

ST. PETER LUTHERAN CHURCH COUNCIL MEETING MINUTES
January 22, 2020

CALL TO ORDER/OPENING: Fred Rackow called the meeting to order at 6:46 pm with 11 Council members present.

Pastor Eaves opened with devotion and prayer.

Fred distributed an updated copy of the "Officers, Elders, Trustees, and Committee Chairpersons for 2020". Any necessary corrections should be relayed to Fred.

MINUTES OF 4/11/2019 COUNCIL MEETING: The minutes were distributed for approval. After review, Darlene Tegtmeier motioned to approve the minutes and Jim Butt seconded the motion. Motion approved.

REPORTS:

- **Treasurer and Financial Secretary:** Darlene Tegtmeier and Judy Herman presented the Statement of Income and Expenses with December 2019 and Fiscal Year 2019 year-to-date totals. In addition, the November and December 2019 Treasurer's and Financial Secretary's Reports were provided. Darlene stated that we are solvent. Copies of the reports will be made available to the congregation.

A request was made to add separate line items to the Statement of Income and Expenses under the specific category to track items i.e. "website maintenance", Lutheran Service Builder".

Many thanks to Darlene Tegtmeier, Judy Herman and Kathy Pergande for their help with Treasurer and Financial Secretary duties.

- **Board of Elders:** Jeff Pergande stated that Holy Week services will be discussed at the next Elders' Meeting.

Membership letter project sent out to members who have not been in attendance or communication with St. Peter was completed last July. The current membership roster is being worked on and should be done this month.

The Call Committee has completed their duties.

Confirmation: Confirmation students are participating in the weekly Bible Study led by Pastor Eaves.

Confirmation will be held May 10, 2020, with 2 students to be confirmed: Sarah Jack and Cadence Flatland.

Communion: Procedures were reviewed with Pastor Eaves at the recent Elders' Meeting. We will continue with the recent change of filling the front for distribution completely (9 from each side of the sanctuary). Training for ushers on the new procedure will be done.

Messenger: The monthly messenger will be discontinued. It was noted that the church calendar will be posted and updated on our church website. The Messenger will be created on a weekly basis and available each Sunday as well as being emailed to members and sent via U.S. mail to members who do not have email addresses. The Council was given a list of members who have been receiving the Messenger via U.S. mail for review. Changes should be noted and given to Fred.

- **Board of Trustees:** Les Herman stated that the trustees would like to sell the old furniture used at one time by Pastor Oliphant.

Printers, computers and other supplies used by the Outreach Committee are all now kept in one storage area. Thank you to the trustees for completing this project.

The church office ongoing will be ordering supplies from Office Pro which is less expensive than the former supplier, Quill.

The "call forwarding" feature for church phones will be set up on Pastor's cell phone.

Les addressed the need for 3 new computers for the church office, Pastor and Preschool. Les reported that the company, "Helping Hands IT", came out to review our systems. The current computers are running Microsoft 7 which is no longer supported and needs to be updated to Microsoft version 10.0. It was recommended that a new desk top computer for the office and 2 laptops be purchased. Cost is \$5400.00. Pastor Eaves will complete much of the set up/installation of programs, etc. After discussion, Darlene Tegtmeier made a motion for the Board of Trustees to send a letter to the Memorial Committee Chairperson, Virginia Schuring, requesting funds in the Memorial Committee account be used to purchase the 3 computers at a cost of \$5400 and that if the Memorial Committee does not approve funding the purchase, that church funds will be used. Carol Wieg seconded the motion; motion approved.

Debit/Credit Card: Because checks are not accepted by some vendors/retailers, a request was made to obtain a debit/credit card for use by Pastor, Denice and designated members of church committees to purchase supplies, i.e. VBS, Outreach Committee events. The debit/credit card would have a limit of \$500.00. A procedure to monitor use of the card, sign out, etc., will be established. After further discussion, Fred Rackow made a motion to obtain a debit/credit card with a limit of \$500.00 after the change of banks is completed as noted by Darlene Tegtmeier. Judy Herman seconded the motion and the motion was approved.

- **Outreach Committee:** Beth Jack, Chairperson of the Outreach Committee, stated that the next committee meeting will be held February 12, 2020.

Easter Bunny picture event will be held Saturday, April 4, 2020, from 10 am to 1 pm. Shana Flatland, Danny and Chuck Petersen will be available to take and print pictures, etc.

