

Grace Lutheran Voters Assembly Minutes- 5/20/2018

Call to Order: Congregational President, Jim Taylor called the meeting to order at 11:05am.

Opening Prayer: Elder Chair Troy Leach opened the meeting with prayer.

Adoption of Minutes: The minutes of the February 20,2018 meeting were accepted as presented.

Changes in Communicant Roster: Alex Ackerman was accepted to membership through profession of faith and Mary Bek was removed from membership by her death.

Pastor's Report: Pastor announced that the current mid-week Bible Study has ended and another will begin in the fall. He reminded everyone of the Sunday morning Bible Study after worship. He announced that he leads a worship service for the residents of the Townhouse on the last Sunday of each month and visits shut-ins with Jim Bailey's assistance. He also spoke about his upcoming month long sabbatical beginning the last Sunday in July through August. He also announced the upcoming ordination of Matt Knauss- Behal on June 24th.

Unfinished Business: Jim Taylor presented the first reading of the amendments to the Church By-Laws; Pages 4 and 12. Page 4 under **Article V- A.** changing the word October to 4th quarter. And page 12 under **I. Board of Finance** changing again the word October to 4th quarter. The second reading and adoption will be held at the September meeting.

Christian Education Report: Cindy Koch prepared the report that was provided to voters as a handout. A copy of the report is attached. Alyssa Poelstra thanked everyone on behalf of the Better Together community for the use of the church campus and the congregation's support. And she spoke about this amazing outreach.

TEC Report: Bill Krause presented the report; a copy of the report is attached.

Elders Report: Elder Troy Leach announced the appointment of Brian Milton as Elder to complete their vacancy position. He announced that the congregation would like to recognize church organist Terry Murphy on June 10th so look for a Love Offering basket to donated to that gift. Troy also gave some logistics for the BBQ being planned for Matt Knauss' ordination on June 24th.

Scouts Report: Scott McComas, the Chartered Organization Representative for the Scout Troop and church presented a detailed report. A copy of the report is attached.

Trustees Report: Trustee Jocelyn Hotzler presented the report; a copy of the report is attached. One motion was presented by the Trustees.

Motion: To ratify the allocation of \$1,900 payable to Skyline Roofing for the repair of the roof at the northwest corner of Room 5. The funding source is Major Maintenance. The motion carried.

Jim Taylor gave an update on the Playground project. He also thanked Brian Sherman and Lyle Hotzler for their patient work on this project.

Treasurer's Report: Treasurer Judy Wolf presented the Financial Report for the first quarter ending March 2018; a copy of the report is attached. Pastor Koch explained the graph included in the report. After discussion, the report was accepted as presented. Pastor talked about stewardship and giving. Pastor also announced the ability to use the Clover Gives website as an option for online giving. There are flexible giving plans available on the site.

New Business: None

Announcements: Jim Taylor reminded everyone about the church website and all information concerning church business found there.

Patrice Lambourne thanked the congregation of Grace for the use of facilities for the Quilters who have distributed 600 quilts for the recent fire and slide victims. She announced that there were still 400 + names on the list.

Paul Mayer thanked everyone who contributed to the meal for this meeting.

Jim Knapp announced that the church receives partial donations from anything purchased through Smile.Amazon.com just by signing up.

Jim Taylor announce that VBS will not be planned this year, but the committee is gearing up for 2019.

Adjournment: Jim Taylor adjourned the meeting at 12:05 pm.

Respectfully Submitted

A handwritten signature in blue ink that reads "Barbara Smith". The signature is written in a cursive, flowing style.

Barbara Smith, Secretary

BY-LAWS

ARTICLE I – ADMISSION INTO MEMBERSHIP

A. BAPTIZED MEMBERSHIP

1. Reception:

Baptized members are received into membership in this congregation through the Sacrament of Holy Baptism, through transfer, or with the consent of both parents or guardians in the case of children who have been baptized in another Christian congregation.

