

# Prince of Peace Lutheran Church

## Church Council Meeting

June 13, 2017

Time: 6:00 –8:00 p.m.

Location: Choir Room

### Agenda

- A. Call to order
- B. Opening Prayer/Prayer Concerns (5 minutes)
- C. Welcome new council members and binder distribution (5 minutes)
- D. Introduce Preschool Board (Special guests tonight)
- D. Congregants Forum (5–10 minutes) *See note below*
- E. Approval of minutes of May 9, 2017 and May 21, 2017 (5 minutes)
- F. Reports (5 Minutes each/45 minutes total) *Please submit written reports in advance of meeting*
  - 1. President – Gail
  - 2. Treasurer – Les
  - 3. Pastor – Pastor Rick
  - 4. Family and Youth Ministry – Audrey
  - 5. Arcadia Music Academy – Council member to be assigned
  - 6. Personnel Committee – Jack
  - 7. Preschool – Karen or Val and Nicole
  - 8. Vendor Selection Committee – Carrie
  - 9. Governing Documents Review Committee – Anita & Jack
- G. Unfinished Business (20 minutes)
  - 1. Second Pastor Position Tasks Coverage – Jack
  - 2. Joint Pastor/Council Goals – Jack and Pastor Rick
- H. New Business (25 minutes)
  - 1. Adopt modification to Sick Leave Policy for POP employees
  - 2. Discuss process to develop pro-growth campaign for congregation & determine which council members will be leaders
- I. Announcements (5 minutes)
  - 1. 2017–2018 Draft POP Big Events Calendar
- J. Closing Prayer and Adjournment

*The Congregants Forum agenda item allows members of the audience to share their perspective on items affecting our church community with the gathered council. Items under this section must be a formal Agenda item in order for the council to vote or take any action. Each audience member will be afforded three (3) minutes to address the council on any single item to allow for full participation of audience attendees.*

Prince Of Peace Church Council Meeting (unapproved)  
May 9, 2017 6:00 pm Choir room

Present: Pastor Rick Sherrill, Teri Traaen, Gail Andrews, Jack Ranby, Audrey Cox, Carrie Goodman, Brad Beebe, Les Holland, Steve Edgar, Harry Quinsler, and Joy Johnson.

Audience: Congregation members.

Teri opened the meeting at 6:06pm. Pastor Rick asked for prayer requests and said the opening prayer.

Teri made a call to the audience: no comments or concerns.

Teri asked if there were any corrections or changes to the April Meeting Minutes. Les would like to specify that the Mission Statement does not replace Worship, Connect, Serve. This change will be made. Les made a motion to approve the minutes as amended, and Gail seconded the motion. The motion was approved unanimously.

Teri spoke about the compilation of items Memorandum: please see attached. She spoke about the directory update process. She has been working with Maria on this task and suggested a new system to track members might be in order. In order to remove a member, it has to be approved through the Church Council, per the Constitution. Shepherd's Staff is used more for Finance, not Member Directory. There is also a Member Vitality Survey we can use. This deals with contacts, tracking and touch points to draw more people in.

Teri gave an update on Ollie Thorne, He was released last June 2016. He is not allowed on campus anywhere. He can not attend functions. He will not be in the directory. He can not park a vehicle. He is not allowed to contact any Staff or Family Members. This is to protect him, and the Campus and Pre school. If he does any of these things the police should be called. We will get the updated documents to have on file. He is considered Restored and Competent for trial.

Treasurer's Report: Les explained Keri has not completed the April numbers yet. It is too early in the month. Gail explained we can't have the meeting on the third Tuesday of the month due to conflicts of schedules.

Youth and Family Report: Please see attached: Audrey spoke about the busy summer ahead. May and June are going to be busy with the Navajo Mission Trip and The High School Trip for grades 7- 12. She will be doing a special blessing on May 21st. She will have the kids read their letters to the Church. Each trip costs \$50.00. We made over \$7,000.00 at the Street Fair this year.

Pastor Rick's Report: Please see attached: Pastor Rick has been thinking about the future of AMA. It has been going well for the last five months. We have about 50 to 60 students. This could grow larger very easily. This has been basically only word of mouth. Pastor Rick would like a team on this to figure out all the possibilities. We have night and weekend classes now, daytime classes are a possibility. Audrey thanked Pastor for the connection and powerful ministry on Good Friday.

Preschool Report: Val Kainass and Nicole Hilden discussed waiting for the preliminary drawings of what the nursery could look like and how it fits in with the Preschool. Discussion ensued.

