

Prince of Peace Lutheran Church

Council Meeting

November 14, 2017

Time: 6:00 –8:00 p.m.

Location: Choir Room

Agenda

- A. Call to Order
- B. Executive Session re: medical leave of council member
- C. Learning Together – 10 minutes
- D. Opening Prayer/Concerns – 5 minutes
- E. Congregants Forum – 5 to 10 minutes
- F. Approval of Minutes of October 19, 2017 – 5 minutes;
- G. Council actions taken since last meeting
- H. Committee Reports: – 45 minutes (please submit written reports in advance of meeting)
 - 1. Standing
 - a. President's – Gail
 - b. Treasurer's – Les
 - c. Pastor's – Pastor Rick
 - 2. Special
 - a. Family and Youth Ministry –
 - b. Personnel Committee –
 - c. Arcadia Music Academy –
 - d. Preschool –
 - e. Vendor Selection Committee –
 - f. Team Encouragement –
 - g. Compassion Central
 - h. Governing Documents Review Committee –
- I. Unfinished business – 15minutes
 - 1. Pop Foundation donation
 - 3. Pledge campaign
 - 4. Budget process
- Jl. New Business – 15 minutes
- K. Announcements:
- L. Closing Prayer:
- M. Adjournment:

Consent Agenda for Council Meeting on 14 November 2017

1. Emergency Relief Motion

Pastor Rick is authorized to disburse the sum of up to \$1,000 from the Emergency Relief Fund pursuant to Resolution C12.05.A17 to be used toward payment of November rent or other necessities on behalf of (Authorized recipient previously disclosed to council members).

2. Arcadia Music Academy Instructor Standards and Selection Process.

The Council adopts:

1. The Standards for being selected as an instructor for the Arcadia Music Academy as set forth in Attachment A be adopted.

2. The process for selecting new instructors is:

a. Designated church staff shall process applications, including conducting interviews, conducting auditions, and contacting references. When satisfied the applicant meets the minimum standards, they shall forward the application, with a recommendation, to the Congregation Council.

b. The church staff designated to perform the tasks in paragraph a above are Keri Herding and Maria Renovato.

c. The Congregation Council shall make the final decision whether to approve the applicant.

3. Approval of Application of Anthony Acevado.

The Council approves the selection of Anthony Acevedo as an instructor for the Arcadia Music Academy on the same terms as other instructors.

4. Arcadia Music Academy Instructors becoming Independent Contractors

The Council approves that effective 1 January 2018, Arcadia Music Academy instructors will be independent contractors. The compensation for the instructors will be adjusted upwards to include the 7.65% employment tax (social Security and medicare) that was paid previously by Prince of Peace.

PRINCE OF PEACE LUTHERAN CHURCH

Church Council Meeting

October 19, 2017

Time: 6:00 -8:45

Location: Church Choir Room

Present: Gail Andrews; Steve Edgar; Carrie Goodman; Les Holland; Gwen Jacobs; Marilyn Schmidlin; Pastor Rick Sherrill; Jack Ranby; Anita Thorne

Excused: Dinky Snell; Martha Weld

Congregants: Jim Schmidlin; Teri Traaen; Frank Morris; Ellen Schoeneman; Scott and Nancy Stevens

TOPICS	DISCUSSION/DECISION/ACTION/EVALUATION
Call to Order	at 6:10 p.m. by Gail Andrews, president
Learning Together	Gail distributed a bracelet labeled Prince of Peace to those present. The Encouragement Committee's plan is to give a bracelet to all members and visitors.
Opening Prayer/Prayer Concerns	Omitted due to late meeting start.
Congregant Forum	<p>Terri distributed a copy of the agenda of a Meeting of Region 2 Bishops which will be held at this church in December. (copy attached). She briefly described what occurred at these meetings.</p> <p>She said someone in the congregation had expressed a need for additional handicap parking. Carrie and Jim agreed to look into handicap sign options.</p> <p>She recommended continued prayers for the clergy and congregants of the churches in Las Vegas who are dealing with stress following the mass shooting in the area.</p>
Approval of Minutes	Jack moved to accept the minutes of September 26, 2017 as corrected. MSC 9-0
Committee Reports Standing President	Gail asked members to write and group sign thank you cards to congregants for their service to the church. They also signed cards for those being confirmed in a few weeks.

