

MINUTES OF MEETING: Sunday, March 19, 2017

Council for Christ Lutheran Church and PreSchool

ATTENDEES: Lois Menis, Richard Davis, Penni Sauer, Jodi Jost, Kathy Davis, Lynn Brandl and Pastor McGuire. Not in attendance were Rob Jost, Harrison Menis and Tom Pfenning.

CALL TO ORDER: Meeting was called to order at approximately 10:55 a.m.

MINUTES OF February 26, 2017 COUNCIL MEETING: Minutes were reviewed offline.
MOTION to accept minutes made by Lois Menis; Second by Penni Sauer. Approved.

PRESCHOOL REPORT: Director Kathy Davis noted that the PreSchool board had met and refined their budget, which includes a 1.5 percent pay increase. The board feels it is important to show that support given the many changes that have happened over the past few years, including the elimination of step increases, pay grade changes, etc. The PreSchool budget continues to include part-time office aide position, which has been growing into more church-related support as Christine answers the phone and offers support as needed. Kathy noted the strength in our diversity, our current waiting-list situation, and the additional competition from the Park District, which opened an additional PreSchool room in January with their Sullivan Center remodel. Park District is also now offering lunch bunch and afternoon enrichment options. Kathy continues to work with PayPal to ensure correct contact and non-profit status.

FEBRUARY 2017 FINANCIALS: Tom Pfenning, who was not present, had updated the Executive Committee during March 12, 2017 meeting attended by Richard Davis, Pdraig McGuire, Kathy Davis, Lynn Brandl and Barb Williams. He noted February financials aligned appropriately with expectations and with similar time last year (since we are still using older budget numbers). Discrepancies due to addition of payment for Pastor's health care, which began in late summer 2016 and wasn't figured in February 2016 benchmark. February 2017 report not provided to full council in error (Lynn forgot to bring it.)

2017 BUDGET DRAFT #4: Revised 2017 Budget Draft #4 dated 3/7/17 provided prior to Council meeting to allow for questions to Tom Pfenning before his vacation. This is the same set of numbers reviewed and discussed by Executive Committee during the March 12, 2017 budget review. It includes the requested 1.5 percent PreSchool staff pay increase as well as increased tuition rate (3% beginning in September) and expected credit card transaction rate charge to parents using the PayPal system. The preschool line item includes office aide, though no additional funds are included for a traditional church secretary. It does include Pastor's health insurance payment, which began mid-term last year and which is currently figured at \$7000 to \$8000 annually. Improvements over last year's expenses include the elimination of the expensive Konica copier lease (which amounted to more than \$1000 per year). No money is set aside for capital improvements or "savings." Church giving is planned for \$50,000 per year – which is accurate for the current congregation, but which does not cover the entire pastoral package. Note that while there is no plan to move out of the interim pastoral agreement, any new part-time pastor should be able to be covered by the current monthly budgeted pay package. Council clarified that "Office & Staff" under expenses is neither Pastor nor PreSchool Office Aide – Pastoral expenses are under "Pastoral" and "Office Aide" is under PreSchool "Compensation." The "Office & Staff" could more accurately be called "Office" now (since we have no paid church-dedicated secretary or organist), and includes all business type expenses – copy machine lease, cell phone contract, wifi service, paper and materials, worship purchases, etc.

MOTION to accept Draft #4 and prepare this document for circulation to Congregation prior to April 23 Congregation Meeting for approval made by Kathy Davis; Second by Richard Davis. Approved.

CONGREGATION MEETING PLANNING – Sunday, April 23, 2017 after Worship: Council reviewed items to be included on Congregation Meeting Agenda, and agreed that topics should include Budget (based on Draft #4), Call Process and Interim Status, and first receipt of Constitution (dated 2013 but not circulated to Congregation to our knowledge). Constitution and Budget to be provided to Congregation prior to meeting via email. Constitution must be received at this meeting, then voted upon at a subsequent meeting. If/when approved, we should provide it to the Synod. Regarding food, we will go with regular "snacks" that day. Lynn Brandl will let justWorship know our schedule.

PASTOR'S REPORT: *(Written report attached)* Pastor McGuire provided a synopsis of his activities since the last meeting, including the interest of Alyssa Dahlke in formally joining our congregation. Confirmation is planned for May 7 – no Confirmation stole projects or other tasks are required to prepare for this celebration. Regarding Lenten Soup Suppers/Discussions – Rob Jost will see if COOL Ministries might be available for April 5 gathering, which will also be a Seder Meal. Pastor discussed the importance of a Call Committee that represents our entire spectrum of membership, and noted that several people have stepped forward to serve. We noted that we are a small congregation, and it is likely

all who ask to participate will be included in the process as their schedules allow – which is how we handled the Interim Call Process. In other tasks, Pastor will provide the Synod with Annual Reports in the next few weeks. Tom has already provided our statement of expected giving, based on our activity to date and our expected Budget.

