

Minutes from April 25, 2022 - Christ Our Shepherd Council Meeting

In attendance: Pastor Beecher, Pastor Wiese, Rick Burnett, Scott Bosecker, Shelly Jones, Patrick Bauer, Lisa Manthey, Carol Jenson-Linton, Mark Bunker, Brad Harris, Steve Gundersen, Sydney Watton

The meeting was called to order later than 6:30 pm due to Scott Bosecker fumbling the start-up of the electronic equipment in the Conference Room. Eventually that challenge was overcome and Council President Rick Burnett presided over the meeting via Zoom from his home.

The devotion was presented by Carol Jenson-Linton.

For the benefit of all attendees, but in particular for Sydney Watton, all members introduced themselves.

PASTORS REPORTS:

Pastor Wiese gave an overview of the Sanctuary Renewal Project and outlined the methodology for retaining Alberto Portela (Architect & Liturgical Design Consultant of Tampa, FL). Primarily this involved a rationale for providing Mr. Portela with financial guidelines which would give him guidance as to the potential budget for our project.

At this point Rick Burnett gave his thoughts on the importance of having a financial number available both for Mr. Portela and for a potential Capital Campaign.

Pastor Wiese announced that the normal Communion practice of intinction had been in place for the past couple of weeks and this had been well received by the congregation. Communion "Kits" continue to be made available to the congregation.

Pastor Wiese informed us he would be serving as a member of the ELCA Senior Pastors Conference and that he will be participating at the upcoming annual Southeastern Synod Assembly.

Pastor Wiese outlined personnel issues confronting the congregation. He confirmed that although Shelly Jakubowski had been hired (30 hours/week) as an Interim Coordinator of Youth & Family Ministry, the work to define a salary/benefit package for a permanent Youth & Family Director continued.

Work also continues on developing a job description for a new Music Minister and determining a salary/benefit package for this position.

Pastor Wiese briefly mentioned that this past Holy Week had been one of the best ever with just over 600 in attendance.

Pastor Beecher began by commenting on her positive emotions at the Easter service as she gave communion to a member.

Pastor Beecher presented visual highlights of her month's activities which included Easter Vigil, Youth Mom's Group, High School Lent Project and 3 Funerals (including the first time in a LONG time that we've had a big funeral reception),

Pastor Beecher informed the council that Preschool has served as a conduit for new members. Four families with children in the preschool have joined the church and a couple more were likely to do so. Pictures of robed youth acolytes were presented, again something that has been missing for some time due to COVID. Pictures of the High School youth and teachers were shown which included 8 puppies that had been brought to a Wednesday event.

Pastor Beecher informed us that gift baskets had been taken to Christian City. A picture of our 11 confirmands was shown.

On a personal note, Pastor Beecher let us know that she and David were planning on going to the Holy Land in January.

FINANCE REPORT:

Mark Bunker supported his financial report with multiple spreadsheets and other printed data. He reported revenue was "better" in March but was still 10% under budget. Due primarily to savings in personal due to some unstaffed positions, our expenses were considerably below budget. Should all this remain steady for the rest of this fiscal year, we should show a positive value for the year.

Mark reported that the Easter Sunday giving was "huge".

FISCAL YEAR 2022/2023 BUDGET

Mark Bunker presented the proposed budget. This budget has a projected \$91,000 deficit. Mark indicated that giving has not rebounded this past year as had been projected in last year's budget. However, the past few months have shown marked improvement in giving. \$32,000 in profit will be taken from investments. Anticipated revenue was placed at \$931,000. Mark noted that this budget could be tweaked as late as the Financial Committee meeting on May 30th.

Many of the projected increases in expenses reflect inflation, higher personal costs and increased costs associated with the building being used more. Mark pointed out that staffing costs are still a big unknown at this point.

The \$91,000 deficit is large but we have cash on hand that provides a fair amount of cushion.

At this point there was a discussion of Mark's report by council members.

After this discussion, council generally felt that it was comfortable with the budget as presented. Mark said he and others would continue to look at the coming month's numbers in an effort to sharpen the values used for their projections.

PERSONNEL COMMITTEE:

Joni Siefert will become a voluntary Assistant Financial Secretary.

A discussion ensued regarding "search teams" for the Director of Youth & Family Ministry and Minister of Worship & Music.

PANDEMIC UPDATE:

It was decided, for the time being, that monthly pandemic updates could be suspended. It was noted that on May 10th people would be getting together to discuss pandemic related policies which would then be added to the congregation's Emergency Preparedness Document.

SANCTUARY RENEWAL UPDATE:

Brad Harris reported on the latest from the Sanctuary Renewal Project. Orders of operations had been looked at and it was decided that ceiling painting should proceed light replacement to avoid paint getting on the new lights

Paint contractors for the ceiling had been contacted and bids were in work.

A discussion ensued regarding the need for a plan from Alberto Portela to be in hand prior to additional work (beyond lights and ceiling paint) being done on the Sanctuary. Mark Bunker mentioned a Capital Expenditure Requests (CER's) needed to be completed prior to moving forward on these larger expenditures.

A discussion of tradeoffs regarding the Sanctuary Renewal Project priorities followed.

DOCUMENT MANAGEMENT:

Steve Gundersen presented his findings & philosophies regarding Document Management & Retention. Effectively we are in the beginning stages of how to utilize 21st century technologies to help manage the church's documents.

ADMINISTRATION ITEMS:

March minutes were approved.

The church's security system needs work and how to do that effectively is being explored.

The meeting was adjourned at approximately 8:35 pm with the reciting of the Lord's Prayer.

Respectfully submitted by Scott Bosecker