

## St Stephen Lutheran Church

### Church Council Meeting Minutes, January 8, 2023

Marla Amborn (for Mira Stearns) called the meeting to order at 7:10 p.m.

**Present:** Pastor Jim Woodruff, Patsy Olson, Betsy Clark, Marla Amborn, Judee Bramscher

**Absent:** Ken Smith, John Rohr, Mira Stearns

**Devotions:** No devotions tonight.

**Prayer Concerns:** Annette Johnson. Continue to pray for the U of M engineering students in Tanzania. Solveig Hansen & John Kvasnicka (they are in Ilula, Tanzania now). John Rohr's mom Blanche and family ongoing prayers. Patsy's uncle Gary. Wayne Steady ongoing prayers. Marla's friend Barson's daughter Sonia. Pray for God's guidance on our work on the 2023 church budget.

**Approval of Minutes:** Minutes for December (with revisions) reviewed, no changes.

*A motion was made by Betsy Clark seconded by Pastor Jim to approve the December Council minutes as revised. Voted on and carried unanimously.*

**Adjustments to the Agenda:** No agenda provided. Meeting will focus on 1) December 2022 treasurer's report; 2) 2023 Budget discussion; 3) Vote on 2023 Council President; 4) Nominating Committee Update. Will present information out of usual order as follows:

- 1) Pastor Jim will present a small Pastor's report.
- 2) Elect 2023 Council President
- 3) Nominating Committee Update
- 4) Treasurer's report (December 2022) and Proposed 2023 Budget

**Pastors' Reports** – Pastor Jim Woodruff and Pastor Juli Thompson

Thanks to everyone who has served on council (Ken Smith, Betsy Clark, Judee Bramscher, Mira Stearns). December month busy with Christmas season, worship services, etc. Christmas cleanup busy last Thursday, inside and outside. New refrigerator got delivered same time. Two snow days on Wednesdays which cancelled GAP and meal. Also affected Beers and Carols at the The Dugout. In February, youth having a fundraising dinner for their trip to Alaska. 13 kids (between Redeemer and St. Stephen) going. Contract with Stratus Building Solutions continues to go well. Albert Ireland is doing well and comes in on Monday and Friday during the day. 2023 Budget will be discussed later in meeting. Pastor Juli's report also presented for council members to read.

**Ministry Team Reports** – No reports.

**New Business:**

Election of 2023 Council President – Pastor Jim

Marla Amborn willing to serve as President for 2023. Marla posed question: Since Jim and Marla have related kids, is there any conflict of interest with Marla being President? Council members did not feel there was any conflict.

*A motion was made by Pastor Jim and seconded by Patsy Olson to approve Marla Amborn as 2023 Council President. Voted on and carried unanimously.*

**Old Business:**

Nominating Committee – Betsy Clark

Ted Field has agreed to be Vice President. Per Constitution, he will need to be voted in at the annual meeting along with the other officers (treasurer, council secretary, financial secretary). Betsy Clark is willing to be Council Secretary. Patsy Olson is willing to continue as Treasurer. Patsy would like to resign from this position some time in 2023. She mentioned Mary Beth Skunes as someone who would be good in the position. Betsy must ask Brad Wilm if he is still willing to serve as Financial Secretary. Betsy still needs to look for 2023 Nominating Committee members. Ken Smith has agreed to serve on this. Judee was asked if she would like to serve on the committee. She will think about it. Betsy will also ask Mira. Can have two outgoing council members on the committee.

**Treasurer's Report** – Patsy Olson

Treasurer's Report placed here as Council will immediately discuss 2023 Proposed Budget after this.

Balance Sheet: Total cash assets: Checking \$90,197.95. Savings \$32,824.87. CDs totaling \$48,317.05. Grand total \$196,839.87.

Benevolence Fund: Net income balance of \$667.11. For the year, benevolence has been distributed as follows: Synod/ELCA \$12,000; WAPO \$125; Lukani \$5,400.04; Tecate \$1,200; Ukraine Relief \$5,400.04.

Capital Fund: Net income \$80,770.86. NHN reflects additional rent of \$500 over budget as they paid January's rent in December 2022. Capital Fund Envelope Giving for 2022 was \$22,331.83. Total Capital Fund Income was \$126,717.89. On expense side, the Capital Fund Expenses – Other of \$45,947.03 reflected new furnace, two sewer problems, and other smaller capital expenses.

