

Congregational Meeting Agenda
August 12, 2018, 10:15 AM

- Call to Order with Opening Prayer
- Approval of May 6, 2018 Minutes
- Financial Report
 - Budget through July
 - Offerings and Other Income
 - Expenses
 - SEEDs Status
 - Realm Status
 - Building Committee “Adopt a Project” Report
- Ministries Report
 - Fellowship Ministry
 - New Chairperson:
 - Social/Outreach Ministry
 - New Direction
 - New Chairperson: Vickie Rogers
 - Building Committee
 - AC Unit Replacement
- Youth Ministry Plan and Staffing
 - Update since departure of Emily Work
- Council Priorities for Fall, 2018
 - Stewardship Campaign (September/October)
 - Co-Chairs Jim Lemaux and Kirk Helberg
 - Preparation of 2019 Budget
 - Nomination process for 2019 Church Council election
 - Future Leaders Initiative
- Closing Prayer and Adjourn

Tree of Life Lutheran Church

May 6, 2018

9:15

Meeting was called to order at 9:20 by Jack Zimmer, president.

Quorum was established.

Pastor Chris lead the members in an opening prayer.

Larry Klotz moved to approve the agenda. Dick Mong seconded. All were in favor and the motion passed.

Dick Mong moved to approve the minutes from the January 29, 2018 congregational meeting. Jim Lemaux seconded. All were in favor and the motion passed.

Garage Sale Report

Jeremie Brown reported that the garage sale goal was first to provide items for families in the community at reasonable prices and secondly to raise funds for the youth summer camps and the Youth Gathering in Houston. The amount needed was \$23,000. The first day of the garage sale was April 28 where \$16,710 was raised. April 29, the congregation bought \$611 in merchandise. An extra sale date was May 5 and \$5,303 was raised. Total was \$22,624. There are monies still coming in. Jeremie assured the congregation that the amount raised is over the \$23,000 needed.

Daphne Cox thanked all the volunteers for their time and devotion to the project for the community and the youth. Jack Zimmer called the effort "Tree of Life's finest hour".

Ministries Report

Jack shared that the ministry teams were a product of the Vision Team that worked in 2012 and 2013. The teams were put into place the winter of 2017 before Pastor Chris went on sabbatical. The council has empowered the members of the teams to continue their work.

Team	Team Leader(s)	Council Liason
Building	Chuck Will and John Baumgartner	Larry Klotz
Care	Stacy Kovar	Pastor Chris
Fellowship	Mary Ellen Moran	Annie Lindeman
Office	Bunny Stoutes	Jim Voltz
Social Ministry	Linda Baumgartner and Shirley Finke	Linda Baumgartner
Spiritual Growth (Adult and Youth)	Emily Work	Kevin Solberg and Annie Lindeman

Stephen Ministry	Mary Dinklage	Pastor Chris
Welcome Team –	Deb Zimmer and Judy Haight	George Timmins
Worship (Music)	John Burkwall and Jeremie Brown	Heidi Beckham
Worship Team	Susie Rust and Mary Nye	Susie Rust

Standing Committees Leaders

Financial Committee	Jim Voelz and Heidi Beckham
Stewardship	Kirk Helberg and Jim Lemaux
Nominating	Jack Zimmer and Larry Klotz

Liason

Richard Shaper
Kirk Helberg
Larry Klotz

Time and Talent Survey
 150 Family Units
 45 turned in survey
 20 are currently serving on council or on a team
 15 currently volunteer for at least one ministry
 12 indicated an interest and are currently not serving

Ministry team leaders have been encouraged to call the new members on their team and to keep them informed.

Financial Report

	Actual	Budget	Over/(Under)
Pledged	\$86,464	\$86,630	\$168.00
Unpledged	\$12,963	\$20,109	(\$12,370)
All Other	\$12,370	\$12,370	
Total	\$111,797	\$119,469	(\$7,672)

Jack Zimmer stated that we are on track, regarding the budget, with expenses.

Kathy Krauzer asked if the surpluses in the budget from the first quarter will be used up throughout the next three quarters. Zimmer’s response was yes.

Seeds Report

Balance - \$94,571
 Mortgage reduction – check sent during first quarter for \$10,420
 Loan to the Youth for camp and Youth Gathering early registrations – this will be repaid from the garage sale funds - \$15,130

Disaster Relief Fund - \$8,938

Building Projects

There are 9 building projects for a total of \$6,460 that members are encouraged to sponsor or co-sponsor.

Strategic Plan

Jack Zimmer reviewed the strategic plan. The document is attached.