2. Duties:

Baptized Members shall conform their lives to their baptismal vows.

B. COMMUNICANT MEMBERSHIP

1. By confirmation

Confirmation itself being a reception into church membership, all who are thus received by this sacred act become communicant members.

2. By transfer

Persons coming with a communicant letter of transfer from a congregation in church fellowship, provided they conform in all requirements of membership of this congregation, shall be received by the Pastor, whose action is to be approved in a subsequent meeting of the Voters' Assembly.

3. By Declaration of Faith

Persons seeking membership and fellowship, holding membership in other Lutheran Bodies shall sign a Declaration of Faith, attend and complete an Adult Inquiry Class, and have their reception as members approved by the Voter's Assembly.

- E. The January regular meeting shall be designated as the annual meeting. The business of the annual meeting may be divided between the January meeting and special meetings in the preceding months of November or December.
- F. The meetings shall be conducted according to good Christian Order. Robert's Rules of Order may be followed for parliamentary procedure.
- G. No one shall bring to any meeting a charge or complaint against any member, or against the Pastor(s) or the teacher(s), unless he has first acted in accordance with Matthew 18: 15-20.
- H. Only Voting Members present at the meeting shall have the right to Vote. The Pastor and President are included in the voting membership.
- I. In matters of doctrine and conscience, unanimity shall be required for final decision; but authority and jurisdiction to so decide shall be always subject to provisions of Article III and V of the Constitution. Except as specified in Article XIII of the Constitution and Article XII of the By-Laws, all other matters shall be disposed of by a majority vote.

ARTICLE IV – ORDER OF BUSINESS

The general order of business shall be:

- 1. Opening Devotions
- 2. Roll Call
- 3. Adoption of Minutes
- 4. Changes in Communicant Roster
- 5. Reception of New Voting Members
- 6. Pastor's Report
- 7. Unfinished Business
- 8. Reports and resolutions of Board s and Offices
- 9. New business
- 10. Communications
- 11. Announcements
- 12. Adjournment and Prayer

ARTICLE V – ELECTION AND INSTALLATION OF OFFICERS

- A. The annual election of Officers shall be held during the regular October meeting of the Voters' Assembly. The election shall be by ballot and shall be held in such a manner that only one office at a time is elected. Nomination of candidates for respective offices shall be made by a nomination committee and from the floor.

4th Qtr

- 10 Shall make and issue keys for church property and keep and review annually a list of keys issued.
- 11 Shall annually check adequacy of all types of insurance and negotiate insurance contracts.
- 12 Shall check all property twice a year for fire hazards.
- 13 Shall exercise good stewardship of congregational property by ongoing inspections.
- 14 Shall enlist work crews for special repair, improvement, cleaning, painting, decorating, landscaping and other projects.
- 15 Shall investigate and make recommendations on possibility of purchasing supplies cooperatively with neighboring church to achieve large-purchase economics.
- 16 Shall study and recommend policies regarding union labor, fair employment practices, etc., to be applied to suppliers and to the congregation.
- 17 Shall obtain legal information necessary for wise consideration of contracts, deeds, etc., by the congregation.
- 18 Shall sign official documents and contracts that have been negotiated and approved by the congregation.
- 19 Shall obtain legal information of the laws governing non-profit organizations.
- 20 Shall study and make recommendation on advisability of making voluntary payments for governmental services in lieu of taxes.

I. BOARD OF FINANCE

1. Shall consist of at least three members; Financial Secretary, Treasurer and the chairman of the Board of Trustees.
2. Shall prepare the congregational budgets and submit them for approval to the Voters' Assembly at the October Voters' Assembly. A member of the Board of Elders shall assist with considerations concerning church worker remunerations.

4th Q Tr.

