*APPROVED*

**St. Luke’s ELT Meeting**

Monday, February 19, 2018 6:00pm

Members in attendance: Les Soltis, Dave Hoag, John Taylor, Randy Sloper, Teri Sato, Pastor Dan, Morgan Griffith (Sec), Gerald Meyer

Les opened the meeting in prayer.

Teri moved to approve the minutes from the January business meeting and the biannual congregational meeting. John seconded the motion. The motion was unanimously approved.

**Financial Review:**

***P&L Summary (January 18 vs 17)  -*** *Positive trends continue:*

* Total income +1.2% vs LY (+2k)
  + Offerings & Gifts -8.3%, Daycare Tuition +8.6%, Schools +39%
* Total Expenses -14.3% vs LY (-$21k)
  + Personnel expenses -12.3% vs LY (-$12k.  All others expenses) -18%  (-$9,800)
* Overall $33k Net Gain (after mortgage principal pmt).  $23k improvement over January LY

***YTD P&L Summary (Jul 17 - Jan 18)***

* YTD Net Gain (after mortgage principal pmt) stands at $178k vs (-$19k) last year.  $198k improvement.
* Income +2.9% YTD vs LY (+$33k)
* YTD Change by category:  Daycare (+11%), Schools (+16.5%) & Facility Usage Fees (+29.6%)
  + Offerings & Gifts (-2.3% / -$16k)
* Expenses -17.4% vs LY (-$192k)
* YTD Highlights:  Personnel expenses -16.3%, Miscellaneous expenses -38.5%.
* Notable expense reduction items include; custodial supplies -$5k, copier lease -$5.7k

\*\*\*Financial Review Committee will meet to make sure there is a structured plan for where and how to manage additional funds as we manage our budget

\*\*\*Daycare Director Update – Candidate of Interest for Intentional Interim position (25 yrs experience) will be available around July 15; certified and may be interested in serving for an interim period to manage the daycare and also focus on the culture and the long-term hiring process for this FT position

\*\*\*5-8% increase in tuition for 2017-18 school year for daycare

\*\*\*New Kindergarten Teacher started in January

\*\*\*Review of Restricted Funds: Decisions need to be made about how to reallocate funds designated for specific needs (ie Swaziland, Bronx mission trips); Financial Committee will follow up with this and schedule a time to document these funds and discuss any necessary changes or suggestions for change

\*\*\*Some discussion about a drop in giving in January; Attendance currently down some in comparison to year’s past, however congregation seems to be experiencing a big state of spiritual growth; Les suggested that we pray about this and remind people that God has an expectation; Gerald suggested that if there is a skilled position that may help support this mission to increase offering and gifts as well as support our spiritual growth, that would be worth pursuing

*Facilities / Grounds / Maintenance Update:*

Gerald met with Ken and Ken provided some coaching on utilizing a carpenter to reduce costs. Kai and Gerald will go to work getting bids for glass and carpenter work. They will collect 3 bids with the goal to schedule the estimate in April with a plan on how to fund the jobs. Ken also provided names of some high quality roofing companies with the goal to get the roof repaired in the summer. Gerald will also meet with Shane regarding the furnace issue. This may be a longer timeframe than the glass or the roof. The goal would be to complete the work on the windows in the summer when school is not in session. Gerald will also find out what permitting needs to happen for the glasswork. Most contract companies want 30-40% down ahead of time so the goal would be to set up plans to make these repairs over the summer due to weather and school being closed.

Pastor Dan suggested that we have recently received several generous donations, so it would be reasonable to use those funds to provide matching funds to meet the needs of this financial goal. We could set a goal to run a 4-6 wk campaign starting around April 15th, specifically reminding all families to give about $150 over and above their regular offering (or whatever they are able to give) in order to meet this goal of financial repairs.

*Lay Ministers Update:*

BSF Men’s Group has had some success with YouTube. There is a plan to post some sermons online to help provide ministry services to those who are unable to attend worship.

Jean Ford is leading a prayer walk within the campus on Saturday and Sunday of Palm Sunday weekend. It will include 11 or 12 stations and will probably be open a few days later on that week as well. (March 25)

Randy and Dan met a while back and as it stands now, there are no specific terms for our Lay Ministers. They talked about restructuring the officers and their specifics roles and positions. Roles are currently matched with individual passions, rather than the needs of the congregation. The goal is to maybe shift the role to be a 3 yr term, starting with about 9 months or so of like an internship type of process where the Lay Minister can observe and work into a participatory role and later into a leadership role so that they are intentionally raised up to become leaders.

There was discussion about including the YTD Offering & Giving stats, as well as Adults in Bible Study and Children in Sunday School each week in the bulletin. The ELT supported this information to be posted about once a month in the bulletin.

*Foundation Board Update:*

Les commented that the board has discussed consolidating their funds and giving the pastor something to distribute to people as he makes visits to members who are unable to attend worship.

*Pastoral Update:*

Pastor Dan and Pastor Aaron will attend a Best Practices Conference this coming weekend. (Pastor Jeff Shrank)

Pastor Dan just finished writing a piece for the “Common Ground” curriculum with Concordia. He will attend a monthly circuit meeting with other members of the synod in this region. He has been invited to serve as a Leader of the regional Circuit and is currently considering that offer. The goal is to share ideas about ministry to grow and get better at ministry. He also met with an LCF staff person and would like to have ELT and staff meet together to lead a discussion on demographics in the area in regard to this congregation.

Dan stated that the staff is working hard. This is a relaunching time for our church.

Meeting was adjourned at 8:20pm.

Teri closed the meeting in prayer.