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Treasurer	Les distributed and briefly reviewed the September financial statements. Report was accepted as submitted. (Copy attached)
Pastor	<p>Pastor's report is attached to minutes. In addition he reviewed a meeting he attended today with Arcadia area clergy and the Phoenix Chief of Police. The chief agreed to arrange for a police officer to talk with church members re: cell phone usage.</p> <p>Council having been notified of the 2018 medical insurance options available for Pastor Rick, Jack Ranby made the following motion: Keri is authorized and directed to enroll Pastor Rick in the gold level health care plan of Portico Benefit Services for 2018 benefit year. MSC 9-0</p>
Special	
Family and Youth Ministry	Report attached.
Arcadia Music Academy	In April there were 62 students and there are currently 82. There are requests for additional services. Maria and Keri are investigating hiring additional part time instructors. Jack moved that effective January 2018, AMA instructors will be independent contractors. The ratio of payment by the student shall be adjusted to increase the instructor by one half of the social security tax rate. MSC 9-0
Personnel	Jack moved to accept the 2017 staff reviews and goals for 2017-18. MSC 9-0
Preschool	Gwen reported on a meeting she attended the previous evening to help bridge a gap between the church and the preschool. She stressed that the preschool is a ministry of the church. This was followed by much discussion re: possible establishment of an Infant -Toddler Program and the options available for structural change to either build or remodel for a future facility.
Vendor Selection	Jim requested the church purchase the lock system for classrooms doors on the east side of the building identical to what is in Gangsie Hall. Anita moved to purchase the new lock system. MSC 9-0

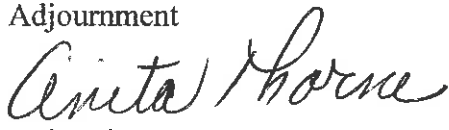
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Team Encouragement	Gail showed samples of bead bracelets Carrie and her children made, They will be distributed to new members. Audrey was also interested in having students make beads.
Visitation and care Ministry	Members of the congregation need transportation to come to church. These people need to be identified first. It was suggested that something to this effect be included in the next monthly newsletter.
Governing documents review	no report

Unfinished Business

Pastor/Council Goals for 2017	The goals for this year have been met. Additional goals need to be submitted.
PoP Foundation donation	on hold
Pledge campaign	Gail reported that people will be speaking in church for the next 4 weeks. Pledge letter will be mailed this week. The scheduled Sunday for pledge return is November 19.
Budget process	According to Gail, Keri is ready to begin the process.
New business	none
Announcements	none
Closing Prayer	Meeting concluded with the Lord's Prayer
Adjournment	8:45


Anita Thorne,
Secretary

MSC = Motion, Second, Carried followed by the vote.

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

	Monthly			Year To Date		
	Oct-16	October 17 Budget	October 17-Actual	2016 YTD Actual	2017 YTD Budget	2017 Actual
Receipts						
Envelope Pledged	19,407	25,163	21,773	249,513	257,177	234,243
Envelope Unpledged	3,763	5,000	5,185	40,740	42,177	36,479
Offerings - Loose	697	700	593	13,489	7,400	7,199
Other Source of Income	693	0	0	6,929	19,378	6,459
Special Offerings	49	200	137	4,357	4,400	3,895
Preschool Facility Cont.	14,087	14,087	14,087	140,875	140,875	140,875
Other Income	6,050	3,550	11,032	44,416	40,950	55,311
Youth and Family Ministry	0	0	0	0	0	0
Children's Ministry	0	0	0	5,270	1,700	2,020
Dedictaed Benevolence	0	0	0	897	750	1,610
Parish Education	0	0	0	0	0	0
Total Receipts	44,746	48,700	52,807	506,485	514,807	488,090
Expenses						
C. Council	0	45	0	1,579	(1,874)	490
Benevolence	2,050	2,150	2,050	21,700	22,900	23,125
Dedicated Benevolence	0	0	0	897	750	1,610
Outreach	464	324	769	2,591	3,516	2,684
Parish Education	0	25	0	94	250	331
Youth and Family Ministry	0	400	438	323	4,700	2,064
Children's Ministry	0	175	469	8,849	4,550	3,233
Worship	85	1,227	1,783	6,384	9,528	7,158
Digital & Media Minstry	126	220	98	2,477	2,660	1,751
Operations	8,502	11,870	12,459	109,957	114,500	121,657
Admin.	2,433	3,341	4,319	32,438	34,790	31,099
Long Term Debt	3,452	3,452	3,452	34,520	34,520	34,520
Pastor	9,877	10,420	10,264	98,629	103,973	103,714
Asst. Pastor	3,000	3,000	0	27,000	30,000	6,000
Youth & Family Director	3,833	3,910	3,910	38,333	39,062	39,062
Staff Education	0	120	60	575	1,400	1,040
Other Pastoral	0	0	0	400	400	1,700
Staff Compensation	10,402	12,313	10,741	115,137	122,419	112,121
Total Expenses	44,224	52,992	50,813	501,882	528,044	493,358
Net Receipts of Expenses	522	(4,292)	1,994	4,603	(13,237)	(5,267)
Preschool						
	Oct-16	October 17 Budget	October 17-Actual	2016 YTD Actual	2017 YTD Budget	2017 Actual
Tuitions and Fees	122,982	124,000	117,419	1,145,584	1,177,500	1,145,143
Expenses						
Salaries	90,118	93,427	91,405	804,055	859,431	822,351
Administrative	1,260	1,500	3,078	6,016	7,800	9,533
Cost Share	7,923	7,923	7,923	79,231	79,230	80,243
Discounts/Scholarship	2,780	4,340	2,417	26,818	36,000	26,749
Oper, Main & Other	6,354	15,353	11,082	97,433	115,371	103,125
Classroom Expense	840	1,180	508	10,015	14,435	13,113
Facilities Contr.	6,164	6,164	6,164	61,644	61,644	61,644
Total Expenses	115,439	129,887	122,577	1,085,211	1,173,911	1,116,756
Net Receipts of Expenses	7,543	(5,887)	(5,158)	60,373	3,588	28,387
Arcadia Music Academy						
	Oct-16	October 17 Budget	October 17-Actual	2016 YTD Actual	2017 YTD Budget	2017 Actual
Tuitions and Fees	5,945	4,600	5,831	49,654	46,900	44,090
Expenses						
Instructors	3,069	3,367	4,160	35,994	34,332	33,312
Director	592	592	232	5,921	6,512	3,405
Operating Expenses	0	20	0	135	1,606	869
Cost Share	550	550	550	5,500	5,500	5,500
Total Expenses	4,211	4,529	4,943	47,550	47,950	43,086
Net Receipts of Expenses	1,733	71	888	2,105	(1,050)	1,004
Combined Receipts	173,672	177,300	176,057	1,701,723	1,739,207	1,677,323
Combined Expenses	163,874	187,408	178,332	1,634,643	1,749,904	1,653,200
Surplus / Deficit	9,798	(10,108)	(2,275)	67,080	(10,698)	24,123

