

Grace Lutheran Voters Assembly - 6/30/2019

Call to Order: Congregational President, Troy Leach called the meeting to order at 11 am.

Opening Prayer: Elder Scott McComas opened the meeting with a prayer.

Adoption of Minutes: The minutes of March 24, 2019 were accepted as presented.

Unfinished Business: Playground is completed and dedicated last Sunday. Pastor would like to thank everyone that helped in the process. Bill Krause reported on the financial review this year of Church, Scouts, LWML and YOG. He reported all the reviews were all in order and up to regulations.

Changes in Communicant Roster: Henry (Hank) Knaust has been removed due to death. Cheryl Rose, Joe Nguyen, Maureen and Catherine Baldwin are added as new members.

Pastor's Report: Pastor reported that he has found a replacement Pastor to fill in when he is gone on the Holy Land cruise. He participated in a workshop for pastors in Chicago this past month which was well received. Bible study will resume after September.

Christian Education Report: Cindy would like to thank all the Sunday school teachers for their dedication to teaching our young people. Better Together in May had a BBQ and open house. There was 45 students involved this year. Women's Bible study just started back up and will be held for the next four Saturdays.

TEC Report: Jim Taylor wants to remind us that we can use our prayer chain for both good and not so good news. He said Jocelyn Hotzler is working and revamping our information folder for first time visitors. Jim said that they are trying to use social media more like the NextDoor site. Still need a chairperson for the congregation picnic in September. Bert Rapp put out a article for Helping Hands of Grace that helps others in the congregation that needs help around their home. VBS was completed in June and went great. Thanks to all the volunteers for all the help that made this so successful. Would like to have more help next year with the workday to get all the tasks that need to be completed before VBS even starts.

Elders Report: Elder Scott McComas presented the report; a copy is attached.

Boy Scouts Report: Scott McComas, the Chartered Organization Representative for the Scout Troop presented the report; a copy is attached.

Trustees Report: Trustee Jocelyn Hotzler presented the report; a copy of the report is attached. Motion: Approve bid of Skyline Roofing to fix the fascia boards for \$1416.00. After a vote the motion carried.

Treasurer's Report: Treasurer Judy Wolf presented the Financial Report for the period ending May 2019; a copy of the report is attached. After discussion, the report was accepted as presented. Pastor reminded us that we need to bring our giving up to the sustainable level which is not happening right now. He appreciates all that we have done to respond to the need but it needs to be all of us not just a few of us.

New Business: Shade structure is here but we need to have money to put it up. Looking for ideas for fund raising suggestions, if you have any ideas please let Cindy know.

Announcements/Communications: No announcements or communications at this time.

Adjournment: Troy Leach adjourned the meeting at 11:55 am. The Common Doxology was sung by all.

Respectfully Submitted

A handwritten signature in cursive script that reads "Annette McComas". The signature is written in black ink and is positioned below the typed name.

Annette McComas, Secretary

Grace Lutheran Church
Second Quarter All-Members Voter Assembly
Order of Business
Sunday, June 25, 2019, 11:00 am

Call to Order

Opening Prayer – Elder

Adoption of Minutes

Unfinished Business

- Playground Wrap Up
- Financial Review Committee Report - Church, Scouts, LWML, Yog

Changes to Communicant Roster - Pastor

Pastor's Report- Pastor

Reports and Resolutions of Boards and Officers

Christian Education Report (Sunday School, YOG, FYSH) – Cindy

The Evangelism Committee (TEC) Report – Jim T
VBS Wrap Up

Elders Report – Scott
Scout Report

Trustees Report – Jocelyn

Treasurer's Report - Judy

New Business

- Shade Structure – Fund Raiser Suggestions
-

Communications/Announcements

Adjourn – Common Doxology

Congregational Internal Control Review

Grace Lutheran Church

6190 Telephone Road

Ventura, California 93003

Enter the year or period of time of the financial review 1 January – 31 December, 2018

Date review completed May 22, 2019

Financial Review Committee:

<u>Bill Krause</u>	(Bill Krause, Chairman)
<u>Bob Likins</u>	(Bob Likins, Member)
<u>Cynthia Burell</u>	(Cynthia Burell, Member)

FINDINGS:

- a. Grace Lutheran Church financial records from March and May 2018 were reviewed and found to be in good order.
- b. Youth of Grace (YOG) financial records from 2018 were reviewed and found to be in good order.
- c. Lutheran Women's Missionary League (LWML) financial records from 2018 were reviewed and found to be in good order.
- d. Boy Scout Troup 128 financial records from 2018 were reviewed without any errors being discovered.