The Santa and Mrs. Claus picture event is scheduled for Saturday, December 5, 2020.

Other events being discussed are a summer picnic with hot dogs, etc., games such as "bags" and possibly a car show. Family Bingo featuring "white elephant" prizes and food will be held from noon to 3 pm; date TBD.

Other community outreach suggestions brought to the committee for consideration are "Trunk or Treat" in October and Burlington Fest Parade in September handing out bottled water with message sticker on bottle.

Beth reported that a "We Care" card project has been set up. Anyone can fill out a card with the necessary information and drop the card into the blue box found in the narthex. The Outreach Committee will send the appropriate greeting card. Suggestions for cards include get well, birthday, thinking of you, sympathy, etc.

The Outreach Committee inquired about candy and rolls of tablecloth material that are missing. If anyone locates the missing supplies, please let Beth know.

Information specific to St. Peter 2019 Advent and Christmas services was placed in the Daily Herald at an approximate cost of \$400. Further discussion was held on publishing St. Peter worship and event information in publications such as the Plato Township newsletter, Burlington Business Council newsletter, and Daily Herald. It was noted that weekly each Friday, the Daily Herald will publish church info for free in the area church section.

Beth distributed a sample of a "business card" size image containing address, phone and email addresses, worship and Christian Ed times for St. Peter. The information would be published in "The Suburban Chronicle". The cost to include for black and white image is \$60 and color would be \$66. The image would run on January 29, 2020, in a direct mailer to a circulation of approximately 8200 recipients. After discussion, Darlene Tegtmeier moved to approve the \$66.00 color image to be published on a one-time basis with the addition of the LCMS logo in the left margin and correction of the time for Children's Sunday School and Adult Bible Study to 10:20 am. Carol Wieg seconded the motion; motion approved.

The Council decided to not renew our membership in the Huntley Chamber of Commerce but to continue membership in the Hampshire Chamber of Commerce based on cost of renewal.

- **Christian Education:** Pam Neisendorf reported that Sunday School is going well with 3 children attending. Teachers are using curriculum by "Group". Shana Flatland meets with the youth during the Christian Ed hour.

Confirmation students are participating in the weekly Bible Study led by Pastor Eaves.

Vacation Bible School dates are TBD. The committee is beginning to acquire VBS materials.

Denice Kohlmeyer, Office Administrator, requested a description of the Christian Ed Committee. Pam presented the current description and it was decided to give that version as is to Denice to post on the church website.

- **Preschool:** Carol Wieg represented the Preschool Committee and reported that the Committee voted to give 5% of their income back to the church.

Enrollment for the 2019/2020 school year is 31. Enrollment so far for 2020/2021 is 3 with the enrollment drive to kick off with the Family Fun Fair to be held on February 7, 2020. Carol noted that tuition for 2020/2021 will be the same as this past year and that it will not be necessary to hold a spring fundraiser.

Money raised during this school year's fall fundraiser was used to purchase items such as bikes and play kitchen equipment.

Thrivent Dollars: The question was raised if a list of members who have Thrivent Choice dollars available could be provided to the church. Due to confidentiality restrictions, a list cannot be provided. A suggestion was made to perhaps bring in a Thrivent rep to explain how members can access and designate their Thrivent Choice dollars if they wish. Item was tabled for future discussion.

- **Pastor Eaves:** Pastor graciously stated that Marilyn and he feel very welcome at St. Peter and are thankful to be here to proclaim the Gospel. We are in a good place to move forward.

Pastor reported that a copy of the new and old Constitution had to be resent to the Synod.

- **Miscellaneous:** A new list of groups assigned to host monthly Donut Sundays is being created.

Jim Butt, Council Vice President, will lead Council meetings going forward.

Church Council meets one time per quarter (total of 4 times per year). Jim will arrange and provide date of our next meeting.

Church Council minutes will be posted on the church website.

The U.S. Census Bureau contacted the church office and requested that the church might be used for training of Census Bureau workers after preschool hours. Les Herman will check the liability insurance policies to determine if this is feasible. A fee would be charged for use of the facility. St. Peter members are not charged to use church facilities.

Closing Prayer: Pastor Eaves led us in prayer to close the meeting.

Motion to Adjourn: Darlene Tegtmeier made a motion to adjourn. Jim Butt seconded the motion. Motion passed and meeting adjourned at 8:55 pm.