Personnel Committee Report: Jack Ranby said they are still information gathering on the second Pastor position. They are still doing the survey and will have a report of raw data at the next meeting.

Vender Selection Committee: Brad Beebe and Carrie Goodman discussed the columbarium for D.K.'s wife. Jim Schmidlin is working on this with them. They have two bids and a third bid on landscape. Brad discussed lock revisions and the panic door. These items will cost \$5,300.00 to \$6,000.00 in total. They added one more door to the project. They are waiting for parts to come in, then the system will be installed. The Foundation might be interested in funding for an improvement project of this scope. The Vendor Committee can put in a request for funding for the door locks and Columbarium projects.

Bylaw Committee/Congregational Meeting Report: Jack Ranby reported that the Bylaw document is in a form on the website showing it was approved by the Church Council and will be voted on May 21, 2017, at the Congregational Meeting. He will print five paper copies to have at the meeting. It will be an all or nothing, verbal vote. Gail's position is not up for vote.

The Preschool Board is not voted on for positions. No one is holding over on the Church Council. We have to have a staggered Board per the Constitution. We need one At-Large Council position and one Officer to be a one year term. Jack moved that one At-Large position be a one year term and Dinky Snell has been nominated in that position. Anita seconded. The motion was approved unanimously. Steve moved the Treasurer position be a one-year term at the upcoming election. Brad seconded. The motion was approved unanimously.

Val would like to paint the door swing/caution colors. Harry suggested to put sand in the paint so it is not slippery. Discussion ensued. Jack moved to paint the door swings at the Preschool yellow. Brad seconded the motion. The motion was approved unanimously.

Val explained a panic alarm got tripped in the Preschool. Gangsi Hall did not hear it at all. There is a disconnect in the system that needs to be corrected. Bonds has an External Audible alarm system. There are two very different sounds for the alarm verses the school release bell. Jack asked the criteria for the alarm being pulled. The Preschool has an Emergency Protocol in place. The alarm system also calls the Police when it is tripped. Val and Nicole discussed the Infant program. Mat Irvine is drawing up plans. He will get back to them on May 26, 2017. Teri also inquired on licensing requirements. Anita asked about Immunization requirements. They either get the immunizations or fill out an exemption form. They will look at the age to enroll based on immunization requirements. Anita suggested it might be in the Pre School's best interest to require immunizations.

#### New Business:

Gail discussed the 56th street project: An Arcadia Committee is trying to get a grant to fix 56th street. They want to make it more bike and walking friendly. There is a Survey being sent to parents, the Preschool and in the Church Blast. The Preschool will send a separate blast with a link to the survey. Teri mentioned the two letters being sent from the Church and Preschool about how the street improvement would help.

Gail discussed the Arcadia Group Homes being built right up the street. The homes will house people in need of sober living, recovery from drugs and alcohol and mental illness. Gail will look into permitting and will get in touch with Craig Steblay, President of the Arcadia Camelback Mountain Neighborhood Association. The big issue is safety for the Preschool.

Teri discussed Rally in the Valley. Pastor Rick said it has been held at Prince of Peace for four years. John Cochran ran it when he was Pastor here. Pastor Cochran asked to continue it here because the location is great. 500 people come from all over for the weekend seminar. Nancy Stevens said John Cochran used to have Hundreds of Volunteers but the numbers are dwindling and it is A LOT OF WORK. Mary Quinsler and Nancy Stevens don't want to do it any more. Teri will ask the Interim Bishop if they still want to have it here. Les said if it is held here the Synod should have volunteers they can send.

The meeting was adjourned at 8:20 pm.

Respectfully Submitted,  
Joy Johnson, Church Council Secretary

Prince Of Peace Congregational Meeting (unapproved)  
May 21, 2017 10:45 a.m. Church Sanctuary

A Quorum was counted and we had over 8% as needed.  
Teri Traaen opened the meeting at 10:45 A.M.

Teri went over the agenda for the meeting.

Youth and Family Report: Audrey Cox and Madison Sherrill read letters the youth had written about these words: Hope, Family, Community, Giving, Safe, Love, Agabe, and God. They explained what each of these words meant to them.

Preschool Report: Val Kainass and Nicole Hilden: The preschool currently enrolls 200 children every week. They discussed how they intentionally build meaningful relationships to keep the families coming back. This year is the 50th Anniversary of the Preschool. The Teacher retention rate is very high. Some teachers have been there 15 plus years. The Preschool is financially sound. On Wednesdays and Thursdays they run JAM: Jesus and Me with the Preschool kids, parents are invited also. They are investigating plans for an Infant and Toddler Program along with the regular Preschool program already in place. The preliminary drawings are due May 26, 2017. They have done research, and partnered with Resurrection Lutheran Church in Oro Valley, Arizona. The Preschool will be celebrating 50 Years of service with "Cheers to 50 Years" A Golden Jubilee. On September 30, 2017 at 6:00 pm.