SUGGESTION:

1. Standard Operating Procedures (SOP) be prepared for check signers unless they already exist.

Grace Lutheran Church Voter's Assembly – June 30, 2019

Elders and Boy Scout Troop Report

Board of Elders have welcomed Brian Sherman and Steve Poelstra as Elders since the March Voter's Assembly.

Elders and Pastor are continuing to consider one or two more candidates for Elder position.

Elders and Pastor are reviewing communion statement in worship bulletin to update/change. Pastor will gather other examples and send to Elders for review next meetings.

Communication: LCMS "Joy To The World" National Offering initiative for 2019 to 2021. Will introduce program in church newsletter, then following, will make the brochures and LCMS President's letter available in Narthex.

BSA Troop 128 Report by Scott McComas, Chartered Organization Representative

Activities since last report :

- **4/26-28/19** Troop 128 attended Sespe District Camporee, at McGrath State Beach, Ventura. Our troop was one of over 100 troops from all around the county, including a few new girl troops. Troop 128 also achieved the *Honor Troop* recognition which is accomplished by *all* Scouts in *each* Patrol finishing *all* events and finishing with high scores.
- **5/4/19** The troop's Spring Court of Honor/ Troop 60th Anniversary was held in the church's picnic area and went very well. There were several past Scoutmasters, Eagle Scouts, numerous Scouters, parents, and friends in attendance to commemorate. There was plenty of food, camaraderie, laughs, and sunshine. There was also a special recognition for Michael Ashley, the outgoing Scoutmaster for the last 12 years within this troop.
- **6/8/19** Troop Service Project this time was to assist in finishing the Playground area. There were several Scouts, Scouters, and parents involved in spreading mulch, leveling and securing the entrance ramp, and positioning and reinstalling some containment borders.

Major events-

- June-** Philmont Scout Ranch in New Mexico, several Troop members are currently attending;
- July-** Summer camp @ Camp Winton Boy Scout Camp (Sierra Nevada Mtn. Range);
- Ongoing-** Various merit badge activities and preparations for the major camp events.

Troop Fundraising:

- June 1, 2019-** Ojai Valley Cycling event.
- July 4-** Parking and refreshments at Ventura College fireworks.

Cong. Sec.

Elder's Visitation Log – June, 2019

June 18, 2019 – Tuesday (2:15PM) Pastor Koch and I visited Helen Henke in her home, and Helen received communion.

June 18, 2019 – Tuesday (3:10PM) Pastor Koch and I visited Gladys Markow in her home, and Gladys received communion.

June 25, 2019 – Tuesday (2:05PM) Pastor Koch and I visited Helen Allen at Brady's Butterfield Inn, and Helen and her daughter Pam received communion.

June 25, 2019 – Tuesday (3:10PM) Pastor Koch and I visited Ila Knight at the Victoria Care Center, and Ila received communion.

Trustee Report
Voters Assembly
June 30 2019

Exercise shed was broken into in April - Scott McComas repaired the door and the lock. Nothing was stolen, as far as we know - it was just someone looking for a place to sleep. Scott has also been upgrading the electrical outlets in rooms 1-8 and the kitchen, and down on the patio.

Bert replaced the floppy weather stripping on this --→ door

He also replaced the valve & hose on the toilet and the sink in the bathroom by Pastor's office

Lori, Troy, Bev & I painted 1-8. Lyle & I got everything off the wall and started the patching before we went out of town - and Troy and John finished up the patching and practically rebuilding some parts of the wall. Some of the items we took off the wall were so stuck on there, including being sealed by paint, that they took parts of the wall with them when we pulled them off. Total cost - just over \$250, since we used volunteer labor! We seriously wouldn't be able to keep this place together without the people who volunteer to help.

Speaking of volunteer opportunities - the trees in the parking lot need some trimming. I don't want them scalped as in years past, just trimming the lower branches which are kind of looking like long beards. Any ideas or volunteers?

I had the painter come and paint the eaves along the parking lot, at a cost of \$910. They were peeling after our rains of last winter. The painter discovered there is roof damage causing the dripping water that is responsible for the peeling paint. It's necessary to have the roofer patch the holes (from birds) and the edge between the gutter and the boards. This is at a cost of \$1460, which is much less than the cost of repainting again and the certainty that the boards are going to rot and need replacing if we don't fix the leaks.

The trustees bring a motion to approve the bid of Skyline Roofing to repair this area at a cost of \$1460.

