

**CHURCH COUNCIL MEETING**  
**March 9, 2021**

1. Call to Order
2. Opening Prayer & Devotion
3. Attendance
4. Reading / Approval of February 2, 2021 Meeting Minutes
5. Treasurer's Report
6. Other Reports
7. Pastor's Report
8. New Business
9. Adjournment with Prayer

# ST. PETER'S LUTHERAN CHURCH COUNCIL MEETING MINUTES

March 9, 2021

**CALL TO ORDER/OPENING:** Vice President, Jim Butt, called the meeting to order at 7:00 pm with 11 Council members present. Pastor Eaves opened the meeting with devotions and prayer.

## **ATTENDANCE:**

Pastor Eaves	Beth Jack, Outreach Committee
Fred Rackow, President	Pam Neisendorf, Christian Education Committee
Jim Butt, Vice President	Sonja Sporleder, Memorial Committee and Benevolence
Cindy Kuschel, Recording Secretary	Jeff Pergande, Board of Elders
Darlene Tegtmeier, Treasurer	Steven Sporleder, Board of Elders
Les Herman, Board of Trustees	

**MINUTES OF 2/2/2021 COUNCIL MEETING:** After review, Fred made a motion to accept the minutes as presented. Darlene Tegtmeier seconded the motion. Minutes were approved.

## **REPORTS:**

- **Treasurer and Financial Secretary Reports:** Darlene Tegtmeier, Treasurer, noted that the header on the 2021 budget was updated.

Discussion followed on the contents of the Treasurer's and Financial Secretary's Report as broken down by month. It was recommended that the reports include minimum financial details with only total income and expense figures included. The report will not include a line-item breakdown by fund/account. This report would be provided to the congregation 3 times per year: June, October, and end of year (sometime in January of the following year).

It was recommended that financial reports including balance sheet be provided monthly to all committees and boards. Darlene would produce these reports.

Darlene requested that a "Payment Voucher" form be completed and submitted for reimbursement of bills. The form must designate the correct committee or board to which the bill is to be expensed. Pastor will request Denise to make copies of the Payment Voucher form and place in the church office for easy access.

Discussion followed on changing banks. Current bank is Old Second. There are problems with fees and the number of checks per deposit slip. Fred and Darlene will set up meetings with alternate banks and make a decision. It was requested that a third signer of checks in addition to Darlene Tegtmeier and Kathy Pergande be set up. It was recommended that Fred Rackow be set up as an approved signer. We also discussed the need for a credit card for church use. It will be decided at a later time who will be in charge of the card, sign out processes, who has permission to use the card, etc. Verification should be made that the new bank does not require a SSN number to set up the credit card.

## **Additional Business:**

**Donut Sunday:** Darlene reported that we have 3 months with no group hosting. After discussion, the Youth Group will host June, Elders in July, and Trustees in August. Free will offerings are taken each month to pay expenses. Any monies left go to the committee/board that hosted. Donuts are normally ordered from Country Donuts; committee/board provides juice, milk, coffee. Denise will update the Donut Sunday list and send a notice to the committee/board chairperson in advance of their month.

Funeral Home Charges: A uniform list of charges for funeral services provided by St. Peter's will be created and distributed to area funeral homes. After discussion, the charges for organist, A/V and Pastor were determined. One item remains open for cleaning services as amount of time required may vary depending on funeral service only or service/luncheon, etc. Fern will be consulted to determine appropriate charges.

Video Recordings: With services now live streamed on YouTube, a statement as such will be printed in the service folders.

Communion for Shut-ins/Nursing Home Residents: Pastor has a communion schedule for shut-ins and nursing home residents. Elders are calling and keeping in touch. We are all encouraged to call/visit.

Improvement to Church Signage/Entrance, etc.: Discussion was held on adding our church name in larger letters to the outside of the building possibly on the bricks to provide better identification; current signs are in place but may not be easily read by passing drivers. Sonja will consult architects where she works for possible ideas. There is also a need to enhance the lighting at the church entrance. Les and the Board of Trustees are discussing this improvement.

Float in Coon Creek Days Parade: Darlene stated that Coon Creek Days are scheduled to be held this summer. Question was raised as to the condition of the hay rack used for our float. Chuck Petersen will be consulted.

