

Grace Lutheran Church Council Meeting Minutes
Tuesday, January 28
6:00 pm



Elders Present: Bob Eggink, John Galli, Marlin Golnitz, Brian Hauptmann, Eric Johnsen, Christine McGraw, Carole Ryan, Pastor Chris Tweitmann, Valerie Wiegman

Elders Absent: Jon Timmons

Staff Present: Betty Wardle

Staff Absent: Jean Kucukarslan

Guests Present: Drew Williams (dinner portion only), Matt Chavez (dinner portion only), Joyce Eggleston

I. Dinner together

During dinner Drew told the elders about his upcoming internship with Grace and Matt Chavez, principal of Brethren High School, spoke about the school.

II. Call to Order and Opening Prayer

- a) The meeting was called to order at 7:00pm by Marlin Golnitz
- b) Opening prayer was given by Bob Eggink.

III. Council Consent Agenda

- a) Minutes of the December 3, 2019 council meeting were previously approved via email.
- b) Pastoral care report and report of baptisms, weddings, memorial services and membership changes for December and January were presented.
- c) Pastor Marv Combs sent written report
- d) Committee Reports
 - 1. John Galli presented a written report for Local Missions and highlighted portions of the report.
 - 2. Cynthia Galli Introduced our partnership with Hoag Hospital to the council. It is a faith-based community nursing program. Cynthia and Joyce Eggleston are talking of merging our safety committee with the health program. The first project was a flu clinic at Grace last November. Cynthia is talking to other health care professionals at Grace to be part of the committee. Hoag offers various classes for our congregation and surrounding community including CPR and AED training. There is a \$600 annual donation to Hoag.

Motion was made to adopt the Hoag program.

Motion was seconded.

Motion was approved.

Motion was made to approve and accept the Consent Agenda.

Motion was seconded.

Motion was approved.

IV. School Update

- a) School Financial Report

Christine McGraw presented a treasurer's report for November and December for the school. (attached)

The school is currently in a negative financial position

Budget items will be reviewed

A Chinese school has started holding classes on the Grace school campus. They will be paying \$4,100 per month for rent and supplies.

Motion was made to accept the Treasurer's report for the school.

Motion was seconded.

Motion was approved.

b) Principal's report

- Written report is attached, Pastor Chris gave verbal report.
- Current student count is 193.
- The 7th grade teacher quit. Four other teachers are currently being paid additional salary to cover her classes while looking for a long-term sub.
- There have been discussions about a combo 5th/6th grade class next year.
- The school is looking at a schedule change to accommodate a week off in February.
- WASC accreditation has been postponed until November.
- Special needs students continue to be a challenge. There will be a question regarding special needs on the new application in order to best minister to all the students.
- A large donation was received for a robotics lab.

Motion was made to accept the Principals report.

Motion was seconded.

Motion was approved.

V. Care Connections Update

- a) Christine McGraw presented a written financial report for November and December (attached)
1. November and December looking great. Both months finished in the black.
- b) Care Connections is still not using their second location at Redeemer Lutheran due to water damage. It now looks like it may be April or May before they can return

Motion was made to accept the Care Connections Financial Report.

Motion was seconded.

Motion was approved.

VI. Church Update

a) Church Financial Report

- Christine McGraw presented a treasurer's report for November and December for the church. (attached)
- Grace has had to make unexpected upgrades to our fire alarm system. These are necessary to stay within city code as well as keeping it up to date for safety reasons. Council discussed the appropriate account to use for this project.

Motion was made to use capital campaign funds for these upgrades.

Motion was seconded.

Motion was approved.

Motion was made to accept the Treasurer's report for the church.

Motion was seconded.

Motion was approved.

b) Line of Credit Status

- The line of credit for \$250,000 with Pacific Premier Bank was signed and the documents are recorded.

c) Combined Service

- The congregation will have their first conversation regarding moving to a combined service after the congregational meeting on February 16. Copies of the initial survey and the comments that were given in the survey will be given to the congregation at that time. It will be a brief conversation to share feedback and ask questions.
- After the first conversation there will be 2-3 small group conversations.
- After those conversations, there will be another large group conversation if needed.
- The current plan is to vote on a proposal for one combined service at the May 17 combined service. Pastor Chris would like 90% agreement to move forward.
- Music style is the biggest issue. Initially, a combined service may be our music groups sharing the service and experimenting on ways to combine.
- Whether the proposal passes or not, there will still be combined services in the summer, like last summer, to give our Sunday morning teams a break.