Respectfully submitted,

Cindy Kuschel, Council Secretary

St Peter's Evangelical Lutheran Church & Little Saints Preschool

Balance Sheet

Jan 01, 2020 through Jun 16, 2020

Account (*=Inactive) Balance as of 2020-01-01

Balance as of 2020-06-16

Debits

Credits

Change +/-

Change %

Assets	2020-01-01	2020-06-16	Debits	Credits	Change +/-	Change %
Old Second Accounts - 10	\$ 355,889.29	\$ 350,582.61			\$ (5,306.68)	-1.49%
Checking * Old Second Bank	\$ 102,184.74	\$ 91,423.45	\$ 127,707.71	\$ 138,469.00	\$ (10,761.29)	-10.53%
Unrestricted (Checking * O	\$ 102,184.74	\$ 74,584.52	\$ 108,517.83	\$ 136,118.05	\$ (27,600.22)	-27.01%
Benevolence Fund (17-50-1	\$ -	\$ 747.13	\$ 1,147.13	\$ 400.00	\$ 747.13	0.00%
Bethesda (asset)	\$ -	\$ 113.00	\$ 210.00	\$ 97.00	\$ 113.00	0.00%
Burl/Hamp Food Pantry (17	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Christian Ed.	\$ -	\$ 473.45	\$ 979.40	\$ 505.95	\$ 473.45	0.00%
Eternal Light Fund (17-50-0	\$ -	\$ 79.25	\$ 79.25	\$ -	\$ 79.25	0.00%
Improvement	\$ -	\$ 640.00	\$ 640.00	\$ -	\$ 640.00	0.00%
L.E.R.T. (17-50-18)	\$ -	\$ 1,376.65	\$ 1,376.65	\$ -	\$ 1,376.65	0.00%
LCC	\$ -	\$ 56.00	\$ 96.00	\$ 40.00	\$ 56.00	0.00%
Lutheran Hour	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Lutherans for Life	\$ -	\$ 77.00	\$ 127.00	\$ 50.00	\$ 77.00	0.00%
Memorial	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Mission Fund (17-50-03)	\$ -	\$ 854.35	\$ 854.35	\$ -	\$ 854.35	0.00%
Music Department (17-50-1	\$ -	\$ 252.10	\$ 387.10	\$ 135.00	\$ 252.10	0.00%
Thrivent Choice (17-50-14)	\$ -	\$ 12,328.00	\$ 12,328.00	\$ -	\$ 12,328.00	0.00%
Trash to Treasure (17-50-05	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
VBS	\$ -	\$ 30.00	\$ 30.00	\$ -	\$ 30.00	0.00%
Walcamp	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Youth Ministry (17-50-20)	\$ -	\$ (188.00)	\$ 935.00	\$ 1,123.00	\$ (188.00)	0.00%
Business Builder Savings (gen	\$ 110,792.14	\$ 110,853.69	\$ 61.55	\$ -	\$ 61.55	0.06%

Optimum Investment(Improve	\$	98,413.12	\$	98,529.71	\$	116.59	\$	-	\$	116.59	0.12%
Organization Savings (memor	\$	44,499.29	\$	49,775.76	\$	10,706.28	\$	5,429.81	\$	5,276.47	11.86%

Liabilities **\$ 1,536.21** **\$ (2,263.17)** **\$ 31,538.59** **\$ 27,739.21** **\$ (3,799.38)** **-247.32%**

Payroll - 20	\$	559.65	\$	(4,352.90)	\$	10,612.23	\$	5,699.68	\$	(4,912.55)	-877.79%
Payroll Taxes Withheld (12-20	\$	409.65	\$	(4,502.90)	\$	10,612.23	\$	5,699.68	\$	(4,912.55)	-1199.21%
Payroll Deductions (12-20-06)	\$	150.00	\$	150.00	\$	-	\$	-	\$	-	0.00%
Pre-School	\$	976.56	\$	2,089.73	\$	20,926.36	\$	22,039.53	\$	1,113.17	113.99%
Pre-School reimbursement	\$	976.56	\$	2,089.73	\$	20,926.36	\$	22,039.53	\$	1,113.17	113.99%

Assets less Liabilities **\$ 354,353.08** **\$ 352,845.78** **\$ (1,507.30)** **-0.43%**