Questions From the Congregation:

Diane Shaper – Can Realm be used for donating to a building project? Heidi Beckham responded that she will set it up and Realm will be available.

Dick Mong – Commented that the church is about promoting our future, our children. He was glad to see the support the congregation gave to the garage sale and the children. Dick also thanked Dennis McConnell for his five years of leadership.

Kim Thompson – Where is the Youth Gathering this summer? Pastor Chris shared that the Youth Gathering is in Houston this year. The last day, July 1, all church members are invited to attend the service at the Toyota Center.

With all business completed. Brian Chaffee motioned to adjourn. Larry Klotz seconded. All were in favor the motion passed.

Pastor Chris lead the congregation in the Lord's Prayer.

Respectfully submitted,

Linda Baumgartner

Recording Secretary

**TREE OF LIFE LUTHERAN CHURCH
OPERATING FUND REVENUES, EXPENSES & BUDGETS
THROUGH JULY 31, 2018**

	Actual		Budget			2018 Total
	July	Year to Date	Year to Date	Over/ (Under)	Percent	
Revenues:						
Pledged Offering	40,673.24	222,578.13	209,411.00	13,167.13	106.3%	356,218.00
Non-pledged Offering	6,451.10	36,464.09	50,893.00	(14,428.91)	71.6%	95,758.00
Other Revenue:						
Amazon Smile Foundation	0.00	128.44				
Camps/Retreats/Missions	2,672.24	18,364.94				
Car Seat Program	0.00	60.00				
Fusion	0.00	267.00				
Garage Sale	0.00	24,042.96				
Kroger Rewards	156.85	268.39				
Money Wall	0.00	1,919.00				
Murder Mystery	0.00	1,870.00				
Other	15.00	3,700.17				
Thrivent	0.00	1,912.00				
VBS Other	424.00	424.00				
VBS T-Shirts	232.00	1,138.00				
WATT	0.00	31.00				
Total Other Income	3,500.09	54,125.90	49,536.00	4,589.90	109.3%	69,136.00
Building Use Fees	60.00	5,553.05	1,400.00	4,153.05	396.6%	2,600.00
Interest	49.44	128.84	90.00	38.84	143.2%	120.00
Total Income	50,733.87	318,850.01	311,330.00	7,520.01	102.4%	523,832.00
Borrowed from (Repaid to) Seeds	(3,049.41)	12,001.37				
Total Available for Spending	47,684.46	330,851.38	311,330.00	19,521.38		535,833.37
Expenses:						
Staff:						
Assistant Office Manager:						
Salary	1,336.56	1,547.81	1,500.00	47.81	103.2%	2,600.00
Total Assistant Office Manager	1,336.56	1,547.81	1,500.00	47.81	103.2%	2,600.00
Associate Minister:						
Salary	1,050.00	7,350.00	7,350.00	0.00	100.0%	12,600.00
Total Associate Minister	1,050.00	7,350.00	7,350.00	0.00	100.0%	12,600.00
Cleaning Staff:						
Salary	1,250.00	8,750.00	8,750.00	0.00	100.0%	15,000.00
Total Cleaning Staff	1,250.00	8,750.00	8,750.00	0.00	100.0%	15,000.00