ARTICLE X- THE EVANGELISM COMMITTEE

Board of Christian Education

ADULTS:

- **Bible Study** Sunday Morning 10:45am (Pastor)
 - Studying the Book of James
- **Bible Study** Wednesday Night 6:30pm (Pastor)
 - “The Faith and Your Faith” 7-week study finishes up this week
 - Summer Break for Wed. night studies until September
- **Men of Grace** Saturday mornings 7:30am
- **Women’s Bible Study** Saturday mornings 10:30am
 - Completed 8-week study on Woman: The Forgotten Story, 4-weeks on Psalms
 - Volunteers were part of a podcast study on this topic – in the process of being edited and released by 1517 podcast network!
 - “Bound or Free?” A women’s study on Romans in June

KIDS:

- **Sunday School** Sunday 10:45am
 - Faithful WONDERFUL teachers!! Please thank Billie Hayes, Barb Smith, Bert & Renee Rapp, Carol Knaust, Brooke Milton, and Karra Koch.
 - STILL LOOKING for 2 teachers: Week 1 Teacher, Week 2 Craft.
 - Middle/High School just began Apologetics Study with fun videos led by Karra.
- **Knights and Roses** Wednesday 6:30pm
 - Finishing up our spring session this week!
 - Knights & Roses Sunday is May 27th
 - 4 new kiddos joined this session!!!
- **YOG** Wednesday 6:30pm
 - 6 kids regularly attending
 - Going through books that apply Lutheran theology to real life issues.

OUTREACH:

- **VBS**
 - Taking a break this year
 - Timing and planning didn’t work out with leadership
 - Will be team gathering in January for summer 2019
- **Better Together**
 - Mission of Grace Lutheran Church
 - Directly involved in 25 families year-round (classes, chapel, field trips, Lent & EASTER!)
 - Serving the homeschool community on a large scale in Ventura

- 6 independent organizations support the mission by teaching classes for Grace
- Over 100 families are involved with BT classes on a weekly basis
- Open House was displayed to show the amazing things we do here together.
- Thank you to members who support this mission!
 - Teachers/Board: Barb, Pam, Laura, Brian, Pastor, Karra, Alyssa, Cindy, Troy
 - All members who joined us a BBQ Open House! THANKS FOR YOUR HELP!!

GRACE LUTHERAN CHURCH, VENTURA

The Evangelism Committee (TEC) Agenda

Meeting Dates: ~~February 27~~; April 24; June 26; August 28; October 23 (and as needed)

Members: Sharon Knapp (LWML)
 Jocelyn Hotzler (Trustees and Choir)
 Jim Burell (Elders)
 Jim Knapp (Member-at-large)
 Bill Krause (VP, Committee Chair)

Events for Year 2018:

DATE	EVENT	IN CHARGE/POC
3 rd Wed @ noon	Just Older Youth (JOY)	John Beck
February 4	Boy Scout Sunday w/pancake breakfast COMPLETED	Scott McComas
February 14	Ash Wednesday COMPLETED	Church Calendar
Feb 21 – Mar 21	Potlucks (Soup Suppers) through Lent COMPLETED	LWML
March 20	First monthly Church Council meeting COMPLETED	Jim Taylor
April 1	Easter Egg Hunt COMPLETED	Alyssa Poelstra
April 1	Easter breakfast after 9:00 Service COMPLETED	Pam Mayer
May 1 @ 6:30	LWML dinner speaker is Tom Hilton of Proj Understanding	Pam Mayer
May 4	Better Together Homeschool Co-op Open House	Cindy Koch
May 20	First Congregational Voters' Assembly and potluck	Jim Taylor
June 5	Ventura Voter Polling host (Judy Wolf & Pam Mayer)	Sara Acosta
June 24 @ 4:00	Ordination for Matt Knauss	Pastor Koch
Sept 30 ??	Church Picnic (need tables & shelter in place)	TBD
Oct 7	LWML Sunday	Pam Mayer
Oct 28	Trunk or Treat	Cindy Koch
Oct ??	Bratfest	MOG
Nov ??	Samaritans Purse shoebox relay center	Pam Mayer
Dec ??	Petal Pushers	Jim Taylor
TBD	Slide presentation of Luther 500 th Anniversary trip	Pastor Koch
TBD	Blood Drive	Sara Acosta

