

St. Luke's ELT Meeting
Monday, January 20, 2020

Members in attendance: Dave Hoag, Jerry Blessing, Jerry Neumann, Keith Cook, John Taylor, Rebecca Stork, Vickie O'Connor, Barb Erickson, and Dan Weber. Also present: Jonathan McVety.

After John Taylor opened the meeting with prayer, the December meeting minutes were approved.

Financial Review

December Result:

Total Expenses landed -7.4% under budget // -9.2% under last year

Total Income: 2.9% above budget // -2.7% below last year

Offerings & Gifts landed 7.1% above budget and grew 0.1% vs last year

NET INCOME for the month showed a Gain of \$58,606.26 after mortgage principal pmt

YTD (July – December)

YTD Total Expenses stand -9.5% under budget // -0.5% under last year

Total Income stands 2.5% above budget // 1.2% above last year

Offerings & gifts trending 8.37% above budget // 6.94% above last year

YTD NET INCOME running 706.8% above budget after mortgage principal pmt

Operations Report

Jonathan McVety submitted a report about projects around our campus. (Attachment 1)

Lay Ministers Report

Lay ministry is working with Pastor Dan to invigorate Prayer Ministry, Worship Coordinator recruitment, recruiting women willing to help with home and hospital visitation and gathering information on Church safety and security.

Proposal to create a Committee to research security options and develop an action plan for St.Luke's. Motion: Dave Hoag, Second Jerry Blessing. Approved.

Foundation Report

Finances:

Endowment Account

\$2,525.70

Capitol Account

\$2,113.62

Missions Account

\$,1623.55

Subtotal \$6,262.87

CD: \$40,000.00

Total \$46,262.87

The Foundation is looking to replace retiring members and is interested in potentially supporting seminarians.

We discussed the Foundations request to change Policy 2-Senior Pastor Limitationns sections 2.10 to include:

The Senior Pastor will provide information to the donor or his or her representative regarding the following established options:

- General Fund
- Building Fund
- Foundation
 - Endowment
 - Mission
 - Capital
- Scholarship Fund
- Other

The Senior Pastor and ELT shall consider the option to transfer at least one-half of any undesignated gift or bequest to St. Luke's Foundation to be distributed under the St. Luke's Foundation's by-laws *for undesignated gifts or bequests*.

Upon discussion it was agreed to by ELT to invite Ky Hopewell to ELT monthly board meeting to explain this change in more detail. No other action was taken on this subject

Pastor Report – Dan Weber

Highlights include: 379 Sunday School checkmarks, 4 baptisms, and 109 adults in Bible Study on Sunday. Pastor Aaron is helping to plan/lead the District Middle School Gathering. Pastor Dan is working on the National Youth Gathering for 2020 in Houston. He is also going to Israel with a group from St. Luke's January 27-February 6. New Member class is scheduled for March/April. Friday February 7, St. Luke's will be celebrating 50 Years of Excellence in Education.

Closed in Prayer by Dave Hoag.

Next Meeting: Monday, February 17, 2019 @ 6pm.

Respectfully submitted by Rebecca Stork

Attachment 1:

Here is an update of Ops-3 Departments:

Facility Rentals

- 1) Net income in December was \$5,715 vs budget of \$4,583 or 125%
- 2) YTD net income was \$31,018 vs budget of \$27,502 or 113%

Childcare

- 1) Income in December was \$22,812.74 vs budget of \$26,000 or 88%
- 2) Expenses in December were \$23,439 vs budget of \$27,391 or 86%
- 3) Net income in December was -\$627.08 vs budget of -\$1,391 Better than budget
- 4) YTD net income was positive \$31,966 vs budget of \$33,973 or 94%

Schools

- 1) Income in December was \$19,724 vs budget of \$23,383 or 84%
- 2) Expenses in December were \$16,866 vs budget of \$19,501 or 86%
- 3) Net income in December was \$2,858 vs budget of \$3,881 or 74%
- 4) YTD net income was \$27,961 vs budget of \$19,097 or 146%

