

St. Luke's ELT Meeting

Monday, March 19, 2018 6:00pm

Members in attendance: Les Soltis, John Taylor, Randy Sloper, Bob Snyder, Barb Erickson, Teri Sato, Pastor Aaron, Dave Hoag (on the phone), Morgan Griffith (Sec), Gerald Meyer,
Guests:

Les opened the meeting in prayer.

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

Holy Grounds:

Presentation from Holy Grounds Ministry Team,

Presented by Carenn Plucknett & John Bauder:

- In the past, the cost of Holy Grounds has been less than the profits. More recently, it did not cover all of the expenses.
- \$381 annual expense from Health Dept.
- \$150 annual fee budgeted for maintenance needs
- Average operational costs are \$30-50/month
- \$3500 donation will cover the cost of a used machine and first year of maintenance package (re: Greenlefe)
- It could be up and running by the end of the week. The ministry team wants to debut the machine for Easter weekend to support the Easter Breakfast event hosted by the youth, and to give any extra profits directly to the youth.
- There are some struggles related to the change in times of worship, which have greatly reduced the sales associated with Holy Grounds. The ministry team has some creative ideas, like to give a free latte to all of the Sunday School teachers and Bible Study teachers, or even to be open a couple mornings a week to sell coffee to BSF or VBS staff. The team is interested in trying some different strategies to possibly give out some samples or allow people to order coffee and have it delivered during class, or even to add some signage in the lobby.
- Holy Grounds will most likely continue to stay closed over the summer.
- Dave suggested that from now on, we give only additional profits to other ministries. Carenn would also like us to build up a little bit of a reserve to cover financial needs.

- Holy Grounds continued to break even monthly up until extra supplies were purchased for the holidays and then the espresso machine broke down shortly after that.
- This is considered to be Phase 1 of this plan, with potential for more benefits for fellowship and financial support for other ministries at St. Luke's.
- Additional Comments/Feedback from ELT Members: The ministry is well prepared and ready to move forward.
- Bob Snyder moved that we approve that the money that was donated be used to get the mission started and that the team will follow up with ELT in March of 2019 with a progress report. Barb seconded the motion. Discussion: These funds were provided by an anonymous donation specifically for this purpose, but we are still aware of the urgency of the other financial priorities which take precedence over this. The motion was approved unanimously by the ELT.

Financial Review:

P&L Summary (February '18 vs '17)

- ✓ Total income +11.9% vs LY (+17.1k)
 - Offerings & Gifts -1.7%, Daycare Tuition +20.2%, Schools +51.8%
 - Offerings continue a troubling downward trend, however, Schools and Daycare continue to drive positive growth.
- ✓ Total Expenses -11.8% vs LY (-\$16.5k)
 - Personnel expenses -14.4% vs LY (-\$13.5k. All others expenses) -6.6% (-\$3.1k)
- ✓ Overall \$27.8k Net Gain (after mortgage principal pmt)

YTD P&L Summary (Jul '17 - Feb '18)

- ✓ YTD Net Gain (after mortgage principal pmt) stands at \$205k vs (-\$22k) last year. \$228k improvement.
- ✓ Total Income +4.0% YTD vs LY (+\$50k) driven by schools & daycare
 - YTD Change by category: Daycare (+\$28k), Schools (+\$28k)
 - Offerings & Gifts (-2.2% / -\$17.5k)
- ✓ Total Expenses -16.7% vs LY (-\$208kk)
- ✓ YTD Highlights: Personnel expenses -16.1%, Operating expenses -17.7%.

***Les, Dave, and Gerald will begin to craft the FYE19 budget and present to ELT soon for further review.

***Gerald is headed to retirement as of April 30th. Position includes a focus in Financial areas, Human Resources, Maintenance, and Operations.

Gerald suggested that the Voter's Meeting in June will be held in The Great Room, due to any issues with heat.

Facilities / Grounds / Maintenance Update:

By the end of the year, we will have brought in about \$45-50,000 this year from outside organizations using our space, so the revenue benefits have been very worthwhile for the church.

Gerald is collecting bids for the roof and the glass for the windows. Pastor Dan would like to present an overview of the bids and a fundraising idea at the next ELT meeting.

Lay Ministers Update:

Randy presented ELT with a monthly report from March visits and communications. Pastor Aaron also talked about inviting the youth to Communion Training in the near future, and possibly even to serve communion on a more regular basis.

Pastor Aaron commented that two things overwhelming prove that youth will continue to engage in the church: getting involved and helping out OR parent involvement.

Foundation Board Update:

April 22nd: Speaker will present new tax laws in plain English.

Pastoral Update:

Melanie P's background: She has served as a Kindergarten teacher in several places. She has served with Christian youth in several areas and her dad works in youth ministry as well.

The overflow from the Easter services will most likely be the lobby.

Morale among staff is overall pretty good, though the staff is disappointed to see Gerald go.

There have been 14 baptisms here in the last 12 months. 😊

Pastor Dan did accept the position of the Pastoral Delegate for our local circuit.

ELT members need to bring suggestions for replacement for Secretary (Morgan) and Member at Large (Bob) who will both complete their term on the ELT as of the June congregational meeting.

Meeting was adjourned at 8:00pm.

Teri closed the meeting in prayer.