The roofer will also be taking care of the rusty overhang at Room 16; the leak coming down thru the smoke alarm and wall heaters in Room 8; and a leak coming down into a closet in the choir room.

~Jocelyn Hotzler, Head Trustee~

GRACE LUTHERAN CHURCH
EXPENSE DETAIL
2019 FIVE MONTH EXPENSE DETAIL

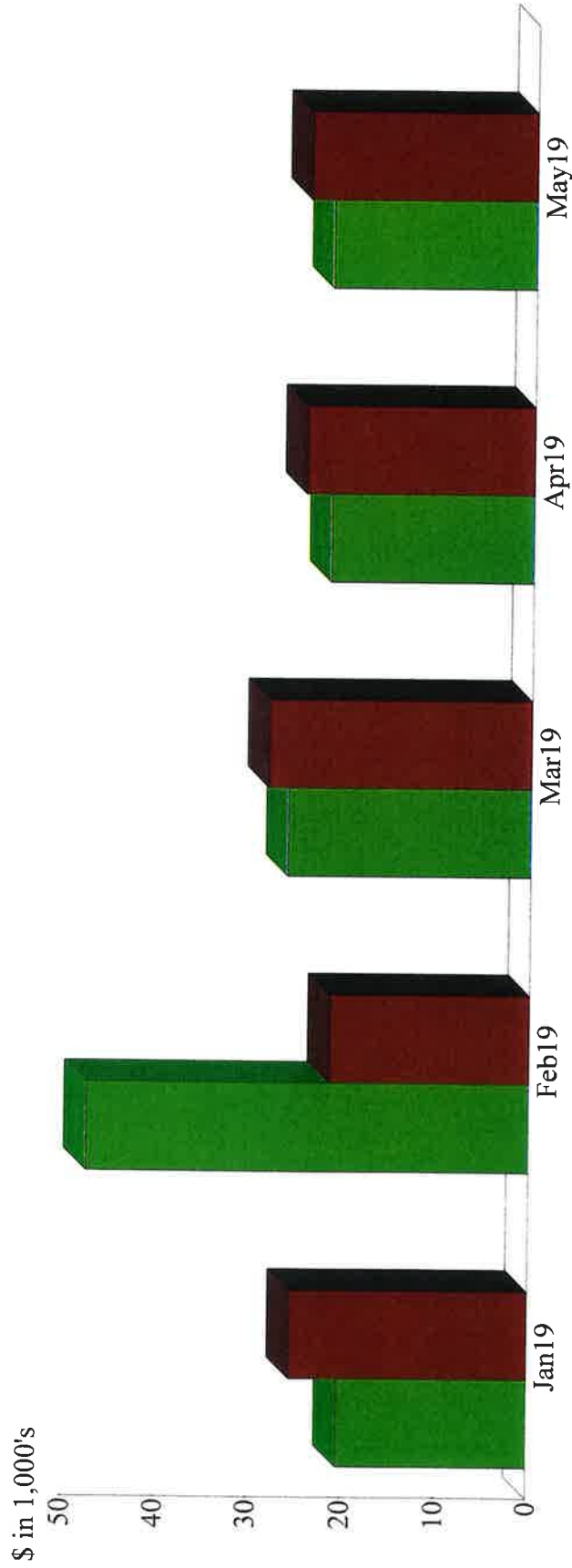
ACCT NO.	ACCOUNT	ACTUAL	5 MONTH BUDGET	DIFFERENCE	CURRENT YEAR BUDGET
5100	Christian Outreach				
5180	District/Synod Support	11,551	10,417	(1,134)	25,000
5185	Convention Assess	470	198	(272)	475
5189	Mission Work/Local	2,500	2,500	-	6,000
5190	Other Outreach	-	417	417	1,000
	Total	14,521	13,532	(990)	32,475
5200	Pastoral Support				
5201	Salary/Housing	46,739	46,875	136	112,500
5205	Employee Benefits	15,934	15,352	(582)	36,844
5206	H.S.A.	2,956	2,875	(81)	6,900
5209	Automobile Mileage	-	719	719	1,725
5212	Conference/Workshop	1,553	1,250	(303)	3,000
5213	Continuing Education	-	125	125	300
5219	Guest Pastor	-	417	417	1,000
	Total	67,182	67,613	(431)	162,269
5300	Worship Support				
5301	Organists	7,515	5,960	(1,555)	14,300
5302	Accompanists	2,120	2,120	-	5,150
5303	Music Director	3,960	3,960	-	9,500
5321	Altar Supplies	387	417	30	1,000
5324	Music	-	104	104	250
5363	Social Ministry	341	313	(28)	750
5390	Other Worship	286	313	27	750
5300	Worship Support Other	1,527	1,144	(383)	2,300
	Total	16,136	14,331	(1,805)	34,000
5500	Christian Stewardship				
5512	Convention Expenses	-	-	-	-
5513	LWML Conv. Expenses	-	-	-	-
5528	Offering Envelopes	-	188	188	450
	Total	-	188	188	450
5600	Christian Growth				
5641	Vacation Bible School	715	417	(298)	1,000
5645	Portals Of Prayer	313	250	(63)	600
5663	Evangelism Plan Cmte	-	313	313	750
5665	Common Places	-	208	208	500
5690	Other Growth	-	42	42	100
	Total	1,028	1,230	(202)	2,950