- **Pastor's Report:** Pastor Eaves requested that we hold an evening church assembly meeting. The date of Thursday, April 22, 2021 was chosen for the next assembly meeting.

Pastor reported on the Johnson and Johnson Covid vaccine and issues for Christians specific to this vaccine.

Preschool has 17 children attending the M, W, F classes this year and 17 children are registered for the 2021/2022 school year.

Minutes of meetings of all committees and boards are now stored in binders in the church office.

Lent: The average attendance at Lenten services has been 31. Shana Flatland and Beth Jack will provide the March 24 supper. We have been serving an average of 15 at the suppers. Pastor explained the process of washing of feet which will be done at Maundy Thursday services on April 1, 2021.

- **Elders' Report:** Jeff Pergande stated that there have been no funerals or baptisms since our last meeting in February. The Elders continue to reach out to members who have not been attending services.
- **Outreach Committee:** Beth Jack, Chairperson, reported the Easter Bunny event is scheduled for Saturday, 3/20/2021. Volunteers are needed for filling eggs Friday, 3/12/2021, at 6:30 pm. Family Bingo was attended by 30 people including 9 children. Three families from preschool participated.
- **Christian Education Committee:** Pam Neisendorf stated that VBS 2021 is tentatively scheduled to be held with children and staff in person the week of July 19, 2021.

**NEXT COUNCIL MEETING:** TBD

**MOTION TO ADJOURN:** Fred made a motion to adjourn and Jim seconded the motion. Motion passed and meeting adjourned at 9:03 pm.

**CLOSING PRAYER:** Pastor Eaves led us in the Doxology to close the meeting.

Respectfully submitted,  
Cindy Kuschel, Council Secretary

**ST. PETER'S LUTHERAN CHURCH NORTH PLATO**

**REPORT for NOVEMBER and DECEMBER, 2020**

**TREASURER'S REPORT**

**OLD SECOND BALANCES as of DECEMBER 31, 2020**

Checking Account	\$ 92,897.06
Savings Account (General)	\$ 45,895.43
Savings Account (Memorial)	\$ 18,174.98
Optimum Account (Improvement)	\$ 66,921.62

**FINANCIAL SECRETARY'S REPORT**

**as of December 31, 2020**

<b>2020 INCOME</b>	<b>NOVEMBER</b>	<b>DECEMBER</b>
<u>Loose Collection</u>	<u>\$ 335.00</u>	<u>\$ 732.00</u>
<u>Envelope Collection</u>	<u>\$ 23,820.00</u>	<u>\$ 22,810.00</u>
<u>TOTALS</u>	<u>\$ 24,155.00</u>	<u>\$ 23,542.00</u>

**YEAR TO DATE RECEIPTS**

**2020 INCOME BREAKDOWN**

<u>Misc.</u>	<u>\$ 7,582.61</u>
<u>Loose</u>	<u>\$ 11,653.00</u>
<u>Envelope</u>	<u>\$190,445.48</u>
<u>Memorial</u>	<u>\$ 5,900.00</u>
<u>Improvement Fund</u>	<u>\$ 4,332.00</u>
<u>Preschool Reimbursement</u>	<u>\$ 43,665.91</u>
<u>Benevolent Fund</u>	<u>\$ 110.00</u>
<u>TOTAL</u>	<u>\$263,689.00</u>

## St Peter's Evangelical Lutheran Church BUDGET 2021

Account	BUDGET 2021
<b>Income</b>	<b>\$ 192,000.00</b>
<b>Offerings -10</b>	<b>\$ 192,000.00</b>
Envelope	\$ 180,000.00
Loose	\$ 12,000.00
Memorials	
Improvement	
Misc	
<b>Expense</b>	<b>\$ 253,883.63</b>
<b>Missions</b>	<b>\$ 5,775.00</b>
Stephen Ministry	\$ 4,075.00
Prison Ministry	\$ 500.00
Mission Central	\$ 1,200.00
<b>Synod</b>	<b>\$ 5,650.00</b>
Northern Illinois Distric (16-10-11)	\$ 5,000.00
Pastorial Confer & conventions (1	\$ 650.00
<b>Synod Ministries</b>	<b>\$ 3,800.00</b>
Lutheran Church Charities ex (16-	\$ 600.00
Bethesda ex (16-10-22)	\$ 500.00
Walcamp (16-10-23)	\$ 1,200.00
Lutheran Hour (16-10-24)	
Lutherans for Life ex	
LWML	
Christian Senior Ministry (16-10-25)	
Concordia Seminary (16-10-26)	\$ 1,500.00
<b>Labor - 20</b>	<b>\$ 148,038.63</b>
Pastor's Salary & Housing (16-20-:	\$ 83,749.30
<b>Pastor's Benefits</b>	<b>\$ 20,706.33</b>
Dental	\$ 1,208.28
Disability	\$ 1,884.36
Vision	\$ 249.84
Medicare	\$ 1,735.20
Insurance CoPay	\$ 3,000.00
Retirement ( USAA)	\$ 7,286.19
Tricare	\$ 150.00
Social Security	\$ 5,192.46