Teri presented the nominees for

**POP Church Council:**

President: Gail Andrews, No Vote for this position

President Elect: Gwen Jacobs

VP/Personnel: Jack Ranby

Secretary: Anita Thorne

At-Large 1: Steve Edgar

At-Large 2: Carrie Goodman

At-Large 3: Marilyn Schmidlin

At-Large 4: Martha Weld

At-Large 5: Karen Wolfinger

At-Large 6: Dinky Snell

Teri requested a Motion for a vote on the slate of names for the Church Council. Phyllis McKenzie moved the nominations be closed by the Secretary, and the slate be cast as chosen. Laurel Edgar seconded the motion. There was no dissent. The motion was approved unanimously.

**POP Preschool Board:**

Val Kainass  
Abby Brown  
Karen Johnson  
Jim Schmidlin  
Jan Beebe

Teri requested a motion for a vote on the slate of names for POP Preschool Board. Phyllis McKenzie moved the nominations be closed by the Secretary, and the slate be cast as chosen. Mike Jacobs seconded the motion. There was no dissention. The motion was approved unanimously.

Teri thanked the Nomination Committee for their hard work.

**By-Laws Adoption:**

The By-Law Committee/Authors are: Steve Crofton, Jack Ranby, Peter Westby, and Marilyn Schmidlin. Teri thanked them for their hard work.

The By-Laws will be voted on as written. This is an all or nothing vote. Why this change in the By-Laws?

Teri answered: There was a misunderstanding of the use of Executive Sessions. We have used Executive Sessions for a very long time. No one was aware of, or no controversy came from it. Jack Ranby: The need arose as a result of folks not understanding the way Executive Sessions were handled. They can be used for good or bad. The new document spells out how and when it should be used, so everyone understands the procedure and protocol. The use of the Sessions will be documented, so it can be used in a beneficial and appropriate way. Jack Peterson: What if it is used in a way people would think it's abusive? Jack Ranby: One person can not just call it. The entire Membership has to vote on the meeting criteria. It will be self Governing.

Teri asked for a motion. Anita moved that the Congregation accept the By-Law as written by the By-Law Committee. Karen Wolfinger seconded the motion. There was no dissention. The Motion was approved unanimously.

Teri adjourned the meeting at 11:10 am.

Gail presented a card with a gift card from Wildflower restaurant, flowers and, a cross from Pastor Rick Sherrill.

Mr. Jack Peterson shared that he and his wife have been married for 67 years on Tuesday.

Respectfully Submitted,  
Joy Johnson, Church Secretary

Prince Of Peace Church Council Meeting Minutes (approved)  
April 11, 2017 6:00 pm Choir Room

Present: Pastor Rick Sherrill, Teri Traaen, Gail Andrews, Jack Ranby, Les Holland, Carrie Goodman, Brad Beebe, Steve Edgar, Anita Thorne, Harry Quinsler, and Joy Johnson.  
Guests: Val Kainass, and Nicole Hilden.

Teri called the meeting to order at 6:03 pm. Pastor Rick asked for prayer requests and said the opening prayer.

Teri asked for Approval of Council meeting minutes for March 14, 2017. Anita moved for one correction. To call the Mission Statement "perceived" on the minutes. The motion was seconded by Brad. The motion was approved unanimously.

Terri spoke about the template for the Agenda for meetings. It follows Robert's Rules.

Anita spoke about the Mission Statement and what it means to our church. This is what she found that fits our Congregation's needs:

Prince Of Peace Lutheran Church and Preschool exist to welcome people to a relationship with Jesus. Equip them with a faith that works well in real life, and send them to serve others. Discussion Ensued. Les would like to specify, the Mission Statement does not replace Worship, Connect, Serve. Carrie moved to approve this as our Mission Statement, Brad seconded the motion. The motion was approved unanimously.

Thank you Anita, for working on this. This Mission Statement will be introduced to the Congregation through the Pastor's and President's columns in the Monthly Messenger..

Treasurer's Report: Les went over the year to date receipts: 2017 actual: \$155,751.00 down from 2016: \$156,807.00. Preschool budget: actual: \$345,541.00 2017: under budget: \$353,220.00. 2017. Monthly Attendance: March 2017: 702, down 300 from March 2016: 997. March offering: 2017: \$32,494.00 down from March 2016: \$34,071. Anita moved to approve the budget report for April 2017, Carrie seconded the motion. The motion was approved unanimously.

