\$614,030.03	\$614,030.03
10420 Franklin US Gov	\$0.00	\$155,260.91	\$0.00	\$0.00	\$155,260.91
10600 Payroll Checking Account	(\$1,264.00)	\$0.00	\$0.00	\$0.00	(\$1,264.00)
<b>TOTAL CASH ASSETS</b>	<b>(\$28,136.47)</b>	<b>\$455,037.16</b>	<b>(\$56,285.42)</b>	<b>\$620,501.03</b>	<b>\$991,116.30</b>
<b>FIXED ASSETS</b>					
13100 Church Buildings	\$16,935,786.00	\$0.00	\$0.00	\$0.00	\$16,935,786.00
13200 Land	\$2,471,000.00	\$0.00	\$0.00	\$0.00	\$2,471,000.00
13400 Furnishings/Contents	\$2,637,345.00	\$0.00	\$0.00	\$0.00	\$2,637,345.00
13500 CC House - 1200 Ryan	\$0.00	\$0.00	\$341,556.00	\$0.00	\$341,556.00
<b>TOTAL FIXED ASSETS</b>	<b>\$22,044,131.00</b>	<b>\$0.00</b>	<b>\$341,556.00</b>	<b>\$0.00</b>	<b>\$22,385,687.00</b>
<b>ACCOUNTS RECEIVABLE</b>					
14010 Loans to Employees	\$929.86	\$0.00	\$0.00	\$0.00	\$929.86
<b>TOTAL ACCOUNTS RECEIVABLE</b>	<b>\$929.86</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$929.86</b>
<b>TOTAL ASSETS</b>	<b>\$22,016,924.39</b>	<b>\$455,037.16</b>	<b>\$285,270.58</b>	<b>\$620,501.03</b>	<b>\$23,377,733.16</b>

**LIAB. & FUND BALANCE**

**LIABILITIES**

**DUE TO/FROM**

20010 Due to/from Operating to Restricted	\$27,372.47	(\$27,372.47)	\$0.00	\$0.00	\$0.00
20020 Due to/from Preschool/Child Care	\$0.00	(\$56,285.42)	\$56,285.42	\$0.00	\$0.00
<b>TOTAL DUE TO/FROM</b>	<b>\$27,372.47</b>	<b>(\$83,657.89)</b>	<b>\$56,285.42</b>	<b>\$0.00</b>	<b>\$0.00</b>

#### LOANS

20110 CEE Loan #728	\$3,749.83	\$0.00	\$0.00	\$0.00	\$3,749.83
20120 CEE Loan #800	\$6,248.49	\$0.00	\$0.00	\$0.00	\$6,248.49
<b>TOTAL LOANS</b>	<b>\$9,998.32</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$9,998.32</b>

#### PAYROLL LIABILITIES

<b>TOTAL PAYROLL LIABILITIES</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
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<b>TOTAL LIABILITIES</b>	<b>\$37,370.79</b>	<b>(\$83,657.89)</b>	<b>\$56,285.42</b>	<b>\$0.00</b>	<b>\$9,998.32</b>
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30010 Current Operating Fund Balance	\$21,979,553.60	\$0.00	\$0.00	\$0.00	\$21,979,553.60
30100 Loan for Gen Fund & PS/CC	\$0.00	\$83,657.89	\$0.00	\$0.00	\$83,657.89
30113 Building Fund (Gifts after 6-30-05)	\$0.00	\$16,402.41	\$0.00	\$0.00	\$16,402.41
30505 Children's Ministry Gifts	\$0.00	\$38,545.04	\$0.00	\$0.00	\$38,545.04
30530 Library Fund	\$0.00	\$508.81	\$0.00	\$0.00	\$508.81
30560 Bible Fund	\$0.00	\$586.14	\$0.00	\$0.00	\$586.14
31000 CC/PS Fund Balance	\$0.00	\$0.00	\$228,985.16	(\$269,296.85)	(\$40,311.69)
31120 Brass Fund	\$0.00	\$330.00	\$0.00	\$0.00	\$330.00
31130 Jazz Band	\$0.00	\$3,655.18	\$0.00	\$0.00	\$3,655.18
31150 Music Ministry	\$0.00	\$1,619.05	\$0.00	\$0.00	\$1,619.05
31155 Piano/Organ Fund	\$0.00	\$136,281.21	\$0.00	\$0.00	\$136,281.21
31200 Children's Choir	\$0.00	\$645.00	\$0.00	\$0.00	\$645.00
31230 Vets Worship Services	\$0.00	\$3,465.03	\$0.00	\$0.00	\$3,465.03
31520 Memorials	\$0.00	\$9,391.80	\$0.00	\$0.00	\$9,391.80
32501 Communications	\$0.00	\$800.00	\$0.00	\$0.00	\$800.00
32510 Quilters	\$0.00	\$7,337.93	\$0.00	\$0.00	\$7,337.93
32530 Prayer Team	\$0.00	\$2,177.79	\$0.00	\$0.00	\$2,177.79
32538 Prayer Shawls	\$0.00	\$1,042.04	\$0.00	\$0.00	\$1,042.04
32540 Parish Nurse Ministry	\$0.00	\$1,628.99	\$0.00	\$0.00	\$1,628.99
32545 Care Team Ministry	\$0.00	\$2,138.02	\$0.00	\$0.00	\$2,138.02
32600 Design Committee	\$0.00	\$3.62	\$0.00	\$0.00	\$3.62
32620 Festival for Change	\$0.00	\$5,175.00	\$0.00	\$0.00	\$5,175.00
33125 Mission & Outreach Restricted	\$0.00	\$10,763.96	\$0.00	\$0.00	\$10,763.96
33130 Loaves & Fishes	\$0.00	\$3,783.46	\$0.00	\$0.00	\$3,783.46



