

Tree of Life Lutheran Church

Council Minutes

December 10, 2018

Members present – President -Jack Zimmer, Vice-President - Larry Klotz, Treasurer - Jim Voelz, Financial Secretary - Heidi Beckham, Pastor Chris Lake, Kirk Helberg, Annie Lindemann, Richard Schaper, Kevin Solberg, George Timmons, Susie Rust

Members not present – Secretary - Linda Baumgartner

Visitors – Stewardship Chairman - Jim Lemaux

Meeting was called to order by President Jack Zimmer at 6:37 PM and the opening prayer was led by Pastor Chris Lake.

**A. Consent Agenda**

1. Motion - Adopt tonight's agenda
2. Minutes - Approval of November 12, 2018 Council minutes
3. Acceptance of new members – Pam Burkwall, Jo Meyers, Jim and Georgia Patrick
4. George Timmons moved that the Consent Agenda be approved. Larry Klotz seconded. All were in favor and the motion passed.

**B. Financial Report**

Jim Voelz reported that November income was back to usual projections and that expenses were at or below budget. Additional funds came by way of memorial from the family of Mary Ellen Moran. Funds were borrowed from SEEDS (\$16000) to pay for camp reservations (prepay takes advantage of substantial tuition discount). Larry Klotz moved that the financial report be accepted. Richard Schaper seconded. All in favor and the motion passed.

The Rhelm update was given by Heidi Beckham, reporting that efforts to encourage its use continue.

**C. Pastoral Report**

Pastor Chris reported that funeral services were to be held this month for Mary Ellen Moran and for Flo Stiverson. Four of our members hospitalized for surgeries included Dennis Cartwright, Linda Baumgartner, Karen Proctor, and Kenny Grigsby and all were recovering. A lift has been ordered to change our sanctuary and parking lot lights. Planning continues for our three Christmas Eve services.

**D. Old Business**

I. President Jack Zimmer reported that the Council Policy Manual and Employee Policy Manual continued to be in progress.

II. **ACTION ITEM:** Kevin Solberg is going to talk with Megan Dillan about the Memorial Walk brochure in order to have the brochure by the January 20, 2019 Congregational meeting. Larry Klotz suggested we include a photo of a finished brick in the brochure.

We have 3 bricks to engrave, with a 4-6 week turnaround. We want to include one for Pastor Klein, founding Pastor of TOL, as well. Larry Klotz and Pastor Chris agreed that initial attempts to remove bricks were very difficult. **ACTION ITEM:** Linda Baumgartner is to speak with Linda Bliese to locate the file of veteran names (originally honored on a plaque on our first Sanctuary, now Fellowship Hall, building). Our intention is to honor them with a Memorial brick.

III. **The Council Budget Review for 2019** began with a focus on income. Jim Lemaux, Stewardship Committee Chairman, discussed the fall 2018 Stewardship campaign results and forecasted donated income for the upcoming year. In a thorough and detailed handout, Jim Lemaux explained how he arrived at his numbers. His 2019 donation projections totaled \$441,074. Discussion followed. Heidi Beckham reported that currently we have a record of all donations, pledged and non-pledged (with the exception of anonymous cash) using Rhelm.

Discussion continued regarding how well we have predicted income based on pledged and non-pledged offerings in 2018. President Jack Zimmer summarized that we have more pledged than unpledged donations this year, with pledged donations having more weight in projections than unpledged. Pledged donations were met or exceeded, while we overestimated our non-pledged donations. After much discussion, the Council is fairly confident about our current projected year end income for 2018: \$533,500, with \$411,500 from donations and \$122,000 from other sources. The consensus of the council was that TOL could meet or exceed \$533,500 as a projected income for 2019.

Treasurer Jim Voelz presented an extensive 2019 Budget worksheet with line-by-line numbers in each of 5 budgets: Budget #1, Budget #1 with a 3% salary increase for staff, Budget #1 with a higher % salary increase for staff, Budget #2, Budget #2 with a 3% salary increase for staff. Jim Voelz answered questions on line items, including building and maintenance. Carrie Peterson's salary increase as intern, beginning in September 2019, is included. Pastor Chris's travel expenses for a trip to Kenya (The King's Embrace Ministry) would fall within the budget. **MOTION ACTION:** After much discussion, Kirk Helberg moved that we accept Budget #2 with a 3% salary increase for staff. George Timmons seconded. All were in favor and the motion passed. This proposed Budget for 2019 will be presented at the Congregational Meeting in January 2019.

#### **E. New Business**

By Council consensus, the date for the Congregational meeting is January 20, 2019, at which time the 2019 Budget will be presented. By consensus, the 2019 Council Retreat will be held on February 23, 2019, from 9 AM to 3 PM at the home of Linda Baumgartner. We will include the business of the February Council meeting during that time, deleting the need for the usual meeting on Monday, February 11, 2019.

**F. Our meeting was adjourned** and Pastor Chris led the Council in The Lord's Prayer to close.

Respectfully submitted,

Susie Rust

Acting Secretary for Linda Baumgartner

NOTES:

Congregational Meeting 2018: Jack Zimmer. President elected to 2 year term, Jim Voelz, Treasurer, Linda Baumgartner, Secretary, Kirk Helberg, George Timmons, Heidi Beckham, Financial Secretary; and new members elected for 3 year terms, Susie Rust, Annie Lindemann, Larry Klotz (elected for 3 year term as VP), Richard Schaper, Kevin Solberg.

Congregational meeting 2017: Jim Voelz, treasurer, Linda Baumgartner, Kirk Helberg, George Timmins, Jack Zimmer, Dennis McConnell, President, term expires January, 2018

Congregational meeting 2016: Council members - Susan Blough (recording secretary)

Elected 2015 - Heidi Beckham, Matt Hannes (2nd term), Chuck Will, Lawrence Zuelke,

Elected 2014 - Linda Baumgartner, Alicia Macha (resigned position January, 2015), Jim Voelz. (2nd term), John Nye. (2nd term), Julie Weeks. (2nd term)