

Christ Our Shepherd Lutheran Church Congregational Meeting Minutes January 26, 2025

The meeting was called to order by Congregation President, Bill Grabill at 12:18 PM in the COSLC Sanctuary.

Key Attendees: Pastor Wiese, Bill Grabill, Mark Bunker, Ben McCumber, David Pfundt, Larry Peterson, Ellen Pfundt, Eric Jakubowski.

88 members present and in addition to 9 online participants.

Opening Prayer & Remarks - Pastor Fritz Wiese

Thank you to our outgoing council members: Shelly Jones, Patrick Bauer, Steve Gunderson, Katie Snyder. Thank you to officers who have served including President Grabill, VP Ellen Pfundt, and Secretary Katie Snyder. Council will elect new officers at the next Council meeting.

- Special thank you to staff members in their roles:
 - Barbara Anderson (Director of Connecting Ministry)
 - Ingrid Hudson (Director of Children and Family Ministry)
 - Ethan Miller (Director of Youth and Family Ministry)
 - Brad Milburn (Director of Technology for Worship & Presentation Ministries)
 - Kendra Milburn (Director of Communications)
 - Larry Peterson (Director of Worship and Music Ministry)
 - Steve Profeta (Accountant)
 - Joanie Siepert (Assistant Music Minister)
 - Linda Volckmann (Director of Administration)
- Sanctuary renewal was a great success.
- A 50 year celebration for the church is coming up.
- Thank you for continuing to support two pastors into the future.

Introduction - Bill Grabill

- Appreciation for the congregation showing up all through the year. Extra thanks to the staff members and Pastor Fritz for their efforts over the past year.
- Annual report is online for your review.
- **Approve Staff Reports for 2024 -**
 - Motion to approve. Approved by unanimous voice vote.
- **Approve Minutes of May 19, 2024 Congregational Meeting**
 - Motion to approve. Approved unanimously by voice vote.

Mid-year Financial Update - Mark Bunker

- The church is through the first 6 months of the fiscal year.

- FY2024 income about 2.2% above budget. Operating expenses 9% below budget (bulk of savings from personnel because not fully staffed). Net operating income resulted of \$13,451 as compared to the original budget that included \$110,000 deficit. Great job.
- December FY25 – we are 0.4% below income budget and up 3.4% over the prior year. Expenses are 13.1% below budget (savings in personnel) though maintenance is over budget (\$13K). Net income year to date should cover budgeted loss.
- No capital gains on investments have been taken year to date.
- Income is highly variable from month to month with \$37K shortfall in Nov/Dec and \$35.3K positive variance in July. For example, in the last 6 months there has been a 41% favorable month and a 21.2% unfavorable month.
- Investments have yielded almost \$60K in the last twelve months.
- Expenses are well controlled but much of the savings from the associate pastor – so when that is filled, the expenses will increase.
- Overall our balance sheet remains strong. Thank you for your giving.

Call to Action (CTA) Fund Proposal Introduction - Bill Grabill

- History: Over 20 years ago, we identified the need for more space to expand. The church had an unexpected offer for Walgreens to buy the church property and the congregation accepted the sale. To fund a relocation of the church, a 3 year fundraising campaign was initiated. The sale of the property was based on a rezoning request to the city. The city denied that request and the sale fell through.

Still acknowledging the need for additional space, the congregation looked for additional outdoor space and revised the conditions for use of the fund. After several years, on Oct 12, 2011 the church purchased 35.5 acre Palmetto Rd property. The largest expenditure out of CTA was the purchase of Palmetto Rd. Upon purchase, the church had to repair the water control structure (dam) for the lake. The church also paved the entrance road from the gate to the camp store. Last year the church received a gift of over \$400,000 for the Palmetto Rd property to fund projects, including the restrooms.

- In May, the congregation will be asked to close this CTA account and the remaining funds will be used for qualifying projects at both campuses. Council feels the most pressing need today is for backlogged maintenance projects at the 101 N. Peachtree Parkway church facility. Any questions about this proposal can go to Bill Grabill, Pastor Fritz, or any council members. Originally this fund was >\$900,000. About \$99,000 is left in the account.

Election of New Council Members - Bill Grabill

- 4 new council members –
 - Brenda Bartlett Adams (3 year term)
 - David Turk (3 year term)

- Davida Kilgore (2 year term)
 - George Axford (3 year term)
- Motion to approve. Approved unanimously by voice vote. These new council members are elected.

Election of new Synod Assembly Representatives (3) - Bill Grabill

- George Axford
- Carol Axford
- Jaycine Lester

Motion to approve. Approved unanimously by voice vote. These synod assembly members are approved.