33150 World Hunger	\$0.00	\$855.00	\$0.00	\$0.00	\$855.00
33170 Foodshelf	\$0.00	\$4,652.37	\$0.00	\$0.00	\$4,652.37
33171 Feed My Starving Children	\$0.00	\$4,523.09	\$0.00	\$0.00	\$4,523.09
33172 Project Home	\$0.00	\$550.00	\$0.00	\$0.00	\$550.00
33190 Good Samaritan Fund	\$0.00	\$3,592.96	\$0.00	\$0.00	\$3,592.96
33198 Slovakia School	\$0.00	\$3,873.99	\$0.00	\$0.00	\$3,873.99
33205 M & O Discretionary	\$0.00	\$120.00	\$0.00	\$0.00	\$120.00
33235 Tanzania Mission	\$0.00	\$4,853.19	\$0.00	\$0.00	\$4,853.19
34110 Camp Scholarships	\$0.00	\$26,263.75	\$0.00	\$0.00	\$26,263.75
34111 First-time Camper Scholarships	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00
34115 Youth Fundraising	\$0.00	\$5,266.46	\$0.00	\$0.00	\$5,266.46
34195 Senior High Leadership Team	\$0.00	\$4,100.00	\$0.00	\$0.00	\$4,100.00
34210 Youth Ministry Memorial	\$0.00	\$3,060.00	\$0.00	\$0.00	\$3,060.00
34250 Young Adult Ministry	\$0.00	\$1,299.18	\$0.00	\$0.00	\$1,299.18
36100 RLC Endowment Fund	\$0.00	\$110.00	\$0.00	\$0.00	\$110.00
36600 Special Designation	\$0.00	\$1,733.41	\$0.00	\$0.00	\$1,733.41
37280 Estate Gifts	\$0.00	\$54,022.49	\$0.00	\$0.00	\$54,022.49
38132 Summer Programming	\$0.00	\$3,152.00	\$0.00	\$0.00	\$3,152.00
38550 Site Beautification	\$0.00	\$3,042.44	\$0.00	\$0.00	\$3,042.44
38580 CEE Loan #728	\$0.00	(\$5,416.51)	\$0.00	\$0.00	(\$5,416.51)
38581 CEE Loan #800	\$0.00	(\$6,248.49)	\$0.00	\$0.00	(\$6,248.49)
38590 Insurance Claim Sprinkler System	\$0.00	\$23,810.56	\$0.00	\$0.00	\$23,810.56
38716 CD Praise and Worship Band	\$0.00	(\$1,450.00)	\$0.00	\$0.00	(\$1,450.00)
38777 Life Ministry Events	\$0.00	\$337.00	\$0.00	\$0.00	\$337.00
38795 Kitchen/Food Coordinator Fund	\$0.00	\$25,035.19	\$0.00	\$0.00	\$25,035.19
39000 Permanent Fund	\$0.00	\$0.00	\$0.00	\$889,797.88	\$889,797.88
39010 Youth Fund	\$0.00	\$11,479.66	\$0.00	\$0.00	\$11,479.66
39015 HS Fall Retreat	\$0.00	\$610.72	\$0.00	\$0.00	\$610.72
39019 7th Grade Retreat	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00
39020 HS General	\$0.00	\$4,478.39	\$0.00	\$0.00	\$4,478.39
39035 BWCA	\$0.00	\$1,370.00	\$0.00	\$0.00	\$1,370.00
39045 HS Summer Mission Trip	\$0.00	\$120.00	\$0.00	\$0.00	\$120.00
39070 HS Winter Event	\$0.00	\$539.46	\$0.00	\$0.00	\$539.46
39140 MS Lock In	\$0.00	\$897.04	\$0.00	\$0.00	\$897.04
39920 Staff Continuing Ed	\$0.00	\$46.44	\$0.00	\$0.00	\$46.44
39930 Senior Pastor Continuing Ed	\$0.00	\$687.19	\$0.00	\$0.00	\$687.19
39931 Assoc Pastor Cont. Ed	\$0.00	\$1,405.00	\$0.00	\$0.00	\$1,405.00
39932 Deacon Continuing Ed	\$0.00	\$1,100.00	\$0.00	\$0.00	\$1,100.00
39935 EF Grants	\$0.00	\$11,884.70	\$0.00	\$0.00	\$11,884.70
<b>TOTAL LIAB. &amp; FUND BALANCE</b>	<b>\$22,016,924.39</b>	<b>\$455,037.16</b>	<b>\$285,270.58</b>	<b>\$620,501.03</b>	<b>\$23,377,733.16</b>



