

MINUTES OF MEETING: Sunday, February 26

Council for Christ Lutheran Church and PreSchool

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

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

MINUTES OF JANUARY 22, 2017 COUNCIL MEETING: Minutes were reviewed offline.

MOTION to accept minutes made by Kathy Davis; Second by Tom Pfenning. Approved.

JustWORSHIP: Pastor Jin Lee joined us to thank us for partnership. His congregation has pledged to provide \$200 in March. The gift was gratefully received, and very unexpected, as the group has blessed us in many ways already.

PASTOR'S REPORT: *(Written report attached)* Pastor McGuire provided a synopsis of his activities since the last meeting, a tentative schedule for Midweek Lenten Gathering speakers/topics. He updated the Council that Confirmation/Catechism has grown from 1 attendee to 9, with Confirmation planned for May 7. Nan Dahlke has offered to help Pastor with the lessons. A more updated Constitution/Bylaws (dated 2013 and noted as approved) will be compared with the Synod's Model and our practices. Regarding prep for Easter, it was decided to decorate and hang butterflies (blank butterflies provided by Kathy; PreSchoolers and church attendees can color throughout Lent; Lois will work with others to hang them for Easter Sunday). Easter Sunday worship and brunch will be set up at some time on Saturday. And Egg Hunt is planned for during brunch. Pastor Jin Lee (justWorship) and some of his congregation are expected to participate in worship. That congregation has been invited to attend brunch. They may have their own meal after their worship as well. (We will have to be mindful of their worship with our after-brunch activities.)

New & pending tasks: Review Constitution/Bylaws (Pastor/Exec Committee); Cottage Meeting Report (Lynn); Congregation Profile (Tom & Lynn); Synod Annual Report (Tom, Pastor, Lynn); Call Committee request (Lynn et al); Easter butterflies/eggs (Kathy, Lois, Penni, et al).

PRESCHOOL REPORT: Director Kathy Davis announced that long-time teacher/Tot Coordinator Linda Keller has notified her that she will be leaving at the end of this school year, though there is possibility she may be around for sub work. Kathy is planning a get-together for her staff with Linda as well as with Karen Kovas and Marie Pindara, who left earlier in the year. No church celebration is planned, per Linda's request. PreSchool will be holding a Fannie Mae candy fundraiser with orders shipped directly to peoples' homes in time for Easter. Proceeds from this will go toward a new PreSchool fence, which is very much in need. Previous quotes were in the \$10,000 range. Kathy noted that work is underway on our PayPal account to make sure they have us at the lower nonprofit transaction rate, as well as to remove Lynn Brandl who was included not only as contact but also as the "corporate body." PayPal has been asked to generate a new 1099, which has not yet arrived. Kathy continues to work on budget numbers and Kids Kamp prep. With regard to higher than anticipated PreSchool payroll cost, Kathy noted that afternoon enrollment has increased to the point that there are two classes of students, each with their own staff people.

JANUARY 2017 FINANCIALS: Tom Pfenning provided month-end January 2017 financials (dated 2/19/17), noting that plan vs. actual were compared against last year's budget, as this year's budget is not yet in place.

MOTION by Lois Menis to approve; Seconded by Kathy Davis. Approved.

YEAR-END 2016 FINANCIALS: Tom Pfenning provided updated year-end financials dated 2/22/2017 *(attached)*, which were initially reviewed at the January meeting (see January meeting notes for dialogue). Thank you for the investigative work by Penni, Kathy, Tom and others.

MOTION by Richard Davis; Seconded by Pastor Padraig McGuire. Approved.

2017 BUDGET DRAFT #2: Tom Pfenning provided a revised draft of the 2017 Budget dated 2/22/17 *(attached)*. This budget is built from the 2016 experience and reflects *status quo with little/no capital expenses/repairs*. The proposal rounds our congregation giving up slightly to \$961 per week/\$50,000 per year (we have averaged \$958/week over 2016). It includes no salary increases for any staff, though it does include hiring a pianist/organist at an estimated rate of \$100 per Sunday next fall. Tom assumed a small increase in PreSchool income (based on Kathy's reported 3% tuition increase effective September 2017). Offices expenses will be down this year, primarily due to the elimination of the Konica lease payment (finally). This does include Pastor's health care costs. Note that Manna must be accounted as both in income and an expense – when people write a check to Christ Lutheran, it must pass through and back out to Manna. PreSchool staff and board have not yet reacted to this budget or provided updated data, which should then feed into this draft for a more accurate plan. *No motion was made as this draft is provided for pondering and digestion.*