Grace Lutheran Church – Voter's Assembly 20 May, 2018

Boy Scout/Troop 128 Report

Submitted: Scott McComas,

Elder- G.L.C.;

Chartered Organization Representative- Troop 128, B.S.A. - Ventura County Council, Sespe District

My report will explain and clarify new programs Boy Scouts of America has rolled out for 2018 and 2019. Then I will let you know about the accomplishments and activities so far this year with the Boy Scout troop we charter here at Grace.

Some of you may or may have heard that BSA is allowing girls into the Scout program and they are calling it the "Scout Me In" campaign. This began in October 2017 with the younger Cub Scout levels (which serve youth ages 5 to 10). And they were able to officially enroll January of this year in an Early Adopter program, by Summer of this year, ALL councils will be able to register girls in Cub Scouts. Please note that for many years, Cub Scouting has been family-orientated and many Cub Scout Dens and Packs allowed the sisters of Cub Scouts to participate in their activities, but couldn't "officially" earn the belt loops and ranks. Cub Scout packs also conduct Family Camps where all have an opportunity to participate. This program will still be called Cub Scouts.

Recently, B.S.A. announced full rollout of registering girls into the Scout program serving ages 11 through 17. The name will be changed from "Boy Scouts" to "Scouts BSA". As you can imagine, this decision has ignited various reactions, pro and con from within the organization and without, such as Girl Scouts of America. I'd also like to mention here that B.S.A. has had co-ed programs for decades: Venturing, Exploring, STEM Scouts, and Sea Scouts. I participated for many years in the Exploring program in the late 1970's and 80's.

Here are some facts (from FAQ's):

- **Scouts BSA** program launches February 2019;
- **Eligible age:** completion of 5th grade *and* at least 10 years old; or earned Arrow of Light in Cub Scouts *and* at least 10 years old; or 11 years old, but not yet 18 years;
- **Scout Program:** curriculum will remain as it is currently offered;

Adult leadership: a boy troop and girl troop will *not* share the same Scoutmaster or Assistant Scoutmasters. The boy troop will have all male

Grace Lutheran Church - Voter's Assembly 20 May, 2018

Boy Scout/Troop 128 Report , continued

adult leaders and the girl troop will consist of female adult leaders. Their roles, duties, and obligations to their respective troops will remain the same ;

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- **Troop/Parent Committee:** the chartered organization (such as Grace Lutheran Church, Ventura) can decide if they want the same or separate committees. This also applies to The Chartered Organization Representative;
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- **Youth:** troops will consist of either all boys or all girls;
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- **Meetings:** Based on the chartered organization preference, the boy troop and girl troop can meet at the same time and place; the opening and closing of the meetings can be together or separate, but the other components of a Scout meeting should be run separately;
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- **Events:** boy troops and girl troops can attend events together, but the Patrol Leader's Councils of each troop should be responsible for planning their respective troop activities;
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- **Outings:** boy troop and girl troop can coordinate outings together if they are Scout-related and follow the *Guide to Safe Scouting* and current *Youth Protection* guidelines;
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- **Courts of Honor:** can be held jointly if the chartered organization chooses;
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- **Council and District Events:** can be conducted for boy and girl troops if they and follow the *Guide to Safe Scouting* and current *Youth Protection* guidelines;
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- **Chartered Organization:** is not required to offer a program for girls, but can decide which programs will best serve needs of their community. A C.O. can continue to offer Scouting for boys, or may choose to add an older girl unit.

That's pretty much summarizes the major points of this program. More information can be acquired on the B.S.A. website: www.scouting.org.

Grace Lutheran Church - Voter's Assembly 20 May, 2018

Boy Scout/Troop 128 Report, continued

Now, I would like acquaint you with what our Troop 128 has been doing this year.

