

Grace Lutheran Church Council Meeting Minutes

Tuesday, March 20, 2018

6:00 pm



Elders Present: Linda Apple, John Galli, Marlin Golnitz, Brian Hauptmann, Eric Johnsen, Christine McGraw, Carole Ryan, Chris Toland, Pastor Chris Tweitmann, Bob Vouga

Elders Absent:

Staff Present: Pastor Jon Alexanian, Betty Wardle

Staff Absent: Jean Kucukarslan

I. Dinner/Testimony

- a) Chris Toland shared his testimony.

II. Call to Order and Opening Prayer

- a) The meeting was called to order at 7:00 by Marlin Golnitz
- b) Prayer requests were shared
- c) Marlin Golnitz led the opening prayer.

III. Council Consent Agenda

- a) Minutes of the February 20 council meeting were previously approved via email.
- b) Ministry Team reports from Women's Ministry Meeting and Christmas Giving Tree 2017 were presented.
- c) Pastoral care report for March was presented.

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 Principal's report was presented (attached)
- b) School Advisory Committee did not meet.

Motion was made to approve the Principal's report.

Motion was seconded.

Motion was approved.

V. Pastor's Report

- a) Pastor Chris is finishing the current sermon series "Go and do likewise"
- b) Holy week is next week.
- c) Pastor Chris and Pastor Jon will participate in a sunrise service on Easter at the pier in Huntington Beach, a joint service with other Huntington Beach churches.
- d) Pastor Jon will be preaching from the book of Acts on the Sunday after Easter.
- e) Pastor Chris continues to have premarital counseling appointments.
- f) The next sermon series will be "Jesus never said that".
- g) April 15 will be the last of our three panel discussions. We will have Naomi and Abraham, who are planting a church in the Oak View area of Huntington Beach.
- h) Pastor Chris is continuing to meet with Mission OC.

- i) ServeHB will be held on three Saturdays; 4/21, 4/28 and 5/5. A list of projects will be available this Thursday. Staff has split the days so that Grace will be represented on all three days.
- j) Grace school kids will be performing in worship during the next two combined services; K-2 singing in April and hand bells playing in May.
- k) Currently planning a trip to Israel in summer of 2019 and a trip following the journeys of Paul and the seven churches in spring of 2020.
- l) Staff is in the midst of calendaring events through June of 2020 to be able to better blend the church and school calendars.
- m) At the end of May Pastor Chris will be walking the Camino de Santiago from Portugal to Spain. Following the pilgrimage, he will be attending his daughter, Emma's graduation and taking his parents to Montana for a reunion.

VI. Associate Pastor's Report

- a) Pastor Jon has been holding various team meetings.
- b) An usher training meeting was held last Sunday. It was good to get all of the usher teams together and following the same guidelines.
- c) A Family Ministry meeting for families with children under 5th grade was held two weeks ago. Pastor Jon's question for the meeting was "how can we come along side you?" They expressed a longing to get together and expressed their opinion that the 10:30am service is too late for families with small children.
- d) Pastor Jon also held a meeting with the new First Impressions team. Discussed the goal of Sunday morning hospitality. We want people to have a memorable experience – to be impacted by coming here. They want people to be welcomed as they are, engaged and safe. They will explore what is needed for this experience.
- e) After Easter we will begin a DVD series on evangelism by Andy Stanley on Wednesday nights. This will go from April 11 to May 9.
- f) The June sermon series will be on Galatians looking at Paul's testimony and the broader themes of theology.

Motion was made to approve the Pastor and Associate Pastor's reports.

Motion was seconded.

Motion was approved.

VII. Treasurer's Report

- a) Chris Toland presented a written treasurer's report for February (attached).
- b) Exec committee approved hiring Stacey Bergman of YH Advisors to do a financial review and set up new procedures at the school.

Motion was made to approve the Treasurer's Report.

Motion was seconded.

Motion was approved.

VIII. Council Action

- **Karen Merkel's Ministry as a Missionary**

- a) John Galli was contacted by a member regarding Karen Merkel's 50 years as a missionary. Her 50 years will be recognized next week at the WOW service. People are encouraged to send cards to Grace to be presented to her at the service.

- b) It was suggested that we celebrate her time as a missionary and her 75th birthday during a service in June.

- **Pastor and Exec team coaching update**

- a) The exec team engaged a coach to have sessions with Pastor Chris and the Exec team.
- b) Recommended that he have a session with Jean Kucukarslan also.
- c) Exec team and Pastor Chris had their first sessions with the coach (separately). All found him to have a very encouraging and biblical approach.

