

Advent Lutheran Church – Church Council Meeting – January 17, 2024 Minutes

Present – Voting (n=7): Pastor Danielle Miller, Mary Jordan Samuel, Kathleen Matson, Bree Vandenberg, Dorothy Trigg, Hans Kriefall, Damaris Maclean, Carolyn Riehl, Amanda Garcia-Harris, Laura O’Keefe

Present – Not Voting (n=3):

Not Present – Excused (n=4): Dorothy Clementson

Opening Reflection & Prayer

Pastor Danielle opened us in prayer.

1. Consent Agenda

- Pastor’s Report
 - There was potential for overflow of food between grant cycles, but that didn’t ultimately happen and we had the right amount of food for our distribution and storage space.
 - Vicar Hayley met with Form D (theological review panel) a few weeks ago which went well, and her approval meeting is on Wednesday 1/24. Good luck to Hayley!
 - Ministerium was canceled this week due to the weather.
 - We got notice today from our lawyer that the person suing us for the slip and fall has been unresponsive and had some other conditions that bring his character into question, so it’s possible that the lawsuit will ultimately get thrown out.
- December Minutes
- December Financial Reports
 - There was a slight net gain in the Mission Fund due to strong market conditions, despite our draws to cover expenses.

<p><u>Action (Motioned, Seconded, Approved)</u>: The Council voted to approve the consent agenda.</p>
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2. Budget Update

Hans shared the 2024 budget for a final review, which is a realistic and healthy budget for 2024

How we finished 2023 – pretty much like we thought we would. About \$25k behind congregational giving from our original budget goal. Though we didn’t reach our budgeted congregational giving goal (15% increase), we did grow over 9% year over year in giving from 2022. Still waiting on a \$40k city grant that

typically comes in during the same calendar year but didn't this year. We ended 2023 with a deficit of \$54k, which is very close to the amount of the grant. This deficit will effectively be pulled from the Mission fund to cover, on top of the planned draws from the Mission and Parsonage funds within the operating budget. If the grant comes in later, as we anticipate it will, that will cover a significant portion of it and we'll end with a much lower overall deficit/Mission Fund draw.

Do we think LCC will be consistent this year? They are currently operating, and we received a check from them recently. There have been some requests for in person counseling recently, so it's possible they'll look to come back in person, but for now their current donation rate will remain the same.

For 2024, we are looking at a giving growth goal of 8.5%, which feels very solid based on our growth from 2022-23 and the growth in pledges this year.

We are continuing to draw from the Mission Fund, and also continuing to decrease the draw annually (\$25k budgeted last year, \$20k budgeted this year). If we continue reducing our draw by \$5k each year, we'd be drawing from the fund for the next 4 years, approximately.

The Parsonage fund is struggling a bit more than the mission fund, as it's a smaller fund so doesn't have as much interest potential. Last we we drew \$24k, and this year we're budgeting \$15k to plan to significantly reduce

Deferred maintenance fund, where is that reflected? There's currently \$80k they haven't spent because the planned projects take a longer period of time, so we didn't draw into that fund this year.

Music Mondays and Food Ministry lines are budget-neutral since they draw from dedicated lines, not our congregational giving expenses.

Space sharers is another major source of income. In 2023 we came in about \$20k short because one of the main space sharers we were counting on was delayed in 2023 due to permits, etc. Is that rental now confirmed? We are meeting with them to confirm and sign contract next week, with an ideal start date of February. Amanda and Pastor Danielle have talked about doing some active advertising around that in order to aim to increase funding. The ongoing new rental should not have any negative impact on current or future rentals.

Excluding Music Mondays & Food Ministry \$486k vs actuals of \$426k in 2023 (and budget of about \$490k in 2023).

Music Mondays generates their income from a combination of grants and audience giving (at the door or through regular donations). If someone gives in a

weekly envelope labeled Music Mondays, what line does it go to? Direct to the Music Mondays line, only general giving goes to Weekly Envelopes Expenses stay mainly the same. All staff gets a 3.2% cost of living increase.

Bringing an associate minister this year would mean adding \$50k to our budget overall. This gives us time to have a full call process, as well as establish conversations with the congregation so we can ramp up giving into this. We have budgeted to maintain Hayley at her current level, with a slight increase.

We are still beating bushes for funding, etc.

What are the impacts on the congregation if we lose Vicar Hayley? There is a dearth of pastors, so it's certainly possible and likely for her to receive a call

We didn't receive major budget requests from ministry areas, but there's not a ton of wiggle room, so things remain fairly flat from actuals/realistic projections from 2023.

Looking at a year end expense of \$501k, which leaves us with a deficit of \$15k. The hope would be to make that up with more growth than what we anticipate, but it feels within the realm of a reasonable and responsible deficit.

Action (Motioned, Seconded, Approved): The Council voted to approve the budget to share with the congregation in the annual meeting at the end of the month.

Thank you to Hans and the budget team for your dedicated work here!

3. Constitution Update

We received approval from the Synod on our adjustments! We presented in a small meeting of the congregation to share the process, and the constitution draft will be shared with the congregation along with the ministry reports.

Music Mondays position request

Music Mondays would like to add a production coordinator that would be paid for from Music Mondays dedicated fund, so would not impact the overall Advent budget.

Action (Motioned, Seconded, Approved): The Council voted to approve the production coordinator position as written.

4. Council 2024 – Looking forward

We discussed people willing to lead Council in 2024, sharing this update with the current Council ahead of official nominations and voting in February.

Bree is generously planning a time for Council fellowship and leadership orientation. It will be focused on where to find documents, some synod resources, and time for fellowship. This will be at Damaris's apartment

5. Annual Meeting Planning

- a. Agenda
 - i. Budget (vote) – Hans
 - ii. Constitution (vote) – Mary Jordan
 - iii. New Council Members (vote) – Bree & nominating committee
 1. We discussed last month that no Council members have expiring terms, though Kathy & Amanda's first terms will be ending. Do we need a nominating committee to handle potential re-nomination or replacement?
 - iv. Nominating Committee (vote) – Dorothy
 - v. Synod Assembly 2025 mention
 1. There is a clause in the constitution about electing as a congregation members for synod assembly. The next synod assembly isn't until 2025
 - vi. Deacon Carlos call renewal (vote) – Mary Jordan
 - vii. Property update (no vote) – Mary Jordan & Linda
 - viii. [Visioning activity](#) – Dorothy
- b. Logistics
 - i. Location – sanctuary or basement?
 1. Stay in the sanctuary
 - ii. Fellowship/food – do we want to organize a meal?
 1. Yes, basic sandwiches and people can bring cookies. Then come downstairs for fellowship and a meal. Laura & Carlos will coordinate. Could also order sandwiches and have people contribute at will.
 - iii. Live Streaming – is Maya able to stay and help manage a Zoom component?
 1. Pastor Danielle is confirming this.

6. Bree Vandenberg acknowledgement of service

Thank you Bree for your 6 years of dedicated service on Council!

7. Upcoming Meetings

- a. New Council orientation – Tue Feb 6
- b. Next Meeting – February 21 at 7pm hybrid

Adjournment — Closing Prayer

Pastor Danielle closed the meeting in prayer.