	<u>Beg. Balance</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Ending Balance</u>
<b>RESTRICTED BY DONOR</b>				
<b>WORSHIP &amp; MUSIC</b>				
Bell Choir	\$0.00	\$0.00	\$0.00	\$0.00
Brass Fund	\$330.00	\$0.00	\$0.00	\$330.00
Jazz Band	\$2,590.18	\$1,065.00	\$0.00	\$3,655.18
Music Ministry	\$2,122.09	\$15.00	\$518.04	\$1,619.05
Piano/Organ Fund	\$137,294.65	\$620.00	\$1,633.44	\$136,281.21
Children's Choir	\$645.00	\$0.00	\$0.00	\$645.00
Vets Worship Services	\$3,465.03	\$0.00	\$0.00	\$3,465.03
<b>TOTAL WORSHIP &amp; MUSIC</b>	<b>\$146,446.95</b>	<b>\$1,700.00</b>	<b>\$2,151.48</b>	<b>\$145,995.47</b>
<b>STEWARDSHIP</b>				
Memorials	\$8,791.80	\$600.00	\$0.00	\$9,391.80
<b>TOTAL STEWARDSHIP</b>	<b>\$8,791.80</b>	<b>\$600.00</b>	<b>\$0.00</b>	<b>\$9,391.80</b>
<b>PROPERTIES MANAGEMENT</b>				
<b>TOTAL PROPERTIES MANAGEME</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>CHRISTIAN LIFE</b>				
Communications	\$800.00	\$0.00	\$0.00	\$800.00
Quilters	\$7,337.93	\$0.00	\$0.00	\$7,337.93
Life Ministry	(\$164.43)	\$343.29	\$178.86	\$0.00
Prayer Team	\$2,177.79	\$0.00	\$0.00	\$2,177.79
Prayer Shawls	\$1,042.04	\$0.00	\$0.00	\$1,042.04
Parish Nurse Ministry	\$1,628.99	\$0.00	\$0.00	\$1,628.99
Care Team Ministry	\$2,138.02	\$390.00	\$390.00	\$2,138.02
Pop Fund	\$175.73	\$0.00	\$175.73	\$0.00
Design Committee	\$3.62	\$0.00	\$0.00	\$3.62
Festival for Change	\$5,175.00	\$0.00	\$0.00	\$5,175.00
<b>TOTAL CHRISTIAN LIFE</b>	<b>\$20,314.69</b>	<b>\$733.29</b>	<b>\$744.59</b>	<b>\$20,303.39</b>
<b>MISSION &amp; OUTREACH</b>				
Mission & Outreach Restricted	\$14,689.75	\$30.00	\$3,955.79	\$10,763.96
Loaves & Fishes	\$4,159.05	\$50.00	\$425.59	\$3,783.46
World Hunger	\$840.00	\$15.00	\$0.00	\$855.00
Foodshelf	\$4,015.49	\$636.88	\$0.00	\$4,652.37
Feed My Starving Children	\$4,848.09	\$0.00	\$325.00	\$4,523.09
Project Home	\$550.00	\$0.00	\$0.00	\$550.00
Good Samaritan Fund	\$3,479.30	\$243.17	\$129.51	\$3,592.96
Slovakia School	\$3,873.99	\$0.00	\$0.00	\$3,873.99
M & O Discretionary	(\$737.31)	\$6,542.26	\$5,684.95	\$120.00
Tanzania Mission	\$4,853.19	\$0.00	\$0.00	\$4,853.19
<b>TOTAL MISSION &amp; OUTREACH</b>	<b>\$40,571.55</b>	<b>\$7,517.31</b>	<b>\$10,520.84</b>	<b>\$37,568.02</b>
<b>YOUTH MINISTRIES</b>				
Camp Scholarships	\$26,223.75	\$40.00	\$0.00	\$26,263.75
First-time Camper Scholarships	\$10,000.00	\$0.00	\$0.00	\$10,000.00
Youth Fundraising	\$5,242.83	\$850.00	\$826.37	\$5,266.46
Senior High Leadership Team	\$4,100.00	\$0.00	\$0.00	\$4,100.00
Robes & Pictures -Confirmation	\$0.00	\$0.00	\$0.00	\$0.00
Youth Ministry Memorial	\$3,060.00	\$0.00	\$0.00	\$3,060.00
Young Adult Ministry	\$1,125.18	\$174.00	\$0.00	\$1,299.18
<b>TOTAL YOUTH MINISTRIES</b>	<b>\$49,751.76</b>	<b>\$1,064.00</b>	<b>\$826.37</b>	<b>\$49,989.39</b>
<b>OTHER RESTRICTED BY DONOR</b>				
RLC Endowment Fund	\$85.00	\$25.00	\$0.00	\$110.00
Special Designation	\$1,733.41	\$285.12	\$285.12	\$1,733.41
<b>TOTAL OTHER RESTRICTED BY</b>	<b>\$1,818.41</b>	<b>\$310.12</b>	<b>\$285.12</b>	<b>\$1,843.41</b>
<b>TOTAL RESTRICTED BY DONOR</b>	<b>\$267,695.16</b>	<b>\$11,924.72</b>	<b>\$14,528.40</b>	<b>\$265,091.48</b>
<b>DESIGNATED BY COUNCIL</b>				
Investing Earnings Fund	(\$446.07)	\$3,781.34	\$3,335.27	\$0.00
Estate Gifts	\$54,022.49	\$0.00	\$0.00	\$54,022.49
Live Streaming Equipment	(\$749.58)	\$749.58	\$0.00	\$0.00