The troop currently consists of 25 Scouts, the Scoutmaster,, 10 Assistant Scoutmasters, and a Parent/Troop Committee of several adults who conduct the behind-the-scenes business of the troop.

This troop has recently honored it's 140th Eagle Scout since it's original inception in 1965 with more boys working toward their Eagle rank.

Activities and events since January of this year:

January - Winter Camp at Camp Wortman (about 60 miles east of Fresno)

February - 4 *Scout Sunday* was recognized during our church worship service followed by a pancake breakfast for church members prepared and served by our troop.

10 Grace Service Project where Scouts and adults cleaned up around the portables and assisted with General Cleaning in the rooms and church;

16 Winter Court of Honor ceremony held at Grace;

March to May - Kayak building sessions in preparation for the troop's mid-June 50 mile bi-annual Colorado River trip. Some of you may remember this troop was featured in last August's issue of Scouting Magazine about their previous trip;

April - 13 & 20 Participated multi-troop cleanup of McGrath State Beach in preparation for the Sespe District Camporee to be held there instead of Camp Willett in Ojai Valley due to fire and rain damage. I might add the State Park Service waived the campground fee because they did such an above and beyond fabulous job;

May - 11 Spring Court of Honor held at Grace;

June - 9 Grace Service Project where I'm working with the Trustee Board to

identify projects the troop can serve us here;

Following the service project, an Eagle Court of Honor and Bar-B-Q is planned here at Grace.

And, lastly, one of the Scouts from this troop received a citizen's Life Saving Citation Medal from the Ventura County Fire Department earlier this month at the Department's Annual Awards ceremony held at Padre Serra Church in Camarillo.

This concludes my report. Thank you.

Trustee Report
Quarterly Voters Meeting
May 20, 2018

Speed bumps

We added two speed bumps to the church parking lot in April and May. This was to help protect you from the neighborhood speedsters who like to cut through our parking lot at warp speed, especially in the mornings. This had NOTHING to do with any drivers in our congregation, who are always careful, and everything to do with your safety.

Thank you to Dave Hofferbert who had a drill that would go through asphalt so he could drive in the spikes to hold the bumps since none of our adhesive held for very long!

Cleaning/Better Together

Better Together is donating \$1200 toward cleaning this year. As a result, we are going to stop trying to get new people to clean the chapel (no one signed up so it's always the same people). The cleaning service will clean the chapel, the bathrooms and the area around the chapel; plus rooms 14 & 16 and their bathrooms. This comes to \$120 a month, which is more than the \$1200 – but we are developing a schedule of reduced cleaning of the classrooms during the summer months, so we can stay within the Better Together donation and not go over our cleaning budget. Excuse the pun, but it's a wash.

Siding on portables

Siding was repaired on the portables and it looks so much nicer.

Carpet Cleaning

We obtained a quote for \$1,000 to clean the carpets so Judy Wolf & I cleaned carpets & pews in the chapel ourselves. We plan to do the classrooms too.

Floor stripping

Cleaning service has been stripping and resealing the floor in the kitchen and rooms 1-8.

Roof

During the rain in March & April, we developed several roof leaks – Room 5, Room 16, over the ficus in the entryway, over the choir & Scout room. Finally found the right roofer (third roofer was the charm), who came out the day after I called and repaired the leaks a week later.

Motion: To ratify the allocation of \$1900.00 payable to Skyline Roofing for the repair of the roof at the northwest corner of Room 5. The funding source is Major Maintenance.

