

Grace Lutheran Church Council Meeting Minutes
Tuesday, June 20, 2017
6:00 pm



Elders Present: John Galli, Joyce Eggleston, Marlin Golnitz, Christine McGraw, Carole Ryan, Chris Toland, Pastor Chris Tweitmann, Bob Vouga

Elders Absent: Linda Apple, Eric Johnsen

Staff Present: Pastor Jon Alexanian, Jean Kucukarslan, Betty Wardle

Staff Absent:

Guest: Jeff Kjellberg, Kairos & Assoc. (dinner portion only)

I. Dinner/Kairos and Associates presentation

- a) Jeff Kjellberg met with the council to discuss the process that the church and school will go through for the feasibility study.

II. Call to Order and Opening Prayer

- a) The meeting was called to order at 7:30 by Bob Vouga
- b) Bob Vouga led the opening prayer.

III. Council Consent Agenda

- a) May 23 minutes were previously approved via email.
- b) Written Ministry Team minutes and reports were presented.
 - Marlin Golnitz reported to the council that there had been break-ins in the food pantry and in Hope Hall. He and Rick Wisser believe that they believe they know who has been breaking in but are not sure. They have talked to this person and explained when he could be on campus and receive food. Rick is working to secure the windows and doors so there will be no more break-ins.
- c) Report of baptisms, weddings, memorial services and membership changes for May/June were presented.
- d) Pastoral Care report for May/June was presented.
- e) Recommendation that the July 30th Fifth Sunday offering go to support Pastor Nguyen Cong Chin and family coming to the United States after being imprisoned in Vietnam.

Motion was made to approve and accept the Consent Agenda.

Motion was seconded.

Motion was approved.

IV. Principal's Report and School Committee Report

- a) Written report was presented (attached)

The school will have three new programs in the fall – Spanish, STEAM and Special ed. Two new teachers have been hired for these programs – one for STEAM and one for Spanish and Special ed.
- b) School Advisory Committee discussed the STEAM program at their June meeting.

Motion was made to approve the Principal's and SAC reports

Motion was seconded.

Motion was approved.

V. Pastor's Report

- a) Pastor Chris officiated Lindsey Trego's wedding last month and will officiate Dave Galli/Jessica Patstone's wedding on July 15th.
- b) There continue to be counseling appointments.
- c) The school year has finished. Cathy Stoll, long time teacher, retired this year and was celebrated by the staff.
- d) The first part of "The Story" sermon series is finished. This summer we will focus on the Wisdom Books and then finish "The Story" in the fall.
- e) Last Sunday the congregation prayed over Lee and Katie Humerian before they left for Ukraine. They are already sending information and pictures.
- f) The college group will be leaving Monday, 6/26 for their Israel pilgrimage. They will return on 7/7. Pastor Chris completed their prep classes this past Monday.
- g) The council recognized Pastor Jon for the excellent Wednesday night class. This summer Wednesday night discussions will be held outside near the Starbucks in Seacliff. Wednesday nights in Hope Hall will resume in the fall.
- h) Pastor Jon will be taking time off in September, when his baby arrives.
- i) Tomorrow Pastor Chris and Pastor Jon will be having a conversation with the WOW participants to discuss possibility of changes and other senior care elements.

VI. Associate Pastor's Report

- a) Pastor Jon is planning the Wednesday Summer series which will be based on The Apostles' Creed. The series will start 6/28.
- b) Pastor Jon will be preaching while Pastor Chris is away for the pilgrimage and vacation this summer.
- c) Pastor Jon been doing more pastoral care – hospital and home visits.
- d) Mary Taylor has started as the new High School Coordinator. She has great relationship skills that will be an asset with the students. She will begin to develop a vision and mission for the high school group. We will announce Mary's new position in church this Sunday.

VII. Treasurer's Report

- a) Chris Toland presented a written treasurer's report for May (attached).
- b) Council discussed a concern regarding Care Connections \$2 per day increase. Council referred this item back to the Care Connections board with the recommendation that they keep the planned increase in place.

Motion was made to approve the Treasurer's Report.

Motion was seconded.

Motion was approved.