	<u>Beg. Balance</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Ending Balance</u>
<b>TOTAL DESIGNATED BY COUNCI</b>	<b>\$52,826.84</b>	<b>\$4,530.92</b>	<b>\$3,335.27</b>	<b>\$54,022.49</b>
<b>SPECIAL ACTIVITIES</b>				
<b>EDUCATION &amp; CHILDREN'S</b>				
Summer Programming	\$4,152.00	\$938.72	\$1,938.72	\$3,152.00
<b>TOTAL EDUCATION &amp; CHILDRE</b>	<b>\$4,152.00</b>	<b>\$938.72</b>	<b>\$1,938.72</b>	<b>\$3,152.00</b>
<b>PROPERTIES MANAGEMENT</b>				
Table & Chair User Fees	\$0.00	\$307.75	\$307.75	\$0.00
Site Beautification	\$3,171.91	\$0.00	\$129.47	\$3,042.44
CEE Loan #728	(\$5,416.51)	\$0.00	\$0.00	(\$5,416.51)
CEE Loan #800	(\$6,941.03)	\$692.54	\$0.00	(\$6,248.49)
Insurance Claim Sprinkler Syste	\$26,380.98	\$0.00	\$2,570.42	\$23,810.56
<b>TOTAL PROPERTIES MANAGEME</b>	<b>\$17,195.35</b>	<b>\$1,000.29</b>	<b>\$3,007.64</b>	<b>\$15,188.00</b>
<b>CHRISTIAN LIFE</b>				
CD Praise and Worship Band	(\$1,950.00)	\$500.00	\$0.00	(\$1,450.00)
Men's Ministry	\$0.00	\$28.00	\$28.00	\$0.00
Life Ministry Events	\$22.00	\$315.00	\$0.00	\$337.00
Funerals	\$0.00	\$200.00	\$200.00	\$0.00
Kitchen/Food Coordinator Fund	\$25,035.19	\$0.00	\$0.00	\$25,035.19
<b>TOTAL CHRISTIAN LIFE</b>	<b>\$23,107.19</b>	<b>\$1,043.00</b>	<b>\$228.00</b>	<b>\$23,922.19</b>
<b>YOUTH MINISTRIES</b>				
Youth Fund	\$11,479.66	\$0.00	\$0.00	\$11,479.66
HS Fall Retreat	\$610.72	\$0.00	\$0.00	\$610.72
7th Grade Retreat	\$3,000.00	\$0.00	\$0.00	\$3,000.00
HS General	\$4,478.39	\$0.00	\$0.00	\$4,478.39
BWCA	\$1,010.00	\$560.00	\$200.00	\$1,370.00
HS Summer Mission Trip	\$120.00	\$0.00	\$0.00	\$120.00
Confirmation Pizza	(\$474.68)	\$474.68	\$0.00	\$0.00
HS Winter Event	\$539.46	\$0.00	\$0.00	\$539.46
MS Lock In	\$897.04	\$0.00	\$0.00	\$897.04
<b>TOTAL YOUTH MINISTRIES</b>	<b>\$21,660.59</b>	<b>\$1,034.68</b>	<b>\$200.00</b>	<b>\$22,495.27</b>
Staff Continuing Ed	\$46.44	\$0.00	\$0.00	\$46.44
Senior Pastor Continuing Ed	\$1,562.65	\$100.00	\$975.46	\$687.19
Assoc Pastor Cont. Ed	\$1,305.00	\$100.00	\$0.00	\$1,405.00
Deacon Continuing Ed	\$1,000.00	\$100.00	\$0.00	\$1,100.00
EF Grants	\$15,026.03	\$17,600.00	\$20,741.33	\$11,884.70
<b>TOTAL SPECIAL ACTIVITIES</b>	<b>\$85,055.25</b>	<b>\$21,916.69</b>	<b>\$27,091.15</b>	<b>\$79,880.79</b>