WORSHIP/CONGREGATION LIFE SCHEDULE:

- **Midweek Lenten Services** – Wednesdays – 6 p.m. meal/discussion; 7:15 p.m. worship as per Pastor's Report
March 8 – Fred Rajan; Advocate Condell Hospitality Ministry
March 15 – Susan Vrenios & Nan Dhalke; Safe Families
March 22 – Pastor's Contact or Pastor; Refugee One
March 29 – Tom's Contact; Love Inc.
April 5 – TBA/Potentially COOL Ministries (later confirmed by Rob) plus Seder Meal
- **Palm Sunday – April 9** at 9:30a – Palms are ordered
- **Maundy Thursday – April 13** at 7 p.m.
- **Good Friday – April 14** at 7 p.m.
- **Easter Sunday – April 16** with 9:30 a.m. worship followed by brunch – Breakfast potluck per usual; Pastor has invite Pastor Jin Lee (justWorship) to provide the message, and has invited the congregation to all of our events.
Easter Sunday Prep scheduled for Saturday, April 15 starting at 9:30
Tasks will include hanging butterflies, filling Easter Eggs for egg hunt (Kathy has stickers and stampers...), setting tables, putting out flowers, etc. Rebecca from justWorship will be invited. Kathy Davis will check with Donna Barry on flower cost for this year (Donna followed up and cost is \$6 per plant).
- **Congregation Meeting – Sunday, April 23** after worship – Budget, Constitution, Call Process. Just snacks/no meal.

CURRENT ACTIVITIES SCHEDULE:

The group ran through a variety of upcoming activities to check in on status. Of particular note...

- **Project Warmth** – Distribution will be handled after Pastor checks in with the folks we serve
- **Closet Clean Out** – Lois will coordinate with Kathy to clean out closet, probably during Spring Break week
- **Overeaters Anonymous** – A group contact pastor to see about meeting on Wednesday. He will work out details and then follow up in a few week's time to see if it works out for all parties involved. We anticipate a small donation, however because this is considered one of our 12-step ministries we have gone away from a rental agreement and rather receive donations based on the number of people who attend and contribute.
- **Garage Sale** – Lynn followed up with Theresa Calabrese from Boy Scout Troop 273 about their garage sale status. Theresa noted that sales have become increasingly less effective as younger folks go online, rather than go from site to site. Clothes do not go well, nor does furniture. Best items are good quality toys. All other things end up being hauled to Good Will or Salvation Army after the event. Scouts may still do an even to give boys service hours, but the work load is high for the funds generated.
- **Cub Scout Pack 273** – Lynn is attempting to re-connect with our Cub Scout group, who has apparently undergone some leadership changes and who have not been in contact for several months.
- **Trees/Brush Pile** – The Village is hoping to quietly come and grind up our remaining brush pile, which has been subject to winter freeze in. Possibility that volunteer help may also be available to remove and dispose of additional trees that have gone bad. Lynn will check with Bryan Pawlak, Ken Pawlak, Dick Barry and Tom Pfenning to see what they think needs to be done and organize a volunteer day.
- **Backflow and Annual Inspections** – Christine is getting quotes for our various inspections needed each year (sprinklers, emergency lights, back flow system, etc.). Church also needs to follow up with vendor who provided faulty back flow repair last winter so that we don't have the same freeze problem next winter. Requesting that Christine N. or Tom Pfenning follow up so that we either have a full fix or an adjusted bill.
- **Open Arms/Elijah's Pantry** – City-based charity is looking to reconnect with us. Expected representative in May for post-worship discussion.
- **Computer Status** – Lynn needs to coordinate with tech person Brandon for work to install donated computers in Pastor's office and church office.

CONGREGATION MEETING – Sunday, April 23, 2017 after Worship

NEXT COUNCIL MEETING – Sunday, June 4, 2017 after worship

Based on schedule, Council will meet after Memorial Day. Please communicate with entire group via email for items arising before June 4. Council will also receive the Congregation Meeting packet via email prior to that meeting.

ADJOURN: Adjourned with the Lord's Prayer. *MOTION by Lois Menis; Seconded by Penni Sauer.*

Respectfully submitted,
Lynn Brandl