Acct No.	Account	Actual	5 Month Budget	Difference	Current Year Budget
5700	Youth Programs				
5701	Better Together Admin.	1,000	750	(250)	1,800
5749	Educational Materials	-	42	42	100
5766	Young Adults		417	417	1,000
	Total	1,000	1,209	209	2,900
6000	Administration				
6020	Office/Book Supplies	214	333	119	800
6025	Advertising/Web Service	378	542	164	1,300
6026	Software	-	83	83	200
6030	Postage	163	167	4	400
6051	Office Equip. Lease	2,185	2,500	315	6,000
6052	Equip. Maintenance	-	42	42	100
6070	Bookkeeper	-	-	-	-
6075	Payroll Costs	834	833	(1)	2,000
6090	Other Administration	-	42	42	100
	Total	3,774	4,542	768	10,900
6300	Church Property				
6371	Internet	1,208	833	(375)	2,000
6372	Church Utilities	5,841	6,667	826	16,000
6373	Insurance	6,801	2,917	(3,884)	7,000
6374	Maintenance/Repairs	2,754	5,000	2,246	12,000
6376	Ground Mainenance	236	250	14	600
6380	Modular Registration	142	125	(17)	300
6382	Church Property Tax	-	354	354	850
	Total	16,983	16,146	(837)	38,750
	Transfer to Designated Acct	2,500	2,500	-	6,000
	Transfer to Des sig. Bd Fund	833	833	-	2,000
	Reimbursed Fees	(1,077)	(1,306)	229	(3,135)
	Total Expenses	123,686	120,650	(3,036)	289,559

Y.T.D. INCOME	110,233
Y.T.D. EXPENSES	<u>123,686</u>
DIFFERENCE	(13,452)

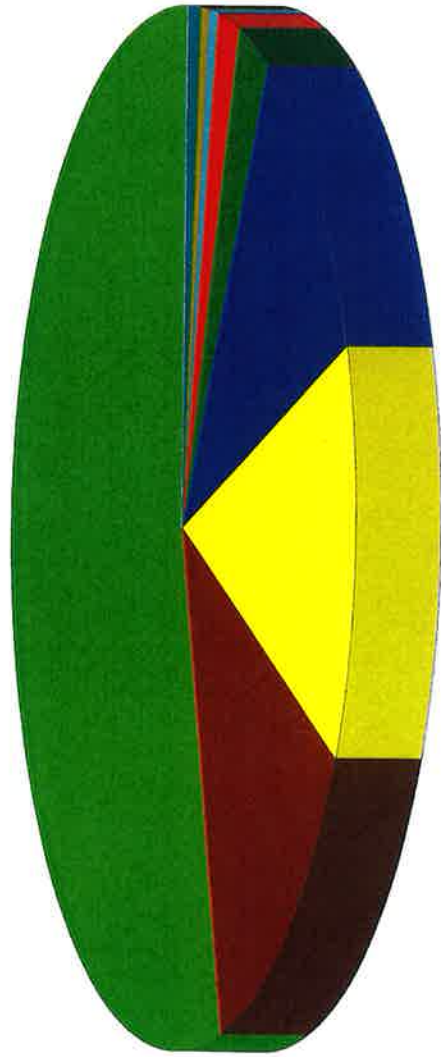
Income and Expense by Month
January through May 2019

Income
Expense



Expense Summary
January through May 2019

5200-Pastoral Support	54.20%
6300-Church Property	13.70
5300-Worship Support	13.02
5100-Outreach	11.71
6000-Administration	3.04
Transfer to Designated MM Funds	2.02
5600-Growth	0.83
5700-Christian Youth	0.81
Transfer to B.D.F	0.67
Total	\$123,956.92



By Account