	<u>Beg. Balance</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Ending Balance</u>
LIABILITIES & FUND BALANCE				
CC/PS Fund Balance	\$193,924.52	\$49,985.02	\$14,924.38	\$228,985.16
TOTAL LIABILITIES & FUND BAL	\$193,924.52	\$49,985.02	\$14,924.38	\$228,985.16

	<u>Beg. Balance</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Ending Balance</u>
<b>FUND BALANCE</b>				
Operating Fund	(\$253,996.85)	\$0.00	\$15,300.00	(\$269,296.85)
Permanent Fund	\$866,581.63	\$23,216.25	\$0.00	\$889,797.88
<b>TOTAL FUND BALANCE</b>	<u>\$612,584.78</u>	<u>\$23,216.25</u>	<u>\$15,300.00</u>	<u>\$620,501.03</u>

**RLC 2023-2024 Ministry Budget: \$1,410,000***(Proposed)*

	2023-2024 Budget	2022-2023 Actual	2021-2022 Actual	2020-2021 Actual	2019-2020 Actual
RECEIPTS:					
General Offering	1,151,400	1,090,410	1,105,684	1,183,929	1,300,484
Special Gifts to Budget	23,600	23,313	7,980	3,754	4,740
Spring Fundraiser	110,000	125,403	71,810	85,151	140,391
Building Fund	0	42,188	0	50,831	57,019
Hospitality	25,000	53,037	19,774	13,200	53,106
Building Fees	21,000	23,685	14,540	1,850	18,391
Other Receipts	79,000	59,755	396,306	254,135	37,754
	<b>1,410,000</b>	<b>1,417,791</b>	<b>1,616,094</b>	<b>1,592,850</b>	<b>1,611,885</b>
EXPENSES:					
Salaries	834,334	881,740	955,219	874,950	948,125
Benefits	175,891	191,957	193,918	178,233	196,615
Worship & Music	14,200	14,334	17,360	24,901	18,806
Mission & Outreach	57,570	42,080	77,372	70,941	64,655
Justice & Congregational Learning	6,650				
Hospitality	22,550	44,753	35,892	31,554	56,978
Children, Youth & Family	23,870	6,710	7,271	6,422	25,063
Adult Ministry	8,200	18,072	8,401	4,628	4,765
Business Operations	137,820	133,299	130,983	133,277	141,441
Properties & Building	128,915	184,379	207,156	186,397	196,141
	<b>1,410,000</b>	<b>1,517,324</b>	<b>1,633,572</b>	<b>1,511,304</b>	<b>1,652,591</b>
Net Operating Surplus (Deficit)	0	(99,533)	(17,478)	81,546	(40,706)

**RLC 2023-2024 Preschool/Child Care Budget**  
**(Proposed)**

	2022-2023 Actual	2023-2024 Proposed
INCOME		
Registration/Tuition/Fees	194,329.50	209,695.00
RLC Payroll Subsidies	5,500.00	5,500.00
Grants & Gifts	14,989.12	2,500.00
Fundraiser Income	2,231.95	2,500.00
Total INCOME	217,050.57	220,195.00
EXPENSES		
Staff Payroll/Benefits/Training	199,459.79	199,500.00
Licensing and Accreditation Fees	555.00	700.00
Program Expenses (curriculum/supplies/food)	8,821.29	9,500.00
Subscriptions	1,915.14	1,750.00
Telephone	3,256.55	600.00
Home Maintenance & Repair	3,838.65	1,000.00
Utilities/Trash/Recycling	4,521.03	3,900.00
Miscellaneous Expenses	882.96	500.00
Total EXPENSES	223,250.41	217,450.00
Total INCOME OVER/UNDER EXPENSES	(6,199.84)	2,745.00





# **Proposed Preschool and Childcare Budget**

## **Narrative Justifications**

**July 7, 2023**

**Prepared by: Sher Noot**

The proposed RLC Preschool and Childcare budget is based on current enrollment for the 2023-2024 preschool and childcare year as of June 30, 2023. I am basing the budget on a total of 33 children enrolled in preschool and 8 children enrolled in childcare.

Childcare is licensed for 14 children. We “cap” the number of children at 12 per day.

Preschool is licensed for 40 children per day, we currently have 33 children enrolled. We have not yet met the daily maximum capacity. For every 10 children in our care, licensing ratios require that we have 1 teacher qualified staff. The second staff person may be an assistant or an aide.

Both the preschool and the childcare have room for growth, which will positively affect our budget outcomes for this fiscal year.