Les spoke about different institutions for payroll and credit cards. Some have a kiosk you can move around at different functions, such as street fairs and youth fundraising. This makes it easier for people to give donations through this machine. Discussion ensued. We will continue to look into this.

Bylaw Report: Jack spoke about the bylaw writing team. There was a second forum scheduled last Sunday, but no one came. A written notice will be mailed out to members of the congregation stating we will have a congregational meeting May 21, 2017 and the agenda for that meeting. The bylaw and leader nominations will be first on the agenda.

**Leadership Slate for Church Council 2017-2018**

President: Gail Andrews  
President Elect: Gwen Jacobs  
VP/Personnel: Jack Ranby  
Treasurer: Les Holland  
Secretary: Anita Thorne  
At-Large 1: Steve Edgar  
At-Large 2: Carrie Goodman  
At-Large 3: Marilyn Schmidlin  
At-Large 4: Martha Weld  
At-Large 5: Karen Wolfinger  
At-Large 6: Dinky Snell

**Leadership Slate for Preschool Board 2017-2018**

President: Val Kainass  
President Elect:  
Secretary: Abby Brown?  
Treasurer: Val Kainass  
Parents Representative: Karen Johnson?  
Vendors/Landscape: Jim Schmidlin  
Position 7: Jan Beebe  
Position 8: Josh Hoffner

The mandatory ELCA constitution amendments will be worked on over the summer by Jack and Anita.

Jack spoke about the State of Arizona Corporation Commission Corporation Annual Report and Certificate of Disclosure. This document was due on 4-27-2017. However it has been filed already under Les Holland's electronic signature without corrections, and without his knowledge. Instead of filing an amended report now, he recommends waiting to file the amended report until new administration is in place. Peter Westby has volunteered to be the Statutory Agent. Jack moved to accept Peter Westby as the Statutory Agent of Prince Of Peace Corporation. Gail seconded the motion. The motion was approved unanimously.

Vendor Selection Committee Report: Brad and Carrie have been having dialogue with a vendor for wifi keypads and door locks. (Will move forward with the new version of locks.) There is a free version of this service. We will try it and see how it goes. The lock supports 1,000 unique codes for rentals. This will be placed on the Gangsi Hall door to the South parking lot. There will also be a  
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panic door. Pastor Rick spoke about D.K. Harrison's project. This will be worked on in the future. He also spoke about the construction material that was dumped illegally in the North parking lot. The landscapers hauled it away for \$600.00. Should we look into getting security cameras? We will discuss in the future with the Vendor Committee.

Pastor Rick's Report: Please see attached: Thank you notes were received from Jordan and Jacob Lara for support of their Scout project. We will attach them in the Monthly Messenger e-blast. Are there any other phases we would like to add to this project? Discussion ensued. We will revisit this topic in the future.  
Glenda Roucher's funeral costs were donated by her family.

Personnel Committee Report: Jack discussed Pastor Rick's performance evaluation, performed by the Personnel Committee. Heated discussion ensued by Teri: conflict resolution, relationship building, minister support group, and loss of members. Jack asked her to provide specifics, which she refused to do. Harry moved to accept this performance review report of the Personnel Committee. Brad seconded the motion. Teri abstained from the vote. The motion was approved.

Jack discussed the continuing professional growth goals for Pastor Rick and the 2017 program goals for Pastor Rick and the Council recommended by the Personnel Committee. The program goals are: renew Welcome Ministry; launch new visitation and care ministry;  
And design and develop an internship program, if the first two goals are on track in the fall. Jack explained that it would take a joint, cooperative effort by the Pastor and Council to achieve these goals.

Discussion ensued on the topic of an Intern. Teri stated the Bishop has to write a review that this congregation is ready for an intern. The Bishop will review the history of our church before deciding if our church is healthy. She stated this Congregation has not been healthy for 10 years. She also stated that if there had been an intern in place during the January 2017 annual meeting, the Synod would have Yanked the intern out of the internship. According to Teri, we need to fix the health of our church first. Anita stated she doesn't think our church is ready for an intern. Jack stated we need to look at what kind of staff we need. Gail envisions a Welcoming Task Force. She has a partner in business that is working on a matrix. It is not only Pastor Rick that needs to welcome new visitors, it takes everyone. Pastor, Council, and Congregants. Les mentioned, it takes the right welcoming people. It takes patience and perseverance. Teri has been working on a POP New and Returning Member Project.