Monthly Attendance and Revenue Report
As of October 31, 2017

Date	Service	Prior Year '16	Attendance '17	Prior Year '16	Offering '17
10/1/2017	1st Service	140	134	\$ 2,423	\$ 4,977
	Credit Card/Office			\$ 5,883	
	Total	140	134	\$ 8,306	\$ 4,977
10/8/2017	1st Service	74	134	\$ 4,108	\$ 3,185
	Credit Card/Office			\$ 283	\$ 4,232
	Total	74	134	\$ 4,391	\$ 7,417
10/15/2017	1st Service	142	171	\$ 3,805	\$ 3,213
	Credit Card/Office			\$ 833	\$ 752
	Total	142	171	\$ 4,638	\$ 3,965
10/22/2017	1st Service	170	144	\$ 4,378	\$ 4,468
	Credit Card/Office			\$ 918	\$ 1,904
	Total	170	144	\$ 5,296	\$ 6,372
10/29/2017	1st Service	163	208	9,361	3,833
	Credit Card/Office			25	395
	Total	163	208	9,386	4,228
Total for month		689	791	32,017	26,958

Additional Offerings October 2017	
Dedicated Fund Offerings	
Organ Fund	\$ -
Arcaida Cares Packathon	\$ -
Music Fund	\$ 11.00
Handbells	\$ 20.00
Youth Ministries	\$ 65.00
Tanzania Mission Project	\$ 160.00
POP Family Support	\$ -
Subtotal	\$ 256.00
Special/Other Offerings	
Holiday	\$ -
Flowers	\$ 50.00
Souper Bowl	\$ -
Navajo Mission	\$ -
Shoes	\$ 50.00
ELCA	
Subtotal	\$ 100.00
Total Additional Offerings	\$ 356.00

Year	2016	2017
	5 wk month	5 wk month
Sunday Plate Offering	\$ 32,017	\$ 26,958
Loose	\$ 607	\$ 593
Other Source	\$ 693	\$ -
Subtotal Giving	\$ 33,317	\$ 27,551
Total Offering	\$ 33,317	\$ 27,551
Total Budget	\$ 31,852	\$ 30,863
Differential	\$ 1,465	\$ (3,312)