VIII. Council Action

• Building Project update

- a) Darryl Cartozian, our architect, has an appointment on July 2 with the City of Huntington Beach for a preliminary review of our building plans.
- b) We are moving forward with the application process with Thrivent Financial.
- c) There has been discussion among the congregation regarding the necessity to spend \$80,000 for the feasibility study. This is required by our potential lenders. We

surveyed other companies that offer the same service and have concluded that the fee charged by Kairos and Assoc. is comparable to the other companies on the list of referrals given to us.

- d) A letter will be sent to those who participated in donating funds to the building project as part of the school Gala, detailing how much money was given toward the school STEAM program and how those funds will be used and the amount given to the church for the building program.

- **Acknowledgement of retiring Elder**

- a) The council thanked Joyce Eggleston for her six years of service on the Grace council and expressed appreciation that Joyce will still be working on disaster preparedness for the church.

IX. Adjournment

- a) Bob Vouga adjourned the meeting at 9:10pm.

Respectfully submitted,
Carole Ryan
Council Secretary

Next Meeting will be held on Tuesday, July 25, 6:00pm. Jean Kucukarslan will provide dinner and Betty Wardle will share her testimony.

Upcoming Events/Reminders:

June 26	College Group leaves for Israel
June 28	Wednesday night Dive-in's start
July 10-14	Summer Bible Camp
July 16	Combined Service – SBC Celebration
July 23-28	JHub Mission Trip to San Diego

GLS Principal's Report to Council

June 20, 2017

GLS School Calendar

♥ June 19 Summer Camp Begins

Preschool Enrollment

Preschool totals

Enrollment JUNE 2017.

Student count at the time of running report 106 children. 3 children withdrew, one was due to illness, one due to money, and one moved out of state.

Billing for the month of June \$29,929.65 (two weeks only)

	Monday	Tuesday	Wednesday	Thursday	Friday	Totals
Part Time	20	23	24	24	22	113
Full Time	43	53	59	58	49	262
Total Day	63	76	83	82	71	375

LAST YEAR Enrollment June 2016.

Student count at the time of running report 112 children billing for the month of June, \$30,980.50 (2weeks)

	Monday	Tuesday	Wednesday	Thursday	Friday	Totals
Part Time	26	31	24	33	32	146
Full Time	59	47	59	54	52	271
Total Day	85	78	83	87	84	417

New enrollment 2017-18 we have 59 enrolled (last year we had 70 applications at this time)

Summer we have 60 enrolled.

Preschool is down this month \$1050.85 from last year and 6 child.

Totals always change as the schedule can be changed at the parents requested.

Summer Camp Preschool 2017 billed so far \$82,160.00 (10weeks) we will get more.

Summer Camp Preschool 2016 Total billed \$100,629.40 (10weeks)

JK - 8th Grade Enrollment

Enrollment for 2017-2018:

JK-14 (toured 2 more this week)

K-14

1st-262nd-183rd-194th-305th-186th-347th-228th-20**Total-215 (applications received)**

- Registration is in full swing; Leslie has sent out acceptance letters and curriculum fees are starting to come in.
- 7 students from Shoreline Christian School registered with us after attending our Open House.
- Leslie toured two more Jrk students this week and feel very positive that they will apply for next year.
- Leslie has a kindergarten toured scheduled for next week.
- We are getting a lot of interest from international students.
- Leslie will be working Tues, Wed and Thurs during the summer.

Rec Club Enrollment

REC CLUB billing for May 2017

\$4,815.00

REC CLUB billing for May 2016

\$9,358.00

DOWN from last year \$4543.00 for this month

(These totals do not have Half day include)

SUMMER CAMP 2017 billed so far \$61,620.00

Last Year 2016 total billed \$71,051.30

This & That**Employee of the Month****Rachel Blazek** is the May Employee of the Month.