Jack made a motion for Council to accept the Personnel Committee recommendation of Professional and Program Goals for 2017-2018. Brad seconded the motion. The motion was approved unanimously.

Jack recommends a compensation raise of 4% with the associated employee-related expenses, paid for by the church general fund, for the Senior Pastor position.

Jack moved the Senior Pastor Compensation be raised 4%, retro to January 2017. Carrie seconded the motion. Teri abstained from the vote. The motion was approved.

Discussion ensued about an anonymous donation of \$5,000.00 designated to award the Senior Pastor position a one time bonus. Jack moved Council accept the donation of \$5,000.00 and use it to award a one time bonus to the Senior Pastor in an amount where the bonus and associated employee-related expenses equal the amount of the donation. Les seconded the motion. Teri abstained from the vote. The motion was approved. Les stated the Personnel Committee worked hard and we thank them for this work.

Preschool Report: Val Kainass and Preschool Director Nicole Hilden discussed the possible addition of infant care to the Preschool. Nicole met with a Preschool in Oral Valley, Resurrection Lutheran Church. They discussed space requirements and staff ratio per infant. Discussion ensued about where we would place this room or rooms on our campus, and cost of converting the space to required code. This is something to be looked into in the future. We would have to garner congregants opinions on this topic.

Teri discussed the Member Directory her and Maria are working on. They are going through the old files we have and making a new one. We need a record keeping process. Shepherd's Staff is a good computer database program that we could use. There is a survey called Congregational Vitality Survey used by the ELCA, that we could also utilise.

The council said the Lord's Prayer in closing.

Anita moved to close the meeting. Jack seconded the motion. The meeting was adjourned at 9:45 p.m.

Respectfully Submitted,  
Joy Johnson, Secretary

Treasurer's Report  
 Prince of Peace Lutheran Church  
 Period ending May 31, 2017

	Monthly			Year To Date		
	May-16	May 17 Budget	May 17-Actual	2016 YTD Actual	2017 YTD Budget	2017 Actual
<b>Receipts</b>						
Envelope Pledged	35,414	20,721	31,276	127,776	125,693	126,529
Envelope Unpledged	4,142	4,500	2,922	21,261	22,677	19,178
Offerings - Loose	726	600	474	9,967	4,550	4,716
Other Source of Income	693	3,230	0	3,464	16,148	6,459
Special Offerings	6	50	54	3,792	3,800	3,450
Preschool Facility Cont.	14,087	14,087	14,087	70,437	70,437	70,437
Other Income	5,040	4,450	5,252	21,706	23,800	25,359
Youth and Family Ministry	0	0	0	0	0	0
Children's Ministry	1,770	600	795	2,670	850	845
Dedictaed Benevolence	0	0	0	897	750	1,610
Parish Education	0	0	0	0	0	0
<b>Total Receipts</b>	<b>61,878</b>	<b>48,238</b>	<b>54,861</b>	<b>261,970</b>	<b>268,705</b>	<b>258,584</b>
<b>Expenses</b>						
C. Council	0	(877)	0	100	(877)	490
Benevolence	2,050	2,150	2,750	11,450	12,150	12,550
Dedicated Benevolence	0	0	0	897	750	1,610
Outreach	264	324	274	1,242	1,896	1,368
Parish Education	39	25	37	39	125	163
Youth and Family Ministry	60	400	56	109	2,700	1,355
Children's Ministry	194	425	52	1,414	1,610	513
Worship	956	877	457	4,949	5,784	4,251
Digital & Media Minstry	116	220	98	1,747	1,280	755
Operations	10,327	11,940	11,645	47,319	52,290	55,962
Admin.	3,304	3,381	2,667	16,692	17,705	15,710
Long Term Debt	3,452	3,452	3,452	17,260	17,260	17,260
Pastor	9,532	11,392	11,103	49,192	51,852	51,623
Asst. Pastor	3,000	3,000	0	15,000	15,000	6,000
Youth & Family Director	3,833	3,910	4,140	19,167	19,512	19,512
Staff Education	0	400	0	150	780	304
Other Pastoral	0	0	0	0	0	450
Staff Compensation	11,734	12,313	10,792	62,271	61,654	56,472
<b>Total Expenses</b>	<b>48,861</b>	<b>53,332</b>	<b>47,521</b>	<b>248,997</b>	<b>261,470</b>	<b>246,348</b>
<b>Net Receipts of Expenses</b>	<b>13,018</b>	<b>(5,094)</b>	<b>7,341</b>	<b>12,973</b>	<b>7,235</b>	<b>12,235</b>
<b>Preschool</b>						
	May-16	May 17 Budget	May 17-Actual	2016 YTD Actual	2017 YTD Budget	2017 Actual
Tuitions and Fees	98,625	98,450	91,716	595,833	610,100	586,758
<b>Expenses</b>						
Salaries	81,367	88,676	86,343	420,290	442,592	433,520
Administrative	612	300	0	2,038	2,700	4,349
Cost Share	7,923	7,923	7,923	39,615	39,615	39,615
Discounts/Scholarship	2,460	3,140	1,565	14,792	18,100	13,208
Oper, Main & Other	13,487	8,873	5,776	40,755	46,960	42,949
Classroom Expense	1,489	2,480	2,117	3,907	7,300	5,571
Facilities Contr.	6,164	6,164	6,164	30,822	30,822	30,822
<b>Total Expenses</b>	<b>113,502</b>	<b>117,556</b>	<b>109,888</b>	<b>552,219</b>	<b>588,088</b>	<b>570,035</b>
<b>Net Receipts of Expenses</b>	<b>(14,877)</b>	<b>(19,106)</b>	<b>(18,171)</b>	<b>43,614</b>	<b>22,011</b>	<b>16,724</b>
<b>Arcadia Music Academy</b>						
	May-16	May 17 Budget	May 17-Actual	2016 YTD Actual	2017 YTD Budget	2017 Actual
Tuitions and Fees	6,021	6,000	5,648	32,013	29,000	29,283
<b>Expenses</b>						
Instructors	4,547	4,392	4,209	22,520	21,229	20,372
Director	592	592	444	2,960	3,552	2,293
Operating Expenses	0	20	0	135	803	439
Cost Share	550	550	550	2,750	2,750	2,750
<b>Total Expenses</b>	<b>5,689</b>	<b>5,554</b>	<b>5,203</b>	<b>28,366</b>	<b>28,334</b>	<b>25,854</b>
<b>Net Receipts of Expenses</b>	<b>332</b>	<b>446</b>	<b>445</b>	<b>3,647</b>	<b>666</b>	<b>3,429</b>
<b>Combined Receipts</b>	<b>166,525</b>	<b>152,688</b>	<b>152,226</b>	<b>889,817</b>	<b>907,805</b>	<b>874,624</b>
<b>Combined Expenses</b>	<b>168,052</b>	<b>176,442</b>	<b>162,611</b>	<b>829,582</b>	<b>877,892</b>	<b>842,237</b>
<b>Surplus / Deficit</b>	<b>(1,527)</b>	<b>(23,754)</b>	<b>(10,385)</b>	<b>60,235</b>	<b>29,913</b>	<b>32,388</b>