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	6/30/2017	7/31/2017	8/31/2017	9/30/2017	10/31/2017
General Checking	\$ 60,966.31	\$ 43,707.39	\$ 57,875.97	\$ 56,041.63	\$ 73,938.67	\$ 62,774.72	\$ 57,650.38	\$ 53,002.31	\$ 36,404.12	\$ 35,984.14
Dedicated Funds Savings *	\$ 152,144.43	\$ 179,470.46	\$ 187,427.21	\$ 189,220.30	\$ 177,440.72	\$ 171,838.98	\$ 170,226.34	\$ 179,702.62	\$ 179,975.77	\$ 176,153.72
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	\$ -	\$ -					
Total Church	\$ 222,937.38	\$ 234,796.85	\$ 256,912.24	\$ 254,668.57	\$ 251,379.39	\$ 234,613.70	\$ 227,876.72	\$ 232,704.93	\$ 216,379.89	\$ 212,137.86
Preschool										
General Checking	\$ 130,102.85	\$ 144,168.18	\$ 156,118.35	\$ 151,315.95	\$ 133,105.27	\$ 105,553.54	\$ 151,101.47	\$ 160,812.10	\$ 145,169.81	\$ 145,547.18
Savings	\$ 100,989.06	\$ 100,991.38	\$ 100,993.95	\$ 100,996.44	\$ 100,999.02	\$ 101,001.51	\$ 101,004.08	\$ 101,006.66	\$ 101,009.15	\$ 101,011.72
Total Preschool	\$ 231,091.91	\$ 245,159.56	\$ 257,112.30	\$ 252,312.39	\$ 234,104.29	\$ 206,555.05	\$ 252,105.55	\$ 261,818.76	\$ 246,178.96	\$ 246,558.90
Total at Wells Fargo	\$ 454,029.29	\$ 479,956.41	\$ 514,024.54	\$ 506,980.96	\$ 485,483.68	\$ 441,168.75	\$ 479,982.27	\$ 494,523.69	\$ 462,558.85	\$ 458,696.76

Liabilities	Original Amount Owed	Amount Due 10/31/2017
Thrivent for Lutherans Mortgage	\$ 600,000.00	\$313,500.14

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

Pastor Rick's Church Council Report – For the November 14, 2017 Meeting

Highlights/Lessons of the Past Month or so:

- 1. Healing Prayers** – This time around the altar after worship services continues to be both well-received and very meaningful. This has given me the opportunity to be in much better touch with the congregation and has brought spiritual breakthroughs for people. Praise God!
- 2. Romans Bible Study (Monday nights, Wednesday mornings)** – We continue to have a solid group of between 20-25 people involved in one of these groups. I look forward to more opportunities to use my teaching gift soon.
- 3. Trunk or Treat (Oct. 27)** – The church was well represented with 10 official trunks and another 8 people who helped distribute candy and well wishes. My personal highlight was seeing Jack Ranby kneeling to talk to small children as he gave them candy. This event continues to grow and is a prime opportunity to reach out to our preschool community and beyond. I highly recommend a church leader step forward to serve on the planning and implementation team with the goal of further expanding our goal of reaching out to our community.
- 4. Confirmation/Reformation Service (Oct. 29)** – Kudos to Allen Quie, Lynne McGinley and Kay Cook for putting together top-notch music. The service was a blessing to everyone, especially the youth and their families. We are blessed to have so many faith-filled teenagers in our midst.
- 5. All Saints Xeriscape Garden Blessing (Nov. 5)** – Each family who gave money to buy a tree (or the equivalent) was presented a “tree plaque” to place on one of the trees as a way to honor or remember a loved one. The area is beautiful. Once again, thanks to Jacob and Jordan Lara and their parents for helping to make this project come to life.
- 6. Pastoral Care Acts** – 3 memorial services, 7 affirmations of baptisms (confirmation), 1 wedding
- 7. Pastoral Care Visits/Appointments** – 28

Pastor Rick's Defined Goals (See “Discussion Points” below)

Other Open/Upcoming Projects:

1. Reporting Numbers

Timeline: Launch in January 2017

Progress: Postponed until December council meeting. Other ministry launches have been prioritized. We can look at this as a pilot project in 2018.

Upcoming Vacation/Continuing Education:

1. December 26 to January 3, 2018 – Winter break (no travel plans yet)

Discussion Points:

1. PR/Council Shared Goal #3 (POP Internship) – It is my opinion that this goal should be officially removed from the list at this time. I continue to think that POP would make a tremendous teaching site for a future ELCA pastor and that a vast majority of the congregation would embrace this opportunity to invest in and learn from a pastoral intern. It would be a two-way highway of blessing for us and for the intern. However, I also think this is not the right time from a political standpoint. The Grand Canyon Synod, our interim bishop and synod staff have shown no openness or interest in partnering to make an internship happen at POP and in some cases, have shown active opposition. With a new Bishop set to be elected and installed in the summer of 2018 and a likely change in synod staff soon thereafter, I am very hopeful that we will have the opportunity to build the necessary partnership then. I would recommend that the internship concept not be abandoned and in fact talked about in council in early 2018 in preparation for seeking congregational buy-in and ultimately approval at a congregational meeting in the fall of 2018.