Additional Reports -

50th Anniversary - Ellen Pfundt

- Planning committee is led by Carol Jenson-Linton
- Lots of announcements of milestones coming including a display in the narthex of the church.
- A pictorial directory is planned in celebration of the 50th anniversary. Pictures will be taken during lent. Please sign up to have your picture taken when it is time. There will be pre-orders for the directory printing.
- There will be a 50th anniversary memento.
- Large Celebration is planned for September 21 with a luncheon and service.

Sanctuary Renewal Phase 2 - Dave Pfundt

- Phase 1 is complete. Phase 2 will begin this spring and has 3 scope areas.
 - 1) Chancel Furniture - Altar, Ambo and Baptismal Font. Final drawings and pricing is nearing completion.
 - 2) Visual – instead of two side projector screens, there will be two LED screens, like the center banners, mounted on the wood plank wall. This will provide better illumination and a crisper image than the projectors. Proposal being finalized.
 - 3) Sound enhancements – scope includes replacing ceiling hung speakers and additional chancel microphones. Scope and pricing being finalized.
- Questions:
 - Are there going to be railings on the altar – yes, it's being discussed, but no exact plan is available yet.
 - New LED panels will be smaller than projectors. Concern was expressed that the screens will not be large enough to be legible. They will be larger than the ones in fellowship hall, but not as big as the current projectors. However, the crispness of the image should be better than the projectors so they should not have to be

as large. The proposal is for 60x80" LED panels. There will be a TV monitor mounted on the far left side of the sanctuary for those few seats that cannot see the LED displays.

Building Maintenance Backlog - Dave Pfundt

- Last summer the Facilities Management Team (FMT) was broken into two teams – one for 101 N. Peachtree Parkway and one for FMT Palmetto Rd. Reason for the split is each property has different scope and needs. FMT 101 is focused on an aging facility and capital projects, maintenance needs. FMT Palmetto is more of a development focus and grounds maintenance.
- A 5-year capital improvements work plan has been put together for 101 N. Peachtree Parkway. It was created as a long-term vision for capital projects and major cyclical maintenance needs and serves as a tool for the finance team and council when developing annual budgets.
 - These are larger ticket items outside the typical operating budget.
 - For example, we have 22 HVAC units. Older ones that still use R-22 (8 total) need replacement over time. Other projects include parking lot repair, resurface and striping, Smart Wi-Fi thermostats (energy efficiency), restroom renovations, fellowship hall upgrades, to name a few.
 - Capital costs and life cycle replacements are staggered over a 5-year period.
 - If anyone is interested in this committee, we will meet every 2 months to evaluate the plan and any new needs that arise.
 - Copy of the 5-year plan is available.

Call Committee - Ben McCumber

- Thanks to the members of the committee.
- The committee was given 9 rostered profiles. That was narrowed down to 3 for interviews. 2 candidates accepted interviews.
- The committee has done two interviews with each candidate. In person visits planned (private visits). This process will be closing soon and turned over to the council for next steps.
- The quality of candidates has been great.

Palmetto Rd. Management - Eric Jakubowski

- New bathrooms were completed at Palmetto Road
- A generous gift from the Bowman family gave the church resources to continue improving the property.
- Please consider joining the planning committee for the Palmetto Rd vision. These ideas would be presented to council, staff, and the congregation.
- We do also need volunteers to do some maintenance work at Palmetto Rd (e.g., Lawn mowing – with the available mower).

- We used to pay a landscaper to mow the front fence and near the camp store, which cost \$500 a month (\$6k a year) for 10% of the property to mow.
- Congregational members have held up the rest of the mowing.
- With approximately 8 volunteers, we are hoping mowing duties are once a month or less for each volunteer.

Questions from the floor - Bill Grabill

- Are there photos of the new sanctuary furniture for the altar? Dave Pfundt: We have drawings and wood stain colors. When it is all finalized, we can share with the congregation.
- How are we on the budget for sanctuary renewal? Do we have enough money for Phase 2? Mark Bunker says we have to get final quotes but it looks like the budget for sanctuary renewal will cover it.
- Will we get altar handrails? This is the number one question. We plan to address it.
- Is there a general timeline for the altar furniture? New Holland furniture is doing the furniture. That is the same company that provided the new chairs in the sanctuary. 4-5 months to complete the furniture. We hope to have the furniture by September.
- Will risers for the choir be in phase 2 or further out? Larry is still developing ideas.
- Call to Action – what is the actual balance of that fund? Approx \$99K. The actual proposal for vote in May will be published prior to the vote and the account balance will be updated.
- The call committee: what is the best case scenario associate pastor timing? Spring sometime, but we cannot commit to an exact date. That person has to navigate leaving an existing congregation and moving their families.

We will close this meeting, after this will be the mission endowment meeting annual meeting and vote lead by Minka Fulton.

Closing Prayer by Pastor Fritz & Adjournment

Pastor Fritz closed in a verse of *Now Thank We All Our God* hymn and a prayer.

A motion was made, seconded, and approved to adjourn the meeting at 1:18 PM.

Respectfully submitted,
Katie Snyder