## Monthly Attendance and Revenue Report

As of May 31, 2017

Date	Service	Attendance '17	Prior Year '16	Offering '17	Prior Year '16
<b>5/7/2017</b>	1st Service	162	150	6,602	16,010
	2nd Service			-	-
	Other Service				
	Credit Card/Office			3,525	5,498
	<b>Total</b>	<b>162</b>	<b>150</b>	<b>10,127</b>	<b>21,508</b>
<b>5/14/2017</b>	1st Service	198	164	3,110	4,280
	2nd Service				-
	Other Service			-	
	Credit Card/Office			1,309	768
	<b>Total</b>	<b>198</b>	<b>164</b>	<b>4,419</b>	<b>5,048</b>
<b>5/21/2017</b>	1st Service	181	179	2,908	3,299
	2nd Service			-	
	Other Service				
	Credit Card/Office			942	808
	<b>Total</b>	<b>181</b>	<b>179</b>	<b>3,850</b>	<b>4,107</b>
<b>5/28/2017</b>	1st Service	101	162	14,597	3,179
	2nd Service				-
	Other Service			-	
	Credit Card/Office			1,207	1,068
	<b>Total</b>	<b>101</b>	<b>162</b>	<b>15,804</b>	<b>4,247</b>
<b>5th Sunday 2016</b>	1st Service		113		4,571
	2nd Service				
	Other Service				
	Credit Card/Office				75
	<b>Total</b>	<b>0</b>	<b>113</b>	<b>-</b>	<b>4,646</b>
<b>Total for month</b>		<b>642</b>	<b>768</b>	<b>34,198</b>	<b>39,556</b>