IX. Adjournment

- a) Closing prayer was given by Christine McGraw
- b) Marlin Golnitz adjourned the meeting at 9:10pm.

Respectfully submitted,
Carole Ryan
Council Secretary

Next Meeting will be held on Tuesday, April 24, 6:00pm. Chris Toland will provide dinner and Carole Ryan will share her testimony.

Upcoming Events/Reminders:

March 24	Communion Orientation class
March 25	Combined Palm Sunday Service
March 29	Maundy Thursday Service
March 30	Good Friday Service
March 31	Holy Saturday Service, Ocean Baptisms & Church BBQ
April 1	Easter – 8, 9:30 & 11am
April 2	Easter Holiday – Church Office and Campus closed - school closed all week
April 15	Combined Service – 3 rd Panel
April 21	Grace School Gala

GLS Principal's Report to Council

March 20, 2018

GLS School Calendar

- ♥ 3-19 Ducks Assembly 1:00pm MPR
- ♥ 3-21 All School Picture
- ♥ 3-23 Jump for Heart Assembly
- ♥ 3-26 See's Candy Delivery
- ♥ 3-28 ½ Day- Teacher In –Service
- ♥ 3-30 Good Friday-No School
- ♥ 3-31 Spring Break

Preschool Enrollment

Preschool totals

Enrollment March 2018-19.

Student count at the time of running report 107 children 1 children withdrew in Jan going to public.

Billing for the month of March was 55,949.00.

Elementary Enrollment:

Current Enrollment for 2018:

JK-21

K- 19

1st-21

2nd-15

3rd-17

4th-30

5th-20

6th-30

7th-19

8th-21

Total-213

Registration is in full swing. Leslie has been touring at least 3x a week. We have 185 students registered for next year and Leslie has sent out letters of intent for those student who have not re-registered. Acceptance letters have also gone out.

Rec Club Enrollment:

Rec Club currently has 33 students signed up for regular, weekly plans and 55 students signed up for occasional care. Mad Science and Cooking Club are currently running while Academic Chess is about to start another session when we return from Spring Break. Rec Club is gearing up for another half day at the end of the month in addition to running a Spring Break camp if there are enough sign-ups. Jake is also working on Summer Camp, planning daily activities, field trips and staff scheduling.

**Grace Lutheran Church and Schools
Treasurer's Report -February-2018 -- Church
3/10/2018**

	December-17	January-18	February-18	
Church Balance Sheet				
General Fund Balance	\$ 221,172.25	\$ 173,255.00	\$ 114,455.96	January decrease due principally to loss in January and \$59,847 payment to reduce the Grandpoint loan. February decrease due to \$50,000 donation to campus building project received in Jan. and transferred to restricted funds in Feb. Includes \$225,000 in anonymous donations to campus building project.
Payroll Fund Balance	\$ 3,400.00	\$ 3,987.00	\$ 3,987.52	
Petty Cash	\$ 400.00	\$ 400.00	\$ 400.00	
Restricted Cash Balance	\$ 368,689.01	\$ 355,317.00	\$ 407,859.19	
Church Operating Cash	\$ 593,661.26	\$ 532,959.00	\$ 526,702.67	
Foundation Balance	\$ 112,568.96	\$ 117,886.11	\$ 113,831.00	Funds reinvested as approved at September meeting
Total - Church Cash	\$ 706,230.22	\$ 650,845.11	\$ 640,533.67	Expect a decrease in February due to stock market volatility
Real Estate Loan Balance	\$ 443,977.77	\$ 385,640.00	\$ 384,236.94	Principal reduction of \$59,847 from December donations

Church Income Statement	December-17	January-18	February-18 *	Dec. to Feb. Summary
Total Giving/Program Income	\$ 144,142.78	\$ 59,719.54	\$ 57,759.68	\$ 261,622.00
Total Expenses (incl loan prin pymt)	\$ (64,527.05)	\$ (85,443.40)	\$ (65,431.13)	\$ (215,401.58)
Total Net Gain/(Loss)	\$ 79,615.73	\$ (25,723.86)	\$ (7,671.45)	\$ 46,220.42

Church Income Statement (YTD)	2017-2018 YTD Performance	2017-18 YTD Budget	2017-18 YTD Actual
GLC Total Giving/Program Income	\$ 545,957.04	\$ 562,676.64	\$ (16,719.60)
GLC Total Expenses	\$ (556,088.87)	\$ (582,476.66)	\$ 26,387.79
YTD Profit/(Loss)	\$ (10,131.83)	\$ (19,800.02)	\$ 9,668.19

Restricted cash includes benevolences (missions, world relief, disaster relief), OCCCO funds, campus improvement & building funds and miscellaneous reserves.