**TREE OF LIFE LUTHERAN CHURCH
OPERATING FUND REVENUES, EXPENSES & BUDGETS
THROUGH JULY 31, 2018**

	Actual		Budget			
	July	Year to Date	Year to Date	Over/ (Under)	Percent	2018 Total
Music Staff:						
Instrumentalist	0.00	0.00	300.00	(300.00)	0.0%	300.00
Organist/Choir Director	2,187.50	15,312.51	15,313.00	(0.49)	100.0%	26,250.00
Substitute Organist	0.00	150.00	150.00	0.00	100.0%	300.00
Total Music Staff	2,187.50	15,462.51	15,763.00	(300.49)	98.1%	26,850.00
Nursery:						
Salary	807.19	4,180.54	4,205.00	(24.46)	99.4%	6,815.00
Total Nursery	807.19	4,180.54	4,205.00	(24.46)	99.4%	6,815.00
Office Manager:						
Continuing Education	61.42	220.20	700.00	(479.80)	31.5%	1,200.00
ELCA Benefits	1,243.55	8,704.85	8,197.00	507.85	106.2%	14,052.00
Mileage	34.74	73.77	140.00	(66.23)	52.7%	240.00
Salary	2,082.50	14,464.14	14,025.00	439.14	103.1%	24,041.00
Total Office Manager	3,422.21	23,462.96	23,062.00	400.96	101.7%	39,533.00
Pastor:						
Continuing Education	0.00	1,398.00	1,858.00	(460.00)	75.2%	3,184.00
ELCA Benefits Package	3,321.90	23,253.30	22,169.00	1,084.30	104.9%	38,003.00
Housing Allowance	2,910.00	20,370.00	20,370.00	0.00	100.0%	34,920.00
Professional Expenses	240.00	945.53	1,077.00	(131.47)	87.8%	1,847.00
Salary	3,574.80	23,932.20	20,951.00	2,981.20	114.2%	35,916.00
Social Security Allowances	542.00	3,794.00	3,794.00	0.00	100.0%	6,503.00
Substitute Pastor	250.00	1,250.00	750.00	500.00	166.7%	1,500.00
Travel/Mileage	0.00	175.95	700.00	(524.05)	25.1%	1,200.00
Total Pastor	10,838.70	75,118.98	71,669.00	3,449.98	104.8%	123,073.00
Visual Tech.:						
Salary	210.00	1,470.00	1,470.00	0.00	100.0%	2,520.00
Total Visual Tech.	210.00	1,470.00	1,470.00	0.00	100.0%	2,520.00
Youth Director:						
Salary	1,476.33	13,026.40	13,475.00	(448.60)	96.7%	23,100.00
Total Youth Director	1,476.33	13,026.40	13,475.00	(448.60)	96.7%	23,100.00
Payroll Tax Expense	658.59	4,729.54	5,058.00	(328.46)	93.5%	8,638.00

TREE OF LIFE LUTHERAN CHURCH
OPERATING FUND REVENUES, EXPENSES & BUDGETS
THROUGH JULY 31, 2018

	Actual		Budget			2018 Total
	July	Year to Date	Year to Date	Over/ (Under)	Percent	
Total Staff	23,237.08	155,098.74	152,302.00	2,796.74	101.8%	260,729.00
Mortgage:						
Interest	4,171.13	29,125.57	29,604.00	(478.43)	98.4%	50,409.00
Principal	3,767.68	26,446.10	25,968.00	478.10	101.8%	44,857.00
Total Mortgage	7,938.81	55,571.67	55,572.00	(0.33)	100.0%	95,266.00
Administration:						
Computer/Software	448.01	4,611.56	3,900.00	711.56	118.2%	5,000.00
Copier, Lease & Maintenance	298.05	2,884.33	2,890.00	(5.67)	99.8%	5,090.00
Office Supplies	78.12	1,083.04	2,020.00	(936.96)	53.6%	3,000.00
Postage	5.33	165.54	240.00	(74.46)	69.0%	560.00
Telephone	1,256.52	2,434.00	2,255.00	179.00	107.9%	4,085.00
Total Administration	2,086.03	11,178.47	11,305.00	(126.53)	98.9%	17,735.00
Benevolence:						
Car Seat Expense	0.00	0.00	1,200.00	(1,200.00)	0.0%	1,620.00
Pastor Discretionary	0.00	1,466.55	500.00	966.55	293.3%	1,000.00
Synod Benevolence	2,000.00	14,000.00	14,000.00	0.00	100.0%	24,000.00
Total Benevolence	2,000.00	15,466.55	15,700.00	(233.45)	98.5%	26,620.00
Buildings:						
Building Maintenance	33.35	2,473.30	4,700.00	(2,226.70)	52.6%	9,000.00
Security	397.79	1,209.37	2,700.00	(1,490.63)	44.8%	3,480.00
Utilities:						
Electricity	3,110.85	8,958.04	7,680.00	1,278.04	116.6%	14,930.00
Electricity - Ideal Impact	174.73	1,731.62	2,070.00	(338.38)	83.7%	4,180.00
Natural Gas	20.49	438.76	170.00	268.76	258.1%	310.00
Water	1,864.96	2,735.77	2,400.00	335.77	114.0%	4,050.00
Total Utilities	5,171.03	13,864.19	12,320.00	1,544.19	112.5%	23,470.00
Total Buildings	5,602.17	17,546.86	19,720.00	(2,173.14)	89.0%	35,950.00
Education:						
Adult Education	25.94	350.06	460.00	(109.94)	76.1%	870.00
Confirmation	0.00	620.62	1,200.00	(579.38)	51.7%	2,000.00
Education Supplies	0.00	0.00	100.00	(100.00)	0.0%	200.00
Sunday School	0.00	134.83	250.00	(115.17)	53.9%	550.00
Total Education	25.94	1,105.51	2,010.00	(904.49)	55.0%	3,620.00