Cash Reserve Fund: \$39,109.37 for the year. Original overall target was \$90,000 to be achieved in 3 years. That hasn't happened. Will continue with cash reserve fund for the foreseeable future with the goal of reaching \$90,000 eventually.

Current Fund: Total income is \$366,158.29. We entered 2022 with a positive carry-over balance of \$9,139.16. Envelope Income received (\$279,509.07) was \$41,169.93 BELOW what was budgeted (\$320,679). Additional Income Needed (AIN) received (\$50,929) was \$3,316.33 BELOW what was budgeted (\$54,245.33).

Total expense is \$382,499.20. We have a deficit of (negative) \$-16,340.91 that must be carried over into 2023. Unfortunately, without the positive carry-over balance (\$9,139.16) from 2021, we would be even deeper in the hole at the beginning of 2023 with (negative) \$-25,480.07.

Special Designated Funds: Special Designated Accts \$27,912.42. There are a few accounts here that in the negative: 802.21 Refrigerator \$-2,104.55 (anticipate getting a check from the WIM for the new refrigerator and that will be zeroed out. 802.25 Landscaping \$-690.15 (will need to figure out what happened here). 802.30 Library \$-325.38 (WIM will plan on paying for the magazine subscriptions for 2023). General Funding Accts \$14,982.88. Tanzania Accts \$11,638.32. Tecate Accts \$0.00. Special Designated Memorial Accts \$14,227.83. **Total Income** \$68,761.45.

*A motion was made by Marla Amborn and seconded by Judee Bramscher to approve the Treasurer's Report (at the time of the vote for the proposed 2023 budget). Voted on and carried unanimously.*

## **PROPOSED 2023 BUDGET – Patsy Olson, Pastor Jim**

2023 Current Fund was discussed in great detail. Ted Field had sent email outlining that we cannot continue to go forward with ever increasing deficits. He is proposing that an ad hoc committee be formed immediately to investigate these issues. A long discussion ensued regarding the budget with the following proposals and motions generated:

Main Proposals to 2023 Budget following Discussion with Council Members:

- 1) Move the Savings CD 306508 86R of \$17,664.99 from CURRENT ASSETS into 2023 Current Fund Income as "Other Income" to negate the 2022 negative carry-over balance of \$-16,340.91. This would reduce the 2023 proposed AIN from \$77,778.15 to \$60,113.16.
- 2) Eliminate Social Media Admin job position at the end of February (2022 budget of \$5,464.18 reduced to 2023 budget of \$910).
- 3) Pastor Jim is requesting that he receive NO pay raise for 2023.
- 4) Other positions will receive raises as listed in the proposed 2023 budget

Proposed Budget 2023 Motion #1: Council will appoint an ad hoc finance and leadership committee to focus on financial strength and ministry of St. Stephen in 2023 and 2024 to be voted on at the February council meeting. Ted Field (2023 Vice President), Marla Amborn (2023 President), Pastor Jim, and Patsy Olson (Treasurer), will work together to identify and recruit members of this ad hoc committee.

*Motion was made by Marla Amborn and seconded by Pastor Jim to approve Proposed Budget 2023 Motion #1. Voted on and carried unanimously.*

Proposed Budget 2023 Motion #2: Council gives permission to release balance sheet Item #14 Savings CD 306508 86R of \$17,664.99 to be deposited into our checking account current fund.

*Motion was made by Patsy Olson and seconded by Marla Amborn to approve Proposed Budget 2023 Motion #2. Voted on and carried unanimously.*

Proposed Budget 2023 Motion #3: Proposed 2023 budget as amended (see motion #2 regarding CD above) be presented to the congregation at the annual meeting on January 29 for a vote.

*Motion was made by Marla Amborn and seconded by Judee Bramscher to approve Proposed Budget 2023 Motion #3. Voted on and carried unanimously.*

### **Review Council Meeting Highlights:**

1. Marla Amborn approved as 2023 Council President
2. Nominating Committee Update
3. Council to appoint an ad hoc committee to look at financial strength and ministry of St. Stephen in 2023/2024.
4. Proposed 2023 Budget was approved and will be presented at the Annual Meeting.
5. Annual Meeting Sunday January 29 1:00-2:30.

*A motion was made by Marla Amborn, seconded by Betsy Clark, to close the Council meeting. Voted on and carried unanimously.*

**Meeting adjourned at 9:15 pm**

**Closed with the Lord's Prayer**

Respectfully submitted,

Betsy Clark