Payments to Kairos and Associates are now being accounted for separately. They will not longer be shown as income and expense items and have been removed from the annual budget and budget comparison analysis. Payments through February are \$44,250 come from the general account and reduce cash balance. Payments to reduce the loan are also not budgeted and are handled in the same manner as payments to Kairos.

* January expenses are inflated because of 3 payrolls.

We have entered into an ICI agreement with Grandpoint to transfer balances in excess of the insured limit to other banks so we are protected with FDIC insurance.

Care Connections Inc/Exp Stmt	December-17	January-18	February-18	Dec. to Feb. Summary
Total Program Income (prior mo)	\$ 14,224.00	\$ 10,299.00	\$ 12,406.00 *	\$ 36,929.00
Total Program Expense (current mo)	\$ (11,813.16)	\$ (15,612.59)	\$ (10,990.09)	\$ (38,415.84)
Total Net Gain/(Loss)	\$ 2,410.84	\$ (5,313.59)	\$ 1,415.91	\$ (1,486.84)

OCCCO Income Statement (YTD)	2017-2018 Approved Budget YTD	2017-2018 Performance	2017-2018 Annual Budget
OCCCO Total Program Income	\$ 101,024.00	\$ 95,891.00	\$ 151,536.00
OCCCO Total Program Expenses	\$ (104,657.18)	\$ (97,338.06)	\$ (151,536.00)
YTD Profit/(Loss)	\$ (3,633.18)	\$ (1,447.06)	\$ -

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.

Client visits were 215 in December, 256 in January and 243 in February. The loss was expected in January due to the decreased December visits which is normal (holiday closings and vacations) and 3 payrolls in January. In February 3 clients were lost at Grace and 2 were gained at Redeemer.

* December net income was helped by \$1,510 in donations.

**TREASURER'S REPORT -- February 2018 -- School
3/10/2018**

	<u>December-17</u>	<u>January-18</u>	<u>February-18</u>
School Operating Cash			
General Fund Balance	\$ 212,281.91	\$ 111,933.88	\$ 132,827.50
Restricted Funds Balance	\$ 66,450.35	\$ 75,924.13	\$ 75,924.13 (see below for detail)
Total - School Operating Cash	<u>\$ 278,732.26</u>	<u>\$ 187,858.01</u>	<u>\$ 208,751.63</u>

	<u>Income and Expense February</u>	<u>Income and Expense YTD</u>	<u>Year to Date Budget 2017-18</u>
School Income Statement			
TOTAL INCOME	\$ 2,266,580.00	\$ 209,953.77	\$ 1,622,880.76 (see (2) and (3) below)
TOTAL EXPENSE	<u>\$ (2,265,681.00)</u>	<u>\$ (158,552.80)</u>	<u>\$ (1,594,335.96) (see (4) below)</u>
NET GAIN/(LOSS)	\$ 899.00	\$ 51,400.97	\$ 28,544.80

- (1) We have entered the 2nd year of our 3 year lease with Ocean View School District. Our rent has been increase 2.5% to \$248,256 annually (\$62,064 each quarter)
- (2) Preschool income and registration fees about \$26,100 below budgeted income --about \$7,000 better than January. Tuition Discounts are \$46,000 over budget. Most of the tuition discounts are for employees and siblings. Elizabeth estimated that the preschool picked up 7 students in February
- (3) Curriculum school and steam school are about \$13,000 over year to date budget but inline with annual budget. According to Elizabeth there are little or no curriculum funds to be spent the remainder of the year so the variance will not exist at year end.
- (4) 3 payrolls added \$60,000 to January expenses and are the major reason for the loss.**

The account designated as Restricted Funds contains the following:

Washington DC misc. funds	\$ 12,510.64
Brooklyn's Garden Fund	\$ 14,203.71
School and preschool funds for misc. projects funded by donations	\$ 43,038.07
PTL Fund balance	<u>\$ 6,171.71</u>
Total Restricted Funds	<u>\$ 75,924.13</u>

includes Durbin contributions as well as \$14,650 in deposits for school year 2018-2019 that will be recognized into income on 07/01/18

Significant expense categories over budget are:
 Dues and Fees (Administration) \$5,00 over budget
 Curriculum School and Steam \$13,000--a timing issue explained earlier. All curriculum was spent early in the year but budgeted monthly as an expense.
 Electric \$6,300 has been explained as a timing issue but persists.