**TREE OF LIFE LUTHERAN CHURCH
OPERATING FUND REVENUES, EXPENSES & BUDGETS
THROUGH JULY 31, 2018**

	Actual		Budget			2018 Total
	July	Year to Date	Year to Date	Over/ (Under)	Percent	
Evangelism:						
Advertising	111.40	1,070.44	3,792.00	(2,721.56)	28.2%	6,500.00
General Outreach	212.02	717.70	4,212.00	(3,494.30)	17.0%	7,220.00
Image Rights	10.49	41.96	177.00	(135.04)	23.7%	400.00
Outreach Supplies	922.66	1,057.67	500.00	557.67	211.5%	1,000.00
Stephen Ministries	0.00	135.01	1,600.00	(1,464.99)	8.4%	1,800.00
Website Fees	176.19	493.23	500.00	(6.77)	98.6%	700.00
Total Evangelism	1,432.76	3,516.01	10,781.00	(7,264.99)	3.88	17,620.00
Fellowship:						
Fellowship Supplies	768.84	1,793.44	4,100.00	(2,306.56)	43.7%	6,000.00
Kitchen Supplies	0.00	89.98	370.00	(280.02)	24.3%	420.00
Total Fellowship	768.84	1,883.42	4,470.00	(2,586.58)	42.1%	6,420.00
Grounds:						
Lawn Service	1,200.00	4,200.00	4,200.00	0.00	100.0%	7,200.00
Trash Service	4.16	1,688.06	2,600.00	(911.94)	64.9%	4,400.00
Total Grounds	1,204.16	5,888.06	6,800.00	(911.94)	86.6%	11,600.00
Insurance:						
Church Liability Insurance	0.00	5,191.95	5,780.00	(588.05)	89.8%	11,560.00
Worker's Compensation	147.50	941.51	1,100.00	(158.49)	85.6%	2,200.00
Total Insurance	147.50	6,133.46	6,880.00	(746.54)	89.1%	13,760.00
Other Expenses:						
Bank Charges	175.27	1,274.87	940.00	334.87	135.6%	1,650.00
Council Misc	0.00	698.00	50.00	648.00	1396.0%	100.00
IRS 2010 Penalty	100.00	700.00	700.00	0.00	100.0%	1,200.00
Synod Conventions	0.00	0.00	540.00	(540.00)	0.0%	540.00
Total Other Expenses	275.27	2,672.87	2,230.00	442.87	119.9%	3,490.00
Stewardship	0.00	0.00	0.00	0.00	#DIV/0!	300.00
Worship & Music:						
Choir & Handbell Attire	0.00	0.00	100.00	(100.00)	0.0%	200.00
Choir Music	0.00	24.40	320.00	(295.60)	7.6%	700.00
Copyrights	0.00	574.00	730.00	(156.00)	78.6%	730.00

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OPERATING FUND REVENUES, EXPENSES & BUDGETS
THROUGH JULY 31, 2018**

	Actual		Budget			2018 Total
	July	Year to Date	Year to Date	Over/ (Under)	Percent	
Handbell Music	0.00	0.00	100.00	(100.00)	0.0%	100.00
Sanctuary Supplies	0.00	945.40	1,250.00	(304.60)	75.6%	2,910.00
Worship Planning	324.00	1,030.58	1,150.00	(119.42)	89.6%	2,500.00
Total Worship & Music	324.00	2,574.38	3,650.00	(1,075.62)	70.5%	7,140.00
Youth Ministry:						
Camp / Mission Trip	0.00	15,130.00	15,125.00	5.00	100.0%	15,125.00
VBS	447.12	117.12	3,100.00	(2,982.88)	3.8%	3,400.00
Youth Fellowship	529.62	1,389.55	1,500.00	(110.45)	92.6%	2,400.00
Youth Gathering	1,317.38	18,431.80	22,048.00	(3,616.20)	83.6%	26,940.00
Total Youth Ministry	2,294.12	35,068.47	41,773.00	(6,704.53)	84.0%	47,865.00
Total Expenses	47,336.68	313,704.47	333,193.00	(19,488.53)	94.2%	548,115.00
Net	3,397.19	5,145.54	(21,863.00)	27,008.54	-23.5%	(24,283.00)



Tree of Life
Congregational Meeting
August 12, 2018

Call to Order

Opening Prayer
Pastor Chris Lake

Approval of May 6, 2018 Minutes

Agenda

1. Financial Report

- Budget through July
- Offerings and Other Income
- Building Committee “Adopt a Project” Report

2. Ministries Report

- Fellowship Ministry
 - New Chairperson
- Social/Outreach Ministry
 - New Direction
 - New Chairperson
- Building Committee
 - AC Unit Replacement

