

St. Luke's ELT Meeting

Monday, September 17th, 2018, 6:00 p.m.

Members in attendance: Randy Sloper, Barb Erickson, Teri Sato, Dave Hoag (via phone), Pastor Dan, Jonathan McVety, Vickie O'Connor, John Taylor and Alice Phillips

Dave opened the meeting in prayer.

Approval of the May 21, 2018 minutes was deferred until the minutes are available.

June 24th Congregational minutes were approved.

August 19th Minutes were approved.

Financial Review

P&L Summary (August)

August Result:

- Total Income = \$124,359, down (\$21,988) vs prior year
 - Offerings & Gifts (-1.6%) which is improvement over prior months)
 - Daycare (-22.6%) – 2017 was unique as delinquent payments were collected in Jul/Aug adding an artificial bump over the period. Therefore, the negative result is not alarming and income is on-par with 2016 actuals.
 - Schools (-65%) not alarming as many prepayments occurred in July that puts us up overall YTD.
- Total Expense = \$134,614, up +10k vs prior year
 - Due mainly to necessary capital improvements including Software for migration to Worship Center, restocking custodial supplies, carpet cleaning
 - Water leak in Malkow Hall led to a high water bill +\$1,080.
- Net Gain/Loss (after mortgage principal pmt) (-\$19,738)

YTD Result (July – August)

- Total Income (-\$26,274 / -5.6%)
 - Offerings & Gifts (-7.5%), Daycare (-14.8%), Schools (-1.3%)
 - Note reasons listed above for changes to each
- Total Expense: (-\$5,198 / -1.3%)
 - Remarkable that expenses are down again YTD after the significance of reductions last year.
- Net Gain / Loss (after mortgage principal pmt) (+\$35,161)

Accelerated Monthly Mortgage Payment

After a lengthy discussion regarding future Capital Improvement needs, the topic of accelerated mortgage payments was discussed. At this time, two forms of accelerated payment are being made:

- 1) 4 Those 2 Come (restricted fund)
- 2) \$12,500 per month extra payment from General Fund

Dave Hoag moved and Teri Sato seconded a motion to defer the September additional payment of \$12,500 until further discussion at the October ELT meeting. The motion passed unanimously.

Facilities/Ground/Maintenance

- School Window Replacement: Fully completed 9/7/18, \$30,000 was budgeted, final cost was \$26,079. Foundation paid \$15,000.
- Main building roof replacement: Fully completed on 9/7/18. Budget was \$55,000, final cost was \$52,646
- Malkow Hall plumbing: Fully completed on 9/5/18. Budget was \$10,000, final cost was \$9,995.
- Furnace Replacement: #11/12/14/15. Approved budget \$86,822 per formal quote. Project kicked off 8/29/18 with estimated completion mid-November.

Per the amended ELT email motion of 8/29/18, the total approved for the above four capital projects is \$177,000; $\$26,079 + \$52,646 + \$9,995 + \$86,822 = \$175,542$. This is about \$1500 under total budget. Source of the \$177,000 funds is \$110,000 from recently donated special restricted funds, \$15,000 from St Luke's Foundation and \$52,000 from the General Fund.

Lay Ministers: Randy reported that this ministry is being placed on hold for the time being, an email was sent to the appropriate people. Visitations are still going on as before.

Foundation Board: Nothing to report as Les was not at the meeting.

Pastor's Report:

- Chapel Service for the Childcare and School has started. Pastor Dan provided us with a schedule.
- Rally Day was a huge success.

- Ministry Goals have been set. How do we get more people in the Church? We need to be accountable for the things that we can change. Pastor provided a list of trackable goals.
- The electronic check in process has been rolled out at the Saturday service as well as the 8:15 AM service, soon it will be rolled out at the 10:45 AM service.
- Teri asked about tracking music, not sure how that would look, she and Pastor will meet separately to see if they can come up with something.
- Kim is doing great in the front of the office, but it is too much for one person. Pastor is looking into bringing in someone for 20 hours a week, this will allow Kim to have some back up as well as assisting Pastor in some of the administrative work, which will free him up to focus on his Pastor duties.

Closing Prayer/Adjourn

The meeting was closed with prayer from Jonathan at 8:00 p.m.