<b>Additional Offerings May 2017</b>	
<b>Dedicated Fund Offerings</b>	
Organ Fund	\$ -
Arcaida Cares Packathon	\$ -
Music Fund	\$ 9.00
Handbells	\$ 20.00
Youth Ministries	\$ 362.96
Tanzania Mission Project	\$ 160.00
People Serving People	\$ -
<b>Subtotal</b>	<b>\$ 551.96</b>
<b>Special/Other Offerings</b>	
Holiday	\$ -
Flowers	\$ 170.00
Souper Bowl	\$ -
Navajo Mission	\$ 1,110.00
Other Designated Gifts	\$ 5,000.00
ELCA	\$ 1,000.00
<b>Subtotal</b>	<b>\$ 7,280.00</b>
<b>Total Additional Offerings</b>	<b>\$ 7,831.96</b>

	<b>Year</b>	
	<b>2017</b>	<b>2016</b>
	4 wk month	5 wk month
Sunday Plate Offering	34,198	39,556
Loose	474	726
Other Source	0	693
<b>Subtotal Giving</b>	<b>34,672</b>	<b>40,975</b>
Total Offering	<u>34,672</u>	<u>40,975</u>
Total Budget	<u>25,821</u>	<u>30,935</u>
Differential	8,851	10,040

## Prince of Peace Bank Balances and Liabilities

### Bank Balances

Church	1/31/2017	2/28/2017	3/31/2017	4/30/2017	5/31/2017
General Checking	\$ 60,966.31	\$ 43,707.39	\$ 57,875.97	\$ 56,041.63	\$ 73,938.67
Dedicated Funds Savings *	\$ 152,144.43	\$ 179,470.46	\$ 187,427.21	\$ 189,220.30	\$ 177,440.72
Columbarium Checking - Moved to Dedicated List	\$ 7,604.33	\$ 9,406.64	\$ 9,406.64	\$ 9,406.64	\$ -
MIC Savings	\$ 2,222.31	\$ 2,212.36	\$ 2,202.42	\$ -	\$ -
<b>Total Church</b>	<b>\$ 222,937.38</b>	<b>\$ 234,796.85</b>	<b>\$ 256,912.24</b>	<b>\$ 254,668.57</b>	<b>\$ 251,379.39</b>
<b>Preschool</b>					
General Checking	\$ 130,102.85	\$ 144,168.18	\$ 156,118.35	\$ 151,315.95	\$ 133,105.27
Savings	\$ 100,989.06	\$ 100,991.38	\$ 100,993.95	\$ 100,996.44	\$ 100,999.02
<b>Total Preschool</b>	<b>\$ 231,091.91</b>	<b>\$ 245,159.56</b>	<b>\$ 257,112.30</b>	<b>\$ 252,312.39</b>	<b>\$ 234,104.29</b>
<b>Total at Wells Fargo</b>	<b>\$ 454,029.29</b>	<b>\$ 479,956.41</b>	<b>\$ 514,024.54</b>	<b>\$ 506,980.96</b>	<b>\$ 485,483.68</b>

Liabilities	Original Amount Owed	Amount Due 5/31/2017
Thrivent for Lutherans Mortgage	\$ 600,000.00	\$323,767.17

\* Note: See the Dedicated Tab for Dedicated Fund Savings Details.

## **\Pastor Rick's Church Council Report – For the June 13, 2017 Meeting**

### Highlights/Lessons of the Past Month:

- 1. Navajo Mission Trip** – In a word, tremendous. Thanks to Audrey for her leadership and Steve Edgar and Rueben Lara for serving as adult mentors/drivers/project leaders/overall good guys. POP's connection with the Navajo Mission is mutually beneficial and could be expanded with ongoing benevolence funding, student sponsorships and additional mission trips. Our youth group is not huge. However, the depth of relationships and spiritual growth shown by our teenagers is something to be immensely proud of.
- 2. Vacation Bible School** – In another word, energetic. Thanks to Angela for her leadership and for the 15+ volunteers for making this ministry happen. We have a tremendous group of teenagers who have taken leadership roles as group guides and a dedicated core of adult leaders to run activity stations. Out of the 49 children participating, approximately 1/3 are not POP members. In one case, a young boy who went to our preschool brought 6 of his neighborhood friends. This is one of the best outreach opportunities of the year.
- 3. Summer Pastoral Coverage** – I am very pleased with the positive response to Pastor Mary Louise Frenchman's worship leadership on 6/4. With Pastor Paul Nelson coming back for 3 Sundays and Pastor Frenchman coming back for 1 Sunday, I have complete coverage through September.
- 4. Council Changeover** – I want to thank Gail for setting a very positive tone for the new council and for hosting the first, informal meeting at her home on May 21. I have seen so many council people jump in to begin working in a positive direction in the past few weeks. I look forward to working with you all in a spirit of mutual support.
- 4. Pastoral Care Acts** – 3 memorial services, 1 wedding, 1 baptism
- 5. Pastoral Care Visits/Appointments** – 28

### Pastor Rick's Defined Goals:

#### **1. Renew Welcome Ministry**

Timeline: Sept. -Define Process with staff & volunteers; Dec. -100% contact with new visitors.