~Jocelyn Hotzler~
"The" Trustee

GRACE LUTHERAN CHURCH
Expense Detail
3 Months Ending March 2018

Acct No.	Account	Actual	3 Months Budget	Difference	Current Year Budget
5100	Christian Outreach				
5180	District / Synod Support	7,022	6,250	(771)	25,000
5185	Convention Assess	488	125	(362)	500
5189	Mission Work - Local	1,500	1,500	-	6,000
5190	Other Outreach	-	250	250	1,000
	Total	9,010	8,125	(885)	32,500
5200	Pastoral Support				
5201	Salary	27,056	27,306	250	109,225
5205	Employee Benefits	9,144	8,925	(219)	35,699
5206	H.S.A.	1,669	1,700	32	6,800
5209	Automobile Mileage	-	431	432	1,725
5212	Conference & Workshop	1,692	1,250	(441)	5,000
5213	Continuing Education	-	75	75	300
5219	Guest Pastor	-	500	501	2,000
	Total	39,561	40,187	630	160,749
5300	Worship Support				
5301	Organists	1,260	1,260	-	5,040
5302	Accompanists	4,520	3,500	(1,020)	14,000
5303	Music Director	2,370	2,375	5	9,500
5321	Altar Supplies	-	250	250	1,000
5324	Music	70	63	(8)	250
5363	Social Ministry	161	188	28	750
5390	Other Worship	405	188	(217)	750
5300	Worship Support - Other	623	550	(73)	2,200
	Total	9,409	8,373	(1,035)	33,490
5500	Christian Stewardship				
5512	Convention Expenses	-	450	450	1,800
5513	LWML Conv. Expenses	-	175	175	700
5528	Offering Envelopes	343	100	(243)	400
	Total	343	725	382	2,900
5600	Christian Growth				
5641	Vacation Bible School	-	250	250	1,000
5645	Portals Of Prayer	145	150	5	600
5663	Evangelism Plan Cmte	-	125	125	500
5665	Common Places	-	125	125	500
5690	Other Growth	51	25	(26)	100
	Total	196	675	479	2,700

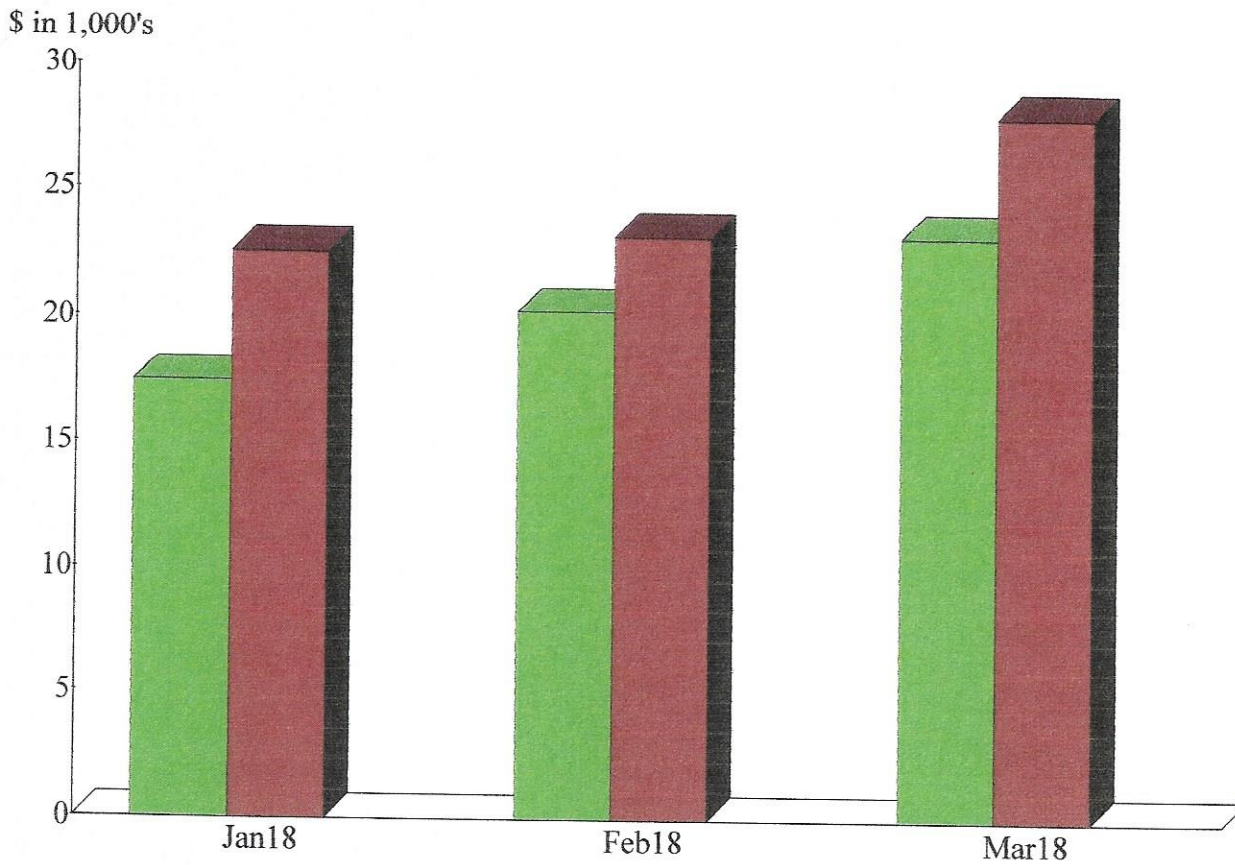
GRACE LUTHERAN CHURCH
Expense Detail
3 Months Ending March 2018

