



## DRAFT

### St. Luke's ELT Meeting

Monday, May 15, 2017 6:00pm

Members in attendance: Les Soltis (Pres), Dave Hoag, Steve Straume (on the phone), Randy Sloper, Bob Snyder, Stephanie Esbenshade, Morgan Griffith (Sec), Gerald Meyer

Randy opened the meeting in prayer.

Minutes from April 24 meeting were approved by the board.

#### **Old Business / Committee Reports:**

##### ***Financial Committee Review:***

Review of April P&L and YTD P&L presented by Gerald and Dave. General Fund improved by 41% due to Easter Services. Offerings and gifts down 2.1% YTD. School tuition declined but there are plans in place to make some positive changes. \$30,000 Net Gain YTD.

There was a suggestion to post the current offerings and gifts by month, as well as YTD, in the weekly bulletins.

Fiscal Year 2017/18 ELT Budget Discussion:

- Focus on aligning goals to meet the mission
- Focus on a few key goals vs. trivial many (quality vs. quantity)
- Focus on a few initiatives / action plans / priorities
- Less resources available (result of downsized organization) to achieve action plans
- Measurement of goals should be visible
- Every budget item will belong to someone to build ownership

Tuition:

**Daycare**/Expect daycare enrollment to remain strong/comparable tuition for 2017/18

**Schools**/Expect significant reduction in enrollment/will require restructuring for 2017/18

Facilities 5 Year Plan: Priorities include roof, carpet, pew fabric, flooring, replace bench fabric, HVAC, doors, plumbing, School Lower Level doors and windows, Malkow Hall: Plumbing

##### ***Transition for New Leadership:***

Steve and Stephanie are about to complete their terms with the ELT, so they will need replacements this summer.

### ***S.W.O.T. Review & Discussion:***

The ELT moved to continue to S.W.O.T. discussion at a retreat style meeting at a later date.

### **New Business:**

Back Property Improvements by Scoutmaster Troop 307, David Detzler: Bob made a motion to support the Scout Troop 307 to move forward with improvements on the back property.. Stephanie seconded the motion. There was some discussion to make sure that we post signage on the property that states that the property will only be used with permission of St. Luke's. This information will be shared at the next congregational meeting. ELT voted unanimously to approve the back property improvements.

Next Meeting: ELT will meet on Monday, May 22 at 6:00pm to discuss Schools and S.W.O.T. ELT will also meet on Saturday, June 10 at 9:30am to discuss budget.

Bob Snyder closed the meeting in prayer. The meeting was adjourned at 8:20pm.



## APPROVED St. Luke's ELT Meeting

Monday, May 22, 2017 6:00pm

Members in attendance: Les Soltis (Pres), Dave Hoag, Steve Straume, Randy Sloper, Bob Snyder, Teri Sato, Pastor Webber, Stephanie Esbenshade, Morgan Griffith (Sec), Gerald Meyer

Randy opened the meeting in prayer.

Minutes from April 24 meeting were approved by the board.

### **Old Business / Committee Reports:**

#### ***Preschool & Kindergarten Update:***

Visit from Stephanie Hagen. Gerald suggested that we do some short term push on marketing to see if we can boost enrollment. He also suggested that we make a decision on whether or not to continue Kindergarten at St. Luke's.

#### ***S.W.O.T. Discussion:***

Steve led a discussion on strategic planning, based on ELT input on common strengths, weaknesses, opportunities, and threats. We are at a point where we need to engage the next generation to be prepared to continue leading this church.

Step One: Purpose Statement

To seek out and bring people into a personal relationship with Jesus Christ as their Savior and Lord.

Step Two: Core Values

- 1) The Bible is the only authority.
- 2) We hold to both pure doctrine and cultural relevance.
- 3) Corporate worship is essential to the Christian life.
- 4) Grace and power are received in the Word and the Sacraments.
- 5) Every member is a minister and a missionary.
- 6) Our unity of purpose is to reach the lost.
- 7) Excellence honors God and inspires people.

Step Three: St. Luke's Community of Christ S.W.O.T.

(Confidential Discussion held during Executive Session)

Pastor Webber would like input from ELT on a few pressing issues, including worship and the schools. Dave also reminded ELT that we need to focus on budget issues as a major priority at this time.

Gerald's goal is to iron out the budget on June 10 and hopefully have a rough draft of the budget by about June 15 so that we can plan for how we plan to communicate the budget to the congregation. Gerald requested some support from a lawyer for some help with some legal advice re: contracts, homeless community, etc.

Goals with Budget: We're open to discussion. There are a lot of families that drop kids off for Sunday School while the parents attend church and the children do not attend church. We're concerned about the drain on resources with Saturday services. There may be some changes coming down the road. Be sure to prepare the congregation.

Steve made a motion to continue preschool with the proposed redesign and to continue to offer Kindergarten regardless of enrollment (without an aide) with a plan to refocus our marketing plan and to continue to build the ministry between families and students. Teri seconded the motion. Motion passed.

Review of April P&L and YTD P&L presented by Gerald and Dave. General Fund improved by 41% due to Easter Services. Offerings and gifts down 2.1% YTD. School tuition declined but there are plans in place to make some positive changes. \$30,000 Net Gain YTD.

There was a suggestion to post the current offerings and gifts by month, as well as YTD, in the weekly bulletins.

Fiscal Year 2017/18 ELT Budget Discussion:

- Focus on aligning goals to meet the mission
- Focus on a few key goals vs. trivial many (quality vs. quantity)
- Focus on a few initiatives / action plans / priorities
- Less resources available (result of downsized organization) to achieve action plans
- Measurement of goals should be visible
- Every budget item will belong to someone to build ownership

Tuition:

**Daycare**/Expect daycare enrollment to remain strong/comparable tuition for 2017/18

**Schools**/Expect significant reduction in enrollment/will require restructuring for 2017/18

Facilities 5 Year Plan: Priorities include roof, carpet, pew fabric, flooring, replace bench fabric, HVAC, doors, plumbing, School Lower Level doors and windows, Malkow Hall:  
Plumbing

***Transition for New Leadership:***

Steve and Stephanie are about to complete their terms with the ELT, so they will need replacements this summer.

### ***S.W.O.T. Review & Discussion:***

The ELT moved to continue to S.W.O.T. discussion at a retreat style meeting at a later date.

### **New Business:**

Back Property Improvements by Scoutmaster Troop 307, David Detzler: Bob made a motion to support the Scout Troop 307 to move forward with improvements on the back property. Stephanie seconded the motion. There was some discussion to make sure that we post signage on the property that states that the property will only be used with permission of St. Luke's. This information will be shared at the next congregational meeting. ELT voted unanimously to approve the back property improvements.

Next Meeting: ELT will meet on Monday, May 22 at 6:00pm to discuss Schools and S.W.O.T. ELT will also meet on Saturday, June 10 at 9:30am to discuss budget.

Bob Snyder closed the meeting in prayer. The meeting was adjourned at 8:20pm.