Account	BUDGET 2021
Pastor Travel Expense	\$ 2,800.00
Continuing Ed. & Travel (16-20-17)	\$ 2,500.00
Guest Pastors (16-20-19)	\$ 1,000.00
Unknown Pastoral Expenses (16-20-20)	
Organists (16-20-21)	\$ 10,035.00
Office Administrator (16-20-31)	\$ 17,748.00
Janitorial (16-20-41)	\$ 7,500.00
Accounting Service (19-20-51)	\$ 700.00
Employer Taxes (16-20-91)	\$ 1,300.00
<b>Building &amp; Maintenance - 30</b>	<b>\$ 59,800.00</b>
Board of Trustees (16-30-12)	\$ 6,000.00
Lawn & Landscaping (16-30-21)	\$ 6,000.00
Snow Removal (16-30-24)	\$ 7,000.00
Electric (16-30-31)	\$ 5,500.00
Propane (16-30-32)	\$ 12,000.00
Disposal Service (16-30-33)	\$ 1,700.00
Eco Water	\$ 200.00
Building Insurance (16-30-41)	\$ 10,000.00
Workmen's Comp (16-30-42)	\$ 1,300.00
Property Tax (16-31-45)	\$ 500.00
Janitorial Supplies (16-30-70)	\$ 600.00
Buildings (New & Improve)	\$ 9,000.00
<b>Worship Life - 40</b>	<b>\$ 2,525.00</b>
Worship Aids & Supplies (16-40-1)	\$ 1,000.00
Contribution Envelopes (16-40-30)	\$ 325.00
Music (16-40-40)	\$ 300.00
Portals of Prayer/Luth. Witness ex	\$ 400.00
<b>Altar Guild</b>	<b>\$ 500.00</b>
Altar Supplies (16-40-20)	\$ 300.00
Altar Flowers ex	
Special Flowers ex	\$ 200.00
<b>Christian Education -50</b>	<b>\$ 2,700.00</b>
Christian Education Comm (16-50-10)	
Christian Education Needs (16-50-	\$ 700.00
Youth Ministry ex (16-50-31)	\$ 1,000.00
Vacation Bible School ex (16-50-5)	\$ 500.00
Confirmation	\$ 500.00
Church Library (16-50-70)	
<b>Outreach/Inreach -60</b>	<b>\$ 14,450.00</b>
Outreach Comm (16-60-10)	\$ 3,850.00

Account	BUDGET 2021	
Human Care Comm (16-60-20)	\$	100.00
Little Saints Subsidy (16-60-40)	\$	10,000.00
Fellowship Events (16-60-50)	\$	500.00
<b>Administrative -70</b>	<b>\$</b>	<b>10,325.00</b>
Church Office Supplies (16-70-10)	\$	1,500.00
Technical Assit. Contracts (16-70-20)		
Ledger 360	\$	200.00
Memberhip	\$	475.00
Unite	\$	1,050.00
Office Equipment (16-70-30)	\$	2,500.00
Phone (16-70-40)	\$	1,500.00
Postage & Shipping (16-70-50)	\$	1,500.00
Miscellaneous (16-70-90)	\$	600.00
Internet (16-70-41)	\$	1,000.00
<b>Bank</b>	<b>\$</b>	<b>820.00</b>
Bank Fees	\$	20.00
Safe Deposit Box	\$	50.00
New checks	\$	250.00
Vanco ex	\$	500.00
Preschool (expense)		
<b>Income less Expense</b>	<b>\$</b>	<b>(61,883.63)</b>