### **Income:**

**Registration/tuition/fees:** this number is based on the current enrollment numbers for both preschool and childcare. It does not take into account any new students that will be enrolling after July 1<sup>st</sup>, nor does it take into account any registration fees that have not been paid yet.

It does include the “activity fee” of \$75 per child ( $\$75 \times 33 \text{ students} = \$2475$ ) who attends preschool during the 2023-2024 preschool year.

**RLC Tuition Subsidy:** The \$3000 Tuition Subsidy will be kept in a restricted fund and money will be transferred for scholarships twice during the budget year into the preschool/childcare operating fund. This will allow me to use the money as intended for scholarship. The way it is currently set up the money is “spent” and if I grant a family a scholarship, the tuition amount that they pay is below what I have budgeted for.

When a scholarship is granted to a family a set amount will be transferred from the subsidy to cover the cost that the family isn’t paying.

**Fundraiser Income:** Gerten’s Plant Sale and Parkway Pizza are currently the only two fundraisers for the preschool/childcare. It is difficult to update equipment and classroom needs without larger fundraisers. I would like to explore additional fundraiser options that will assist in replacing equipment and in turning the courtyard in a preschool playground.

### **Expenses:**

**Staff: Wages and Benefits.** The numbers in both of these areas are not hard and fast at this time as I am in the process of hiring. Dependent upon the staff hires the wages and benefits could be lower than my proposed budget.

**Preschool:** We have had a reduction in the preschool of 4 staff persons. I am looking at replacing with a different configuration than 4 part-time staff. This past year we were “over-staffed”, meaning that we had more staff than our licensing ratios required.

**Childcare:** One of the staff persons that is not returning also worked at the Childcare on a part time basis so her position will also need to be replaced. I will also be hiring part-time afternoon closer position as the “college” staff will be heading off to school.

**Groceries:** I am in the process of connecting the childcare and the preschool with Providers Choice which is a Federal Food Program. This should reduce the cost of groceries for both programs through financial reimbursements.

The Child and Adult Care Food Program (CACFP) is a federal program of the United States Department of Agriculture (USDA). CACFP provides reimbursement to licensed child care providers to serve nutritious meals and snacks to the children in their care.

**Facilities:** There is a reduction in the utilities (gas/electric and water/sewer) as we no longer have a renter in the lower level. The renter was a single mom with 2 children.

**Services:** There is a reduction in the Telephone expenses as I have cancelled the “classroom cell phones”. We were given an endowment grant with which I will be purchasing 2 I pads for the classrooms instead. We will be able to do all of our communication with our families through the Brightwheel app. When I cancelled the “classroom cell phones” I was also made aware of additional charges that were not beneficial to the preschool. Those additional “cell” services have been cancelled as well.

### **Future Planning Expenses:**

The preschool is needing a new floor in the hallway outside of the classrooms near the preschool entrance. We have been creatively “hiding” the broken tiles as this would be a licensing violation. We have large floor mats covering those areas.

As this entrance and hallway is not only used by the preschool, is this an expense that could be shared? I am thinking that we carpet the hallway with the same carpet squares that is on the ramp.

**Associate Pastor, Marty Wyatt**

July 2023

Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns.

- The Children's Ministry Task Force is up and running. So far we have audited current ministry and educational opportunities for families with children ages birth through 6th grade, documented and evaluated RLC's past and present structures of ministry and programming. Next we will be engaging with the broader congregation through interviews and surveys.
- Wapo Seeds in June-Last year we had 1 Seeds camper, this year we have 6! Jenna Baccam attended with them-they all had a blast!
- Blessing of the Wheels-during worship on July 16-this was a hit-we had 10-15 sets of wheels at each service

Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove?

- Inclusion Task Force will be working to make sure members know about the upcoming annual meeting and the important business to be voted on there
- Children's Ministry Task Force will be looking to gain insight from the broader congregation through surveys in particular, so be on the lookout for that
- Riverside Innovation Hub- We were accepted into this learning cohort and are looking to form a team of 4-5 people who will be deeply engaged in this work over the next two years. Team is almost finalized and we will be working to have a site visit with our Augsburg facilitator in August. The cohort officially starts in September.
- Annual Meeting-August 27th!

Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might Council provide to help support their efforts at this time?

None at this time

**Pastor of Youth and Young Adult Engagement**

Tori Kraus

July 2023

Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns.

- Blessing of the Bicycles – Sunday, July 16
  - Blessed bikes, helmets, seats, skateboards, and had ice cream sandwiches as a special treat
- Young Adult Night at the Twins – 6 of us, few others wanted to attend but could not make it
  - Looking for opportunities for young adults to get plugged in right away and offer places for them to “land”
- Prayer Partners – Postcards & Prayers
  - Partners are in the process of picking-up postcards and prayer packet
- Received St. Kate's 2 year Contemplative & Spiritual Practices Grant
  - Met with Spiritual Director
  - Forming Small Group
  - Pastors Meeting Monday, July 24
  - Retreat August 12
- Communication with Families
  - Process of creating a consistent mailing for our children, youth and family ministries to offer families better ways for information
  - Remind App – way of texting families

Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove?

