

## St Luke's ELT Meeting

Monday, April 15, 2019

Members in attendance: Les Soltis, John Taylor, Randy Sloper, David Hoag, Teri Sato, Barb Erickson, Vickie O'Connor and Pastor Dan Weber.

The minutes from March were approved.

### **Financial Review** (to be provided by Dave Hoag)

#### March Result:

- Net Income for the month of \$16.8k after mortgage principal pmt
- Total Income slightly below budget (-3.37%), but up +4.03% vs Last Year
  - o Offerings & Gifts +8.56 above budget and +10.1% above Last Year
  - o Daycare & School tuitions were below budget for the month, but are trending at budget for the year and both programs are driving solid net gains YTD.
- Total Expenses were -13.2% below budget and +4.0% vs March 2018.

#### YTD (July – March)

- Net Income running 347.8% above budget after mortgage principal pmt
- Total Income -1.6% below budget: offerings & gifts trending 0.4% above budget. Daycare tuition is down slightly, but expected due to collection efforts in prior year (2017-18) adding extraordinary income not repeatable this year.
- Total Expense -11.9% below budget

### **Facilities/Grounds/Maintenance** Teri Sato

1. Worship Center Beautification Project. So far we had the uneven/cracked floors and tile repaired and replaced. We stripped/sealed/triple wax coated the worship center floors and Dave Ramsay did a fair bit of wall and pillar painting the past few weeks. All the carpet including the aisles, the platforms, the stage, the stairs and various little cut-outs were replaced last week. As all the carpet was 21-22 years old, with visible wear and tear on both the dark green and speckled carpet, it was quite satisfying to be able to replace all the carpet within our approved budget, by a highly rated commercial carpet

company and division. The foam and fabric material for the pews arrived (as well as material for the six lobby benches). Our key supplier contact will be here tomorrow for final preparation. The company is Waggoners Pew Cushions and they are one of the two top church pew replacement companies in the US, with over 50 years of history. The fabric/cushion work is scheduled starting Monday, April 22 with completion by Saturday, April 27. Total cost basically within ELT approved capital budget and should be completed by month end. This important Worship Center Beautification Project will be very noticeable to our members on Sunday, April 28 once the pew cushion and fabric is all replaced.

2. Malkow Hall Alieis room large wall holes were repaired and painted.
3. Childcare school bus annual oil change/inspection along with new rounded rearview mirror projects were completed last week, for continued student safety.
4. Preschool/Kindergarten, Childcare floors, lobby bathrooms and Malkow Hall kitchen floors were stripped, sealed and waxed last weekend. Teachers expressed gratitude and they will now be much easier to keep clean.
5. We repaired and replaced all the flooring in one preschool room, as there was a large, raised crack running diagonal across the floor that was a bit of a safety and visual concern.
6. Mark Taylor completed IT work on the Preschool/Kindergarten rolling cart with a 55" screen and new computer to be used for Kindergarten & PreK classes. Teachers were thankful.
7. Repair work on two additional furnaces completed, after work identified during our biannual Hermanson furnace inspections. The lobby/welcome center furnace was not working before repair and the Preschool welcome area furnace was unreliable.
8. Tim Waisanen repaired our Malkow Hall automated floor cleaning machine and trained Anthony Castro and started weekly cleanings. Our gym floor looks much better now and many of our various Malkow Hall clients (renters) have noticed the difference.
9. In Preschool/Kindergarten we had 38 green fabric chairs steam cleaned in order to get rid of years of dirt and stains. This was requested by the Preschool teachers.
10. We met with the two owners/general manager and two key cleaning staff regarding the consistency of their floor, carpet and table cleaning methods and results.

We also requested they daily check the paper levels in our 41 paper dispensers, the soap levels in our 41 soap dispensers and check the battery levels of all 82 paper and soap dispensers weekly, to improve internal level of service for all users. We are having weekly follow-up meetings with the general manager.

### **St Luke's Foundation**

No Report out this month -Les

### **Lay Ministers**

No Report out this month – Randy

### **Pastor's Report**

2 year anniversary for Pastor Dan with St Luke's Palm Sunday! We are blessed!

Pastor Dan has weekly meetings with staff, all is going well. Newest staff member Theresa Griswold has been a great support as well!

School enrollment for preschool has been slower for sign up than last year at this time. Planning Center software will make it easier to find trends and/or do comparisons

110 capacity at school – 47 currently enrolled

Circuit visitors going well

Pastor Dan is visiting with other churches which has been well received and appreciated.

Meeting adjourned at 7:20 with Les closing in prayer.

Next Meeting is **May 20th 2019**