

# CENTRAL LUTHERAN CHURCH CONGREGATION COUNCIL

## MEETING MINUTES – APPROVED

February 28, 2023

**Call to order:** The meeting was called to order at 6:00 pm by President Jeff Block.

**Members present:** Pastors Peter Nycklemoe and Melissa Pohlman, Julie Anderson, Rachel Moeller, Ann Oyen, Rod Richter, PJ Ritters, Rexanne Spicer, Karl Starr, Heidi Tysk-Poppe

**Members excused:** Pastor Stephanie Friesen, Laurel Stewart

**Staff present:** Pat Hansen

**Christ Care Prayers:** Pastor Peter invited all to share their joys, sorrows, concerns, and thanksgivings, which were then lifted in prayer.

**Introductions and Getting Acquainted:** President Jeff welcomed PJ Ritters, newly elected at-large member to the council. Also elected was Laurel Stewart, who will be joining the Council in March. All in attendance then introduced themselves, sharing about their lives and becoming a part of Central.

**Adoption of the February Agenda:** The Meeting Agenda was adopted.

**Approval of Minutes from January Council Meeting:** The Council Meeting minutes for January 24, 2023, were approved.

**Action Items – approved with a motion, second, discussion and unanimous vote:**

1. Received into membership on Sunday, January 29, 2023:

Courtney Brumbaugh	Joey Jones
Gregory Brumbaugh	Alex Kirkland
Jaxon Brumbaugh	Elina Koivussari
Annie Deneen	James Lawrence
Niles Deneen	Mary Lawrence
Christine Drotning	Christopher McCarty
William Drotning	Hugh McGill
Shelbie Farness	Nancy McGill
Alaina Felt	Melanie McRae
Katherine Fictorie	Scott McRae
Jordan Freeman	Anne Neumann
Theodore Grindal	Jill Ostrem
Michele Grindal	Sten Ostrem
Sandra Gadbois	Joan Pechauer
Timothy Gadbois	Amy Schultz
Elizabeth Hartwell	Amy Shirilla
Seth Hartwell	Paul Shirilla
Josef Hjerpe	Eric Walbolt
Lynette Huhn	Chloe Wasserburger
Bryan Johnson	Jessica Keil-Wornson

Children joining with their parents:

Asher, Eloise, and Theodore Deneen  
Anna and Jacob Hartwell

Ezra Johnson  
Claire and Elizabeth Shirilla

**Financial Reports:** Treasurer Karl Starr summarized the monthly financial reports through January 31, 2023 – Analysis of Revenue & Expense, Balance Sheet Analysis, Building Renewal Project to Date, Revenue & Expense, Designated Fund Summary, the Alerus Account Summary. These financial reports were accepted by the Council.

**Life Passages for January 2023:**

1. **Funerals/Burial Services**

- a. **Michael Joseph “Mitch” Rasmus** (*January 10, 1946 – January 15, 2023*) funeral was held at Central Lutheran on Wednesday, January 25, 2023, at 11:00 a.m. Pastor Melissa Pohlman presided.

**Information Items were shared verbally by Pastor Peter for conversation:**

1. Parking Lot Easement Offer and Special Congregational Meeting Details
2. Council Strategic Planning Process Next Steps – Meetings:
  - a. Sunday, March 5 at 12:30 pm
  - b. Wednesday, March 15 at 1:00 pm
  - c. Thursday, March 23 at 10:00 am
  - d. Sunday, March 26 at 12:30 pm
3. On-boarding Information Items:
  - a. Council packets/notebooks
  - b. Council roster and contact information
  - c. Staff list and contact information
  - d. Strategic Planning Summary Document
  - e. Walking with/advocating PowerPoint
  - f. Constitution
  - g. Personnel Manual and Core competencies
  - h. Mission statement, welcome statement and “brand statement” how we are the church here and in daily life
  - i. Committee and Task Force Structure
  - j. The proposed meeting schedule for the year
  - k. Emails and communications, mailboxes, and details
  - l. Central Lutheran Foundation, Parking and Events
  - m. Shared Rostered Leaders reports (sample from December)
  - n. Annual Report

**Closing Prayer and Adjourn:** After closing with the Lord’s Prayer, the meeting was adjourned at 7:30 pm.

The Council’s next meeting is scheduled for March 28, 2023, at 6:00 pm.

Respectfully submitted,

Pat Hansen

Recording for Heidi Tysk-Poppe, Council Secretary

**Central Lutheran Church**  
**Treasurer's Report**  
**January 31, 2023 Financials (1 month)**

	<b>Annual Budget</b>	<b>Jan 31 YTD</b>	<b>% of Ann Budget (8%)</b>
Income	\$3,393,350	\$362,104	11%
Expense	\$3,373,507	\$262,185	8%
Surplus (Deficit)	\$19,843	\$79,920	403%

**Operating Fund – Key Revenue Items**

<b>Revenue Source</b>	<b>Jan Actual</b>	<b>Jan Budget</b>	<b>2023 Year-to-Date Actual</b>	<b>2023 Year-to-Date Budget</b>	<b>2022 Year-to-Date Actual</b>	<b>Year Over Year Change – Actual</b>
Regular Offering	\$201,956	\$200,00	\$201,956	\$200,00	\$188,907	7%
Parking	\$10,279	\$27,083	\$10,279	\$27,083	\$5,860	75%
Foundation	\$108,000	\$108,000	\$108,000	\$108,000	\$101,000	7%

**Assets / Liabilities**

<b>Select Key Assets:</b>	<b>January 2023</b>	<b>December 2022</b>	<b>1 mo. Change</b>
Operating Checking <sup>i</sup>	\$216,733	\$142,233	\$74,500
Operating Reserve <sup>ii</sup>	\$273,341	\$271,479	\$1,862
Designated Account Asset Support <sup>iii</sup>	\$542,680	\$550,614	(\$7,934)
<b>Select Key Liabilities:</b>			
Designated accounts			
Repair fund (consumables)	\$37,341	\$41,091	(\$3,750)
Long-term capital projects	\$169,293	\$169,293	\$0
Foundation reserve	\$64,283	\$64,283	\$0
All other designated accounts	\$258,42	\$270,045	(\$11,603)
TOTAL Designated accounts	\$529,359	\$544,712	(\$15,353)
Mission Investment Fund Mortgages <sup>iv</sup>	\$6,339,172	\$6,358,699	(\$19,527)

<sup>i</sup> Operating checking and operating reserve together provide \$490,074 of available operating cash. This is a strong cash position and represents an increase over year-end 2022.

<sup>ii</sup> Includes regular reserve savings and Alerus Wealth Access.

<sup>iii</sup> Goal is to maintain assets supporting designated accounts that are at least equal to the total of all designated accounts. Thanks to market recovery, this goal is once again being met (\$542,680 in designated fund assets vs. \$529,359 in designated accounts).

<sup>iv</sup> Long- and short-term mortgages are in process of being consolidated.