d) Capital Campaign Follow up

- There have been no meetings with Jeff Kjellberg recently.
- There has been discussion of mid-campaign pushes both after Easter and in the fall.
- The AAT will reconvene to do the 2 pushes and after-action wrap up.

e) Elder Responsibilities – Member Care

- Connect cards are being tracked. There is discussion about Elders following up with Grace members for spiritual care. This care would look different for the different generations in the church. There will be a small group created to develop a plan and it will be brought back to council.

f) Zero Based Budget

- Pastor Jon's brother-in-law will be invited to the February council meeting to explain zero-based budgeting and how that could look for Grace.

g) Council Meeting Dates/Elder Workshop

- Council meeting dates will be moved to the 3rd Tuesday of the month
- Marlin Golnitz would like to hold an elder workshop for in depth discussions about budget, member care and other items. Marlin proposed either a Saturday morning or stretching the current meetings by starting the meeting portion at 6:30 instead of 7pm. The elders agreed that the meetings should start at 6:30.

h) WOW guest issue

- A written incident report was presented regarding continued unacceptable behavior from one of the WOW guests. It was agreed by the elders that she would be told that she was no longer welcome on the property.

VII. Brethren Christian Update

- Pastor Chris meets weekly with Matt Chavez and gave an update on Brethren.

VIII. Adjournment

- a) Closing Prayer by Pastor Chris
- b) Marlin Golnitz adjourned the meeting at 9:25pm.

Respectfully submitted,

Carole Ryan
Council Secretary

Next Meeting will be February 18. Jon Timmons will provide dinner.

Upcoming Events/Reminders:

- 1/30 – 2/2 Women’s Cursillo
- 1/31-2/2 HS & Jr HS Winter Camp
- 2/6 – 2/9 Men’s Cursillo
- 2/7 – 2/8 IF Gathering Woman’s Conference
- 2/16 Combined Service: Scout Sunday, Announce New Members
- 2/16 Congregational Meeting-elect Nom. Team, Combined Service conversation follows
- 2/26 Ash Wednesday
- 2/28 BCCHS Jazz Night in Sanctuary

APPROVED

Grace Lutheran Church and Schools

Treasurer's Report - January 2020

Church Balance Sheet - Summary highlights

Current Cash Assets	Oct-19	Nov-19	Dec-19
General Fund Balance	\$ 38,986.80	\$ 65,262.80	\$ 83,151.95
Payroll Fund Balance	\$ 3,235.40	\$ 3,385.40	\$ 3,312.80
Petty Cash	\$ 400.00	\$ 400.00	\$ 400.00
Church Operating Cash	\$ 42,622.20	\$ 69,048.20	\$ 86,864.75

Long Term Assets

Capital Campaign Balance	\$ 303,434.00	\$ 331,113.00	\$ 366,438.00
Total Other Restricted Funds	\$ 412,085.89	\$ 419,565.31	\$ 449,097.15
Foundation Balance (as of month-end)	\$ 100,001.33	\$ 103,246.70	\$ 106,116.97
Total - Church Cash	\$ 815,521.22	\$ 853,925.01	\$ 921,652.12

Long Term Liabilities

Real Estate Loan Balance	\$ (289,814.98)	\$ (288,153.07)	\$ (286,213.89)
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Church Budget Performance	ACTUALS	BUDGET	ACTUALS	BUDGET
	November-19	November-19	December-19	December-19
Total Giving/Program Income	\$ 74,090.86	\$ 65,468.36	\$ 97,099.05	\$ 95,270.36
Total Expenses (incl loan prin pymt)	\$ (66,942.27)	\$ (61,600.97)	(\$82,488.58)	\$ (81,962.97)
Total Net Gain/(Loss)	\$ 7,148.59	\$ 3,867.39	\$ 14,610.47	\$ 13,307.39

Church Budget Performance	YTD	YTD
	Perf-Actual	Perf-Budget
Total Giving/Program Income	\$510,946.20	\$419,480.84
Total Expenses (incl loan prin pymt)	(\$475,579.33)	(\$419,982.18)
Total Net Gain/(Loss)	\$35,366.87	(\$501.34)

Notes:

The monthly Real Estate Loan payment was made in November and December.