Progress: Meetings scheduled in June to determine extent of current visitor contacts and to begin drafting new process. Volunteer team recruitment to start immediately.

#### **2. Launch New Visitation and Care Ministry**

Timeline: full extent of program with depend on outcome of analysis of second pastor position.

Progress: Created initial task/questions list (attached to this document). Volunteer team recruitment to start when volunteer job descriptions is ready.

#### **3. Design and Develop New Internship Program**

Timeline: Start Oct 2017 based on progress of first two goals and council approval

Progress: Yet to begin

### Other Open Projects:

#### **1. Reporting Numbers**

Timeline: Launch in September, 2017

Progress: Conceptual document to be presented to council in Augustin including reporting format

### Upcoming Vacation/Continuing Education:

1. July 2 to 6 – Vacation (New York City)
2. July 26 to August 2 – Pastor Consortium in Idaho
3. August 31 to September 4 – Vacation (Return to CA to clean out my Dad's garage)



**New Visitation and Care Ministry  
Projected Launch Date: September 2017**

**Initial Tasks/Questions:**

1. Write initial mission/parameters of the ministry including name for ministry.
2. Write volunteer job description that outlines the duties of a volunteer, the expectation of commitment to the program (time or # of visits per month), expected team meetings and coordination parameters with the pastor/office staff.
3. Create covenant for team members.
4. Write operations document including team meeting schedule, staff coordination/tracking of visits, follow-up parameters, reporting procedures and skill building opportunities. This will include an after-visit form (electronic and paper) for reporting on individual visits.
5. How to advertise services in the congregation? We may get more people who come forward seeking visits if we let the congregation know this ministry is available.
6. Recruit initial team members. Do we have an initial team and then have defined open windows for new recruits to join?
7. Create initial training module for team members.
8. Create model for introducing team members to care recipients – Pastor Rick involved in some introduction meetings?
9. Create “calling card” or packet for team members to give to care recipients on each visit.
10. Create new portable communion kits based on existing materials.



**Draft Calendar Overview - Big Events (Revised: 6/8/17)  
August 2017 – July 2018**

**August 2017**

9<sup>th</sup> First Day of School - POP Preschool  
13<sup>th</sup> POP Preschool Teacher Blessing in Worship  
30<sup>th</sup> POP Preschool Parents Night

**September 2017**

30<sup>th</sup> POP Preschool 50<sup>th</sup> Anniversary Celebration

**October 2017**

21<sup>st</sup> Church Fall Bazaar  
27<sup>th</sup> POP Preschool Trunk or Treat  
29<sup>th</sup> Reformation/Confirmation Sunday

**November 2017**

22<sup>nd</sup> Thanksgiving Eve Worship with Gloria Dei and Ascension

**December 2017**

1<sup>st</sup> POP Preschool Family Movie Night  
7<sup>th</sup>/8<sup>th</sup> POP Preschool Christmas Program  
10<sup>th</sup> Sunday School Christmas Program 9:30AM  
24<sup>th</sup> Christmas Eve

**January 2018**

13<sup>th</sup> Saturday Night Marathon Worship 5PM  
14<sup>th</sup> P.F. Changs Marathon  
28<sup>th</sup> Possible Congregational Meeting????

**February 2018**

14<sup>th</sup> Ash Wednesday (Beginning of Lent)  
24<sup>th</sup> POP Preschool Ice Cream Social Fundraiser

**March 2018**

24<sup>th</sup> Arcadia Care Food for Kidz Packathon  
26<sup>th</sup> to 31<sup>st</sup> Holy Week

**April 2018**

1<sup>st</sup> Easter Sunday  
6<sup>th</sup> POP Preschool Transportation Day  
14<sup>th</sup> Annual POP Street Fair

May 2018

14<sup>th</sup> to 18<sup>th</sup> POP Preschool Teacher Appreciation Week

20<sup>th</sup> Possible Congregational Meeting??? Church BBQ???

22<sup>nd</sup> POP Preschool Achievement Ceremony (like graduation)

June 2018

4<sup>th</sup> to 8<sup>th</sup> POP Vacation Bible School

11<sup>th</sup> to 15<sup>th</sup> POP Children's Activity Camp????

27<sup>th</sup> to July 1 - 20<sup>th</sup> ELCA National Youth Gathering, Houston, TX

July 2018