Acct No.	Account	Actual	3 Months Budget	Difference	Current Year Budget
5700	Christian Youth				
5749	Educational Material	-	25	25	100
5766	Young Adults	-	250	250	1,000
	Total	-	275	275	1,100
6000	Administration				
6020	Office / Book Supplies	150	200	50	800
6025	Advertising / Web Service	185	150	(35)	600
6026	Software	72	125	53	500
6030	Postage	56	100	44	400
6051	Office Equipment Lease	1,291	1,500	209	6,000
6052	Equipment Maintenance	-	25	25	100
6070	Bookkeeper	-	125	125	500
6075	Payroll Costs	464	475	11	1,900
6090	Other Administration	-	50	50	200
	Total	2,218	2,750	532	11,000
6300	Church Property				
6371	Internet	400	400	-	1,600
6372	Church Utilities	3,372	4,500	1,128	18,000
6373	Insurance	6,178	1,750	(4,428)	7,000
6374	Maintenance and Repairs	1,813	1,750	(63)	7,000
6376	Ground Maintenance	-	150	150	600
6380	Modular Registration	64	63	(1)	250
6382	Church Property Tax	-	206	206	825
	Total	11,827	8,819	(3,008)	32,275
	Transfer to Designated Acc				
	Major Maintenance	1,500	1,500	-	6,000
	1St Qtr. Total Expenses	74,063	71,499	(2,564)	286,000

Y. T. D. Income	63,080
Y. T. D. Expenses	<u>74,063</u>
Difference	(10,983)

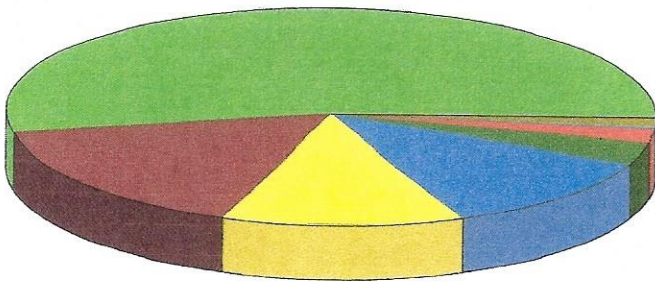
Income and Expense by Month
January through March 2018

Income
Expense



Expense Summary
January through March 2018

5200-Pastoral Support	53.71%
6300-Church Property	16.07
5100-Outreach	12.20
5300-Worship Support	12.08
6000-Administration	3.04
Transfer to Designated MM Funds	2.03
5500-Stewardship	0.46
5600-Growth	0.41
Total	\$73,857.03



By Account