**Grace Lutheran Church and Schools
Treasurer's Report -May 2017 -- Church
6/10/2017**

	March-17	April-17	May-17
Church Balance Sheet			
General Fund Balance	\$ 182,910.18	\$ 196,190.75	\$ 191,240.84
Payroll Fund Balance	\$ 3,490.13	\$ 3,490.13	\$ 3,491.13
Petty Cash	\$ 400.00	\$ 400.00	\$ 400.00
Restricted Cash Balance	\$ 134,146.23	\$ 133,180.06	\$ 128,440.37
Church Operating Cash	\$ 320,946.54	\$ 333,260.94	\$ 323,572.34
Foundation Balance	\$ 95,992.78	\$ 95,992.78	\$ 88,494.21
Total - Church Cash	\$ 416,939.32	\$ 429,253.72	\$ 412,066.55
Real Estate Loan Balance	\$ 454,236.78	\$ 453,134.14	\$ 451,978.02

	March-17	April-17	May-17	Mar. to May Summary
Church Income Statement				
Total Giving/Program Income	\$ 67,768.84	\$ 82,437.07	\$ 62,952.50	\$ 213,158.41
Total Expenses (incl loan prin pymt)	\$ (66,887.80)	\$ (68,685.41)	\$ (64,474.18)	\$ (200,047.39)
Total Net Gain/(Loss)	\$ 881.04	\$ 13,751.66	\$ (1,521.68)	\$ 13,111.02

	2016-2017 YTD Performance	2016-17 YTD Budget	Budget vs. Actual
Church Income Statement (YTD)			
GLC Total Giving/Program Income	\$ 765,317.81	\$ 776,569.78	\$ (11,251.97) Plate offerings are \$44,400 below budget
GLC Total Expenses	\$ (750,318.33)	\$ (769,353.16)	\$ 19,034.83
YTD Profit/(Loss)	\$ 14,999.48	\$ 7,216.62	\$ 7,782.86

Restricted cash includes benevolences (missions, world relief, disaster relief), OCCCO funds, campus improvement funds and miscellaneous reserves.
April giving includes Easter Sunday

	March-17	April-17	May-17	Mar. to May Summary
Care Connections Inc/Exp Stmt				
Total Program Income (prior mo)	\$ 11,183.00	\$ 11,575.00	\$ 10,702.00	\$ 33,460.00
Total Program Expense (current mo)	\$ (11,272.67)	\$ (11,045.30)	\$ (10,831.00)	\$ (33,148.97)
Total Net Gain/(Loss)	\$ (89.67)	\$ 529.70	\$ (129.00)	\$ 311.03

	2016-2017 Approved Budget YTD	2016-2017 YTD Performance	2016-2017 Annual Budget
OCCCO Income Statement (YTD)			
OCCCO Total Program Income	\$ 143,733.32	\$ 126,604.38	\$ 156,800.00
OCCCO Total Program Expenses	\$ (142,209.69)	\$ (133,594.71)	\$ (154,080.00)
YTD Profit/(Loss)	\$ 1,523.63	\$ (6,990.33)	\$ 2,720.00

OCCCO bills for income for the current month in the following month. Therefore, income and expenses for the current month don't match.
The totals column gives a 3 month summary of income and expenses.

Year to date revenues continue to be below budget due to a shortfall in client income of about \$17,000 when compared to the budget for 2016-2017

**TREASURER'S REPORT -- MAY 2017 -- School
6/10/2017**

	<u>March-17</u>	<u>April-17</u>	<u>May-17</u>
School Operating Cash			
General Fund Balance	\$ 167,189.95	\$ 120,133.74	\$ 160,631.29
PTF Account Balance	\$ 164,567.96	\$ 164,567.96	\$ 323,982.75
Total - School Operating Cash	\$ 331,757.91	\$ 284,701.70	\$ 484,614.04

(Includes deposits for 2017-18)

	<u>Income and Expense May</u>	<u>Income and Expense YTD</u>	<u>Year to Date Budget 2016-17</u>
School Income Statement			
TOTAL INCOME	\$ 196,905.83	\$ 2,143,677.97	\$ 2,180,033.53
TOTAL EXPENSE	\$ (152,647.35)	\$ (2,074,730.87)	\$ (2,100,681.29)
NET GAIN/(LOSS)	\$ 44,258.48	\$ 68,947.10	\$ 79,352.24

We received a proposal from the district which increased the lease payment by 2.5% for this school year 2016-2017. The new lease payment is \$60,550.34 a 2.5% increase (\$5,907.35 annually). The new lease term is for 3 years with an option for an 3 additional years. The lease payment will be increased by 2.5% each year of the new term. We signed the lease extension early in November. The lease extension signed by the district has been returned to us.

The school budget for 2016-17 contains a contingency reserve that if necessary accesses up to \$32,000 of PTF funds if needed.