WORSHIP/CONGREGATION LIFE SCHEDULE:

- **Ash Wednesday – March 1** – 7 p.m. service; Pastor will also do Ashes-to-Go.
- **Midweek Lenten Services** – Wednesdays – 6 p.m. meal/discussion; 7:15 p.m. worship as per Pastor's Report
Lois will put a sign-up sheet for meals: soup, bread, salad, dessert
March 8 – Fred Rajan, Advocate Condell Hospitality Ministry
March 15 – Susan Vrenios & Nan Dhalke, Safe Families
March 22 – Tom's Contact, Love Inc.
March 29 – Pastor's Contact, Refugee One
April 5 – TBA
- **Palm Sunday – April 9** at 9:30a
- **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) and his musicians to participate in the service, and has invited the congregation to all of our events. *Sunday School/Brunch activity = Easter Egg hunt – Lois and Penni will work on a plan for this. (Assuming Altar Guild will do spring flower order for Easter Sunday; Kathy will check with Donna Barry for cost.)*
- **Congregation Meeting – Sunday, April 23** after worship – Budget, Constitution, Call Process, etc.

CURRENT ACTIVITIES SCHEDULE:

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

- **Game Night tonight** – Penni noted that all was ready for the light meal, games and prizes
- **Education** – All going well; Sunday school will end after May 21
- **Altar Guild** – Will do traditional Easter lily/spring flower order; Donna will get cost to Lynn for fliers
- **Manna** – Cards netted more than expected, exceeding \$1000. Thanks, Penni.
- **Caring Hands** – Will meet on March 18
- **COOL Ministries** – Assume we will do Easter Meals again this year? Rob, let us know your thoughts.
- **COOL Flower Sale** – Order ahead then pick up at a church in Gurnee. Lynn will post info on board.
- **Garage Sale** – Lois suggested a garage sale; "selling" booths to earn money for fence. Lynn will check with Village and Scouts for their scheduled sale.
- **Closet Clean Out** – Lois will coordinate with Kathy to clean out closet, probably during Spring Break week
- **Project Warmth** – Planning to go downtown on Monday, March 20
- **COOL/Empty Bowls Check** – Tom cut a check for more than \$1400, which was mailed out
- Scout John Rollo will work with Pastor/Us to assemble toiletry kits for homeless
- Other activities such as Night Ministry Cookie Bake will wait until after Easter

OTHER ITEMS

- **Partnerships with justWorship, Scouts and 12-Step Groups** – All seems to be working well.
- **Brush Pile** – Barb Williams was asked to see if Village could help, now that end of pile is unfrozen
- **Backflow** – Annual inspection required; concern with "fix" that caused problems all winter; Christine requesting quotes
- **Computer donations** – 2 computers are ready for Pastor's office and Bookkeeping desk; copier company's Brandon can help; Davis family purchased Windows OS; Lynn will contact and schedule Brandon shortly.
- **Sound System** – justWorship folks continue to improve our sound system functionality
- **Organ** – still in pieces
- **Synod Assembly – June 9 and 10** – Alyssa Dahlke and Penni Sauer very interested in going

NEXT EXECUTIVE COUNCIL MEETING – Sunday, March 12, 2017 after Worship

Pastor, Tom Pfenning, Rich Davis, Kathy Davis, Lynn Brandl to comb through budget, which will include updated PreSchool estimates provided during March 5 PreSchool Board Meeting.

NEXT FULL COUNCIL MEETING – Sunday, March 19, 2017 after worship

Council expected to have the opportunity to review, react and approve 2017 budget, which will be needed for Congregation Meeting on April 23, 2017.

ADJOURN:

Adjourned with the Lord's Prayer. *MOTION by Lois Menis; Seconded by Penni Sauer. The meeting closed at 12:30p.m.*

Respectfully submitted,

Lynn Brandl