Giving in November was 7% ahead of budgeted figures and 7% ahead of last year. Nov attendance was below 2018.

Giving in December was .4% ahead of budget figures and 5.2% ahead of last year. Dec attendance was above 2018.

OCCCO

Care Connections Inc/Exp Stmt	Oct-19	Nov-19	Dec-19
Total Program Income	\$13,178.50	\$14,047.90	\$14,160.00
Total Program Expense	(\$10,330.81)	(\$10,445.03)	(\$13,741.35)
Total Net Gain/(Loss)	\$2,847.69	\$3,602.87	\$418.65

OCCCO Fund Balance (at month-end)	\$ 35,350.85	\$ 38,914.29	\$ 39,332.94
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OCCCO Total Program Income	YTD	YTD
	Perf-Actual	Perf-Budget
OCCCO Total Program Income	\$79,066.90	\$74,651.00
OCCCO Total Program Expenses	(\$67,308.32)	(\$79,945.94)
YTD Profit/(Loss)	\$11,758.58	(\$5,294.94)

Grace Lutheran School

School Balance Sheet - Summary highlights

Current Cash Assets	<u>Oct-19</u>	<u>Nov-19</u>	<u>Dec-19</u>
General Fund Balance	\$ 97,385.61	\$ 85,495.58	\$ 39,677.74
Reserve Acct Balance	\$ 66,663.43	\$ 66,574.48	\$ 64,392.12
MMkt Acct Balance	\$ 2.05	\$ 2.05	\$ 2.05
School Operating Cash	\$ 164,051.09	\$ 152,072.11	\$ 104,071.91

School Budget Performance	<u>ACTUALS</u>	<u>BUDGET</u>	<u>ACTUALS</u>	<u>BUDGET</u>
	<u>November-19</u>	<u>November-19</u>	<u>December-19</u>	<u>December-19</u>
Total Program Income	\$ 175,747.88	\$ 180,350.90	\$ 176,244.86	\$ 165,678.19
Total Expenses	\$ (160,707.91)	\$ (154,070.88)	\$ (202,296.92)	\$ (198,340.04)
Total Net Gain/(Loss)	\$ 15,039.97	\$ 26,280.02	\$ (26,052.06)	\$ (32,661.85)

School Budget Performance	<u>YTD 12-31-19</u>	<u>YTD 12-31-19</u>
	<u>Perf-Actual</u>	<u>Perf-Budget</u>
Total Program Income	\$ 1,063,475.29	\$ 1,048,377.68
Total Expenses	\$ (1,180,289.73)	\$ (1,149,048.61)
Total Net Gain/(Loss)	\$ (116,814.44)	\$ (100,670.93)

Budget Notes:

-Income is ahead of YTD projections, but so are expenses. It is anticipated that income in the second half of the year will close that gap. The annual budget does not have us finishing with a loss.

-The gap is due largely to over-budget operations expenses - either underestimated or unanticipated amounts. The Chinese school began operations on the campus in January and that un-budgeted income will help offset the gap.

-Property taxes in the amount of \$6,116 were budgeted for payment in November, but actually paid in December.

GLS Principal's Report to Council

January 28, 2020

GLS School Calendar

- ♥ January 27: Open Registration Begins
- ♥ January 29: ½ day teacher in-service
- ♥ February 3-5: 7th graders in Catalina
- ♥ February 5-7: 5th graders in Astrocamp

Preschool Enrollment

January 2020

Student count at the time of running report 90 children

•Billing for the month of January was \$54,714.

Elementary Enrollment:

January 2020

Current Enrollment:

JK-17

K- 24

1st-20

2nd-17

3rd-18

4th-7

5th-15

6th-29

7th-16

8th-30

Total-193

- We just started priority registration for 2020-2021 school year
- Leslie is touring every day

Rec Club

Total billed for Rec. for Dec. 2019 was \$8297. Jan. 2020 will be completed this weekend before I head off to Catalina. We've had a few plan changes with a couple students. Some have added more Rec. Days and 1 has dropped rec. club, but our numbers are relatively equal.

Rec. Club is business as usual for the most part. Our 4 clubs are in full swing with record attendance amounts for each. Between Soccer, Chess, Lego and cooking we have a total combined number of 54 kids enrolled, not included homework club.

I am in the initial steps of setting up Summer Camp for 2020. More to come.