- 4<sup>th</sup>-8<sup>th</sup> graders going to Camp Wapo (July 23-28), please keep them in your prayers
- Boundary Waters with 4 ninth graders & partnering w/ Incarnation in Shoreview is July 30-August 5. Please keep Jenna and I, Incarnation, and our students in your prayers during that time.
- Confirmation registration goes live on August 1

Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might Council provide to help support their efforts at this time?

## Ministry: Support Staff

Date: July 14, 2023

Prepared by: David Booms

## Admin

- Continued management of the RLC's daily operations
- Pending changes to Employment Law
  - Noncompete Ban
  - Expanded Protections for Nursing Mothers and Lactating Employees
  - Pregnancy Accommodations
  - Legalized Marijuana
  - Earned Sick and Safe Time leave
  - Paid Family and Medical Leave
- Coordinating, planning, and executing church events.
  - Coordinated two funerals
  - Upcoming, non-RLC, events
    - Various ongoing rentals by Community Groups
- Assisting Preschool/DayCare director
  - MN State Grant Applications
  - Employment postings.
- Working with Insurance Co's
  - Worker Comp. cases
- Benevolence administration
- Vendor/Lease management

## Communications

- **ANNUAL REPORT DEADLINE is 12:00 noon, Thursday, July 20.** Send to [dpederson@rosevillelutheran.org](mailto:dpederson@rosevillelutheran.org). ANNUAL MEETING is Sunday, August 27.
- Annual Meeting: Working with Executive Team and Pastors to support the annual meeting needs (powerpoint, other communications). Preparing list of Nominees to be sent to congregation prior to the meeting. Also working with the Organ Task Force as they bring forward a proposal to Council to consider for the Annual Meeting. This will include more communications, mailings, etc.
- Website: The group is forming to assess the current website and create goals for our new website as we select the best template to achieve that. We have begun working with our website providers, Ekklesia360. Grant funding has been received for this project!
- Next **Newsletter Deadline is Aug. 1** for September-October-November.
- Recent hire in the video booth: Casey Eakins. Owen Landrud has departed service. This gives us Nick Clausen, Scout Mason, Casey Eakins, (and Jeff Johnson) as folks able to live stream. Our special thanks, again, to Nick for all his help.

## **Ministry: Support Staff**

Date: July 14, 2023

Prepared by: David Booms

## **Facilities & Grounds**

- Facility Related Items
- Completed shampooing carpets in all three preschool rooms
- Repairs to potholes in north parking lot
- Cost comparison for servicing fire extinguishers. Have identified 1 vendor ( LVC ) with service costs that are 25% less than Nardini Fire-based on drop off to LVC location.
- Fire emergency lights located in both the Worship center and commons area have several emergency lights that are activated during a power disruption. Lights have battery packs ( 5 ) per individual light that are original to the install in 1996. Cost to replace all is > \$ 2000. Substituting \$ 50.00 light pack that will illuminate exit pathways to south doors. Total cost is \$ 100.00
- Utility bill breakdown to identify additional irrigation cost due to dry weather
- Replace irrigation heads south lot-have in inventory. No out of pocket cost
- Plumbing repairs to bathrooms

## **Hospitality**

### June Events

- Hellman funeral
- ELCA volunteer luncheon

Upcoming events that will be happening in Hospitality in the next few months

- Central Park back to school breakfast for the teachers
- ADK resumes
- St.Marys of the Lake out of the house catering
- Kids that cook(part of the praise event)
- Rally day Sunday
- Oktoberfest

**Development Director**

7/19/23

Prepared by: Rebecca Bedner

Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns.

- Working with the Organ Task Force-see more notes below.

Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove?

- Coordinating details for the Experiences:
  - 11 Experiences (dates from 5/19-11/4)
  - Experiences planned on 8/17, will be late or miss council meeting
  - Over 100 friends and members attending an experience
  - Positive Feedback so far!
- Working with the Organ Task Force as they prepare for our Annual Meeting.
  - More information to be shared in upcoming communications in the Annual Report, Weekly E-Newsletter, and on Sundays during the worship announcements and in the Bulletin.
  - The OTF will have a table starting 7/23-8/20 outside the sanctuary with more information and Intent to Give forms.
  - Join us for two events scheduled in August:
    - Community Hymn Sing – Wednesday August 9 at 6:30 pm
    - Congregational Information Session – Wednesday August 16 at 6:30 pm
- Planning for Annual Appeal. Save the Dates! Sept 24, Oct 1 and 8!
- Working on Planned Giving projects.
- Working on a potential fall fundraising event, more to come!

Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might Council provide to help support their efforts at this time?

- Thank you for your support!



**Group: Mission & Outreach Partnership team**

Chair/Leader: Dave Tetzlaff

Date: July 18, 2023

Prepared by: Kris Olsen

**Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns raised.**

Mission & Outreach Partnership team had an extended planning meeting June 27<sup>th</sup>. In this meeting we discussed/decided the following:

- Finalized the Charter with the understanding that we needed to review on a regular basis.
- Dave Tetzlaff will step out of the chair position but remain on the team. We selected a new chairperson for 2023-24 year which will be me (Kris Olsen); Alicia Sandy will take the role in 2024-25. This done to align with the new team/committee rules stating no one could be in the chair position for more than three consecutive years.
- We reviewed and assessed the health and vitality of our partnership relationship to determine if we continue our partnership. As a team we decided we would discontinue our formal relationship with Project Home. We will decide this year whether to start a partnership with a new organization.
- Reviewed the budget and discussed implications for the upcoming year.
- Mapped out a high-level event calendar for the year.

**Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove?**

- Next meeting at RLC August 8<sup>th</sup> at 4PM.
- School supply drive underway now for Central Park Elementary.

**Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might Council provide to help support their efforts at this time?**

If you don't know, Mission & Outreach operates as a kind of Hub and Spoke Model. The "spokes" are the ongoing initiatives like serving at Dorothy Day, Every Meal back pack distribution, the dresser build, etc. Each of these have a primary person that leads the initiative e.g. Jim Stark for Dorothy Day. The "hub" is just three members right now, Dave Tetzlaff, Alicia Sandy and Janelle Olson plus myself (Council Liaison) and Pastor Marty. ***We are in need of one or two new members to add to the "Hub" team.***

**Group:**

Chair/Leader: Mike Dolan

Date 7-18-23

Prepared by: Bill Metzger

Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns raised.

- The Endowment Committee did not meet in June

Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove?

- Mike Dolan and Rebecca have worked to prepare the Endowment Report for this past year. It has been reviewed and submitted for publication in the RLC Annual Report.

Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might Council provide to help support their efforts at this time? None at this time

**Ministry: Nominating Committee**

Date: 7/19//23

Prepared by: Erik Storlie

Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns.

- The Nominating Committee has secured excellent candidates for all open positions and names have been submitted for publication. Nominees:
  - Council Vice President: Jim Stark (3 years)
  - Council Endowment Liaison: Sarah Richter (2 years)
  - Council Justice and Action Liaison: Andrew Olson (2 years)
  - Council Outreach Liaison: Karen Rogers (2 years)
  - Nominating Committee (2 years)
    - Beth Jacobsen
    - Kevin Miller (2 years)
    - Note: David Werner has agreed to serve one additional year to secure 2 chairs (David Werner and Jan Abel)
  - Endowment Committee (3 years):
    - Greg Johnson
    - Kevin Peterson
    - Linda Nelson
  - Finance Committee (3 years):
    - Merle Gaedy
- Judy Kaufmann has resigned her Council position (Currently “Children, Youth, and Family,” which becomes “Care and Small Groups” 9/1/23) and Pam McCullouch is interested in assuming the new Care and Small Groups Council position 9/1/23.

Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove?

- None

## Staff Report to Council

Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might Council provide to help support their efforts at this time?

- No

**Group: Finance Committee**

Members Present: Erik Wolhowe, Nick Velde

Not Present: Val Velde, Steve Mumm

Staff Present: Rebecca Bedner, Laurel Hofeldt

Date: 7/17/2023

Prepared by: Laurel Hofeldt

- The proposed operating budget for the 2023-2024 fiscal year was discussed in detail. Staff has made final updates since the committee reviewed the proposed budget in June. Finance Committee responsibilities according to the charter are as follows:
  - Roles and Responsibilities
    - Annual Budget
      - Approve annual budget prepared by staff prior to presentation to Council
      - Supervise the expenditure of funds in accordance with the annual budget following its adoption
      - Ensure that support to the synod is included in the annual budget
  - Motion to approve the 2023-2024 prior to presentation to Council was made by Erik; second by Nick.
    - Discussion followed:
      - Mission & Outreach budget includes ELCA Benevolence. Discussion of the amount given should include exec/council and research on other churches giving. Laurel will bring this to Council's attention
      - Justice and Inclusion ministries will not be a part of the mission & outreach budget but separate. Once the new organizational model is fully implemented the budget/chart of accounts will need to be revised to reflect the new mode.
    - Motion was approved by Erik and Nick.
- Reviewed June Month-End Financial Summary.
- Statement of Financial Position, Designated Fund Summary and Bank Reconciliation Reports available on the shared drive for committee member review.
- Update on the future of the restricted Building Fund. Tabled until a later date.

Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might Council provide to help support their efforts at this time?

- Nothing at this time.