Summary

- 1) December net income for the three operations departments comes to \$7,946
- 2) YTD net income for the three departments is \$90,945 positive
- 3) YTD net income for the entire campus is \$194,033 before mortgage payments and \$136,154 after mortgage payments.
- 4) In terms of positive cash flow, the Ops-3 departments provided 67% ($\$90,945/\$136,154=$) of the campus cash flow the first six months
- 5) Facility Rentals and Schools are both ahead of YTD budget NI (114% & 146%)
- 6) Most of the Schools net income YTD is due to reduced personnel costs, such as using the TMM system instead of having a separate Director
- 7) Childcare YTD NI is 94% or under budget. While under budget, Childcare YTD NI is still higher than the other two departments.
- 8) After a careful analysis of the Childcare P&L September to December, we (K,T&J) identified a higher than usual number of families leaving (physical move, career change, loss of job...). New families did join and are joining in December, January and February (3), largely from online searches.
- 9) We have over 100 young students on campus each week experiencing "Jesus Time", Christian songs, stories and prayer.
- 10) Our SEO project for Childcare continued to make progress relating to increased searches on google, yelp, Facebook and our church website.
- 11) Pastor Dan put together and posted four (one for each class) excellent picture slide shows with music, on our web site, using current pictures teachers sent in.
- 12) General enrollment for PS/K starts on 2/7 Friday at our 50th Celebration of St. Luke's Schools, Excellence in Education. Activities will include food, drinks and a bouncy house in Malkow Hall, a presentation in the Great Room, open house style classroom tours with the teachers and enrollment opportunities.
- 13) Last week I met with three private Christian preschool directors who agreed to recommend our Kindergarten to their parents.
- 14) Curacubby online automatic payment system is in place for Childcare and PS/K with the goal of increased efficiency for both the parents and our administration.

Here are some of the steps we have taken together in order to make our campus more safe and secure:

- 1) Replaced/Installed tempered glass in Preschool/Kindergarten classrooms and hallway (4x stronger and shatters in small pieces that are not sharp)
- 2) Replaced/Installed tempered windows in the PS/K classrooms with 30" sliding openings for second exit option if required
- 3) Replaced/Installed tempered windows in the chapel for noise reduction, energy savings, safety and security
- 4) Blinds are on the outside PS/K & Childcare windows for security if required
- 5) Blackout roll down blinds installed on the inside classroom windows for lock-out type use if required
- 6) New cell phone reception antenna's placed downstairs for better emergency and everyday cell use
- 7) Emergency Preparedness quick reference guide (FWSD latest) prepared and placed in key rooms on campus
- 8) Emergency Preparedness training provided for staff, teachers, and Sunday volunteers (includes sections on intruders and lockdowns)
- 9) Practiced fire drills for staff, schools and childcare
- 10) Have security guard on staff (Darnell Rice) working M-F 5pm-10pm for campus security including regular campus sweeps
- 11) Initiated recordings for internal security cameras
- 12) Kicked off childcare entrance, parking lot and playground security cameras with recordings and warning signs
- 13) Partially completed six campus concrete/stairs/railing projects for added safety and convenience (east stairs, 16 railings, lower and upper ramps)
- 14) Repaired/replaced worship center and classroom VCT tile floors when uneven/splitting
- 15) Replaced carpet in worship center for safety and comfort of those attending services
- 16) Replaced four furnaces for PS/K and staff safety and work/study environment
- 17) Hired landscape company for tree/shrub/grass/long grass on south side cutting to better ensure safe and open environment
- 18) Parking lot 214 stall striping completed to avoid parking confusion and potential parking location confusion
- 19) Completed campus wide air quality check to better ensure safe air environment for those on campus
- 20) Both Childcare and PS/K have number key locks with entrance for parents, students and staff only
- 21) Morning and evening building security sweeps performed for internal building security