Agenda

3. Youth Ministry

- **Update on staffing plan upon departure of Emily Work**
- **Recap of youth activities for summer of 2018**

4. Council Priorities for Fall, 2018

- **Preparation of 2019 Budget**
- **Nomination process for 2019 Church Council Election**
 - **Future Leaders Initiative**
- **Stewardship Campaign (September/October)**
 - **Co-Chairs: Jim Lemaux & Kirk Helberg**

Approval of Agenda

Financial Report

Budget Through July

	Actuals	Budget	Over/ (Under)
REVENUES			
Pledged Offerings	222,578	209,411	13,167
Non Pledged	36,464	50,893	(14,428)
All Other	59,807	51,026	8,781
TOTAL INCOME	318,849	311,330	7,520

Financial Report

Expenses

	Actual	Budget	Over/ (Under)
Staff	155,098	152,302	2,796
Mortgage	55,571	55,572	(1.00)
Admin/Benevolence	26,645	27,005	(359)
Building/Utilities/Grounds	23,434	26,520	(3,085)
Insurance/Other	8,806	9,110	(303)
Youth & Adult Ministry	36,173	43,783	(7,609)
Evangelism & Worship	5,399	15,251	(9,851)
Total Expenses	313,704	333,193	(19,488)
NET	5,145	(21,863)	27,008

Financial Report

Adopt-a-Project Report

Total Needed: \$6,460

Total Given: \$6,466

THANK YOU!

All projects are underway or have been completed with the help of our building team!

Ministries Report

Fellowship Ministry

No current lead to the Fellowship team

Currently taken care of by Daphne Cox, Camille Converse, and Kim Thompson

Ministries Report

Social Outreach

New Position! New Chairperson!
Vickie Rodgers!

Ministries Report

Social Outreach

Background

TOL has had a successful ministry to “reach out” and show Christ’s love (Family Promise).

Planned & developed a path to “re-engineer” this ministry.

TOL Long-Range Strategic Plan

- 1.To capitalize in our community’s mini-populations explosion, ramp up evangelism efforts to elevate TOL’s identity and public awareness;
- 2.Maximize our human resources and outreach connections through our active 150-200 family member units.

Ministries Report

Social Outreach

New Mission/Vision for Social Outreach Ministry

Mission: Identify, maintain and nurture the connections TOL members have in our community and nurture relationships with these groups to raise TOL identify while assisting these groups consistent with TOL vision, mission, goals and values.

Vision: Our community is well connected to TOL through our members. There are many churches in this county, but everyone knows about and appreciates TOL because of members they know.

Ministries Report

Social Outreach

What will our efforts produce in the next several years?

The Social Outreach Ministry will consist of many members who are tied to other community groups and will foster a win-win relationship between TOL and these groups.

Ministries Report Building Committee

HVAC Unit Replacement - Youth Rooms

**Luxury Air bid to replace defective system for \$6,570
New unit is a Trane 2.5 ton, 14 SEER horizontal gas box
unit. Turn key bid.**

Financial Resources Available:

Emergency Building Repairs Balance: \$5,124

Building Maintenance Budget Balance: \$2,900

Member Donations to Offset Unbudgeted Expense: \$____?

Youth Ministry

Update on Youth Director Position

Summer Youth Activity Recap

Lutherhill Ministries

Elementary: 24 participants

Confirmation: 22 participants

High School Gathering: 33 participants

Summer Youth Activity Recap

Vacation Bible School

- **Average of 80 kids a night**
- **First time special needs program by Brenna Chaffee**
- **More non-members than any year in recollection**

Council Priorities

2018 Stewardship Campaign

“Inviting All People to Christ’s Love”

**Three Year Program with Focus on
Our Mission at Tree of Life**

- **2018: Inviting All People to Christ’s Love**
- **2019: Including All People in Christ’s Love**
- **2020: Inspiring All People in Christ’s Love**

Council Priorities

2018 Stewardship Campaign

“Inviting All People to Christ’s Love”

2018 Five Week Schedule

- September 23: Campaign Kickoff**
- September 30: Christ’s Love and Inviting**
- October 7: Inviting Tree of Life Members to Christ’s Love**
- October 14: Inviting the Community to Christ’s Love**
- October 21: The Future of Inviting at Tree of Life**

Council Priorities for Fall 2018

- **Preparation of 2019 Budget**
- **Nomination process for 2019 Church Council Election**
 - **Future Leaders Initiative**

Closing Prayer

Motion to Adjourn