

Trinity Lutheran Church Council Meeting – 12-12-17 **FINAL**

The following members were in attendance at the meeting:

President Bill Rankin	Kent Curtis Treasurer- Elect
Vice President Micah Reitan	Member at Large Clint Buetow
Secretary Irene Austvold	Member at Large Sarah Crane
Secretary-Elect John Boone	Member at Large Marcia Black
Treasurer Ted Haase	Interim Pastor Red Burchfield

Staff: Lynn Landers, Interim Administrator. Absent: Jens Johanson, Norma Aamodt-Nelson and Liz Gimmestad

Visitors: Marilyn Hall, Pete Johnson, Cliff Bronson and Steve Alpers

The meeting was called to order at 6:37 PM. A quorum was present.

1. The RESPECT Communications guidelines, the Mission and Vision were affirmed by everyone.
2. A motion was made and seconded to approve the Council Meeting Minutes dated 11-14-17 with minor revisions. The motion carried.
3. A motion was made and seconded to approve the Annual Congregational Meeting Minutes dated 12-3-17 with minor revisions. The motion carried.
4. Welcome “gifts” are now available for any new visitors attending Trinity Lutheran and are available for anyone to give out. They are located near or behind the Welcome/Hospitality area and may be changed seasonally. Currently, the gift bag contains a TLC Christmas ball and a candy cane, along with some other goodies.
5. A motion was made and seconded to authorize the reservation with Lynnwood Parks and Rec. Center on July 8, 2018. The motion carried.
6. Treasurer Report – Ted Haase. For the month of November, contributions income were less than the amount expected by \$17,079. Year to date: Contributions are \$105,143 below the amount budgeted. See attachment.
7. The Council attended the annual Preschool Christmas Program held in the sanctuary. It was a joyful Christmas program with many proud siblings, parents, and friends cherishing the music, songs, story and time spent together.
8. A motion was made and seconded that in January of 2018, Trinity Lutheran Church begins a Capital Campaign Drive to fund the following projects, listed by priority: 1) a new speaker system and 2) flooring. The motion carried.
9. A motion was made and seconded that in January of 2018, Trinity Lutheran Church funds a new a speaker system as quoted by Morgan Sound in the amount of approximately \$66,000, with the funds contributed through the Capital Campaign Drive beginning in January of 2018. The motion carried.
10. Council will have a winter retreat on January 6, 2018 from 12-4.
11. The meeting was closed by singing the Doxology. The council meeting was adjourned at 9:00 PM.
12. The next council meeting will be held on Tuesday January 9th at 6:45 PM. There will also be a Special Congregational Meeting on January 21st at Noon.

Secretary – Irene Austvold

TLC Interim Pastor's Council Report

2017

December

TLC Mission for Ministry

*Together with Jesus Christ, we are freed by grace,
to live faithfully, love boldly, and serve joyfully,*

I commit to the following pastoral goals for the **next 2-3 mos.** to align my work with our mission.

- Goal 1 To be an open, engaging, relational, collaborative, prayerful, Christ centered pastoral presence in TLC's ministry during this transition time.
- Goal 2 To partner with the Council and Congregation to maintain TLC's ongoing ministry.
- Goal 3 To help Council/ Congregation **engage/ own** its purpose (its' mission/ vision).
- Goal 4 To help the congregation identify its' major challenges/ issues/ concerns.
- Goal 5 To establish mutually agreed upon interim pastoral ministry goals.

Priorities or Ministry Action Plan for the start of the transition time (6- 8 weeks)

Bold = new or increased activity

1. Continue to meet and build relationships while engaging in regular ongoing congregational ministry – including **visitation.** (goals 1– 5)
2. Support and encourage the Council in its' leadership (goals 2-4)
 - a. **Work with Personnel Committee to establish 20 B employee contracts**
 - b. **Prepare for Jan. 21st Special Cong. Mtg.**
 - i. **Jan 7 & 14 Constitutional Forums**
 - ii. **Jan 14 – publish the nominations for Call Committee**
 - c. **Finalize the plan for a short term capital campaign**
 - d. **Begin work on identifying/ incorporating bylaws for new constitution**
 - e. **Prepare Personnel Policy/ Procedures Handbook – for Jan. 20 B council**
 - f. Help Council to clarify Pastoral compensation package for MSP by February
3. Work with Congregation to identify and address deep challenges (goals 4)
 - a. Encourage the practice of prayer and respectful communication
 - b. **Follow up around crucial conversations to address deep congregational pain**
 - i. **Organize worship which promotes reconciliation/ forgiveness/ healing**
 - ii. *Organize and host additional Crucial Conversation workshops*
4. **Advise and support the ongoing congregational transition**
 - a. **Work with Nominating Com. – to publicize Call Com. nominations Jan 14.**
 - b. **Prepare Call Committee Notebooks and a initial orientation.**
 - b. **To keep inviting individuals to share their perspectives on our cong. history**
 - c. **To clarify where PoG is at in its' discernment process**
 - d. **Prepare the nomination process for the Call Committee**

Pastoral Acts *Baptisms, First Communion, Confirmations, Weddings, Funerals, Private Confessions*
1 private confession

Personal *(you can pray for me around the following concerns) Extended family life adjustments*

**Trinity Lutheran Church Treasurer's Report
Period Ending November 30, 2017**

Income

	November 2017			Year-to-Date 2017		
	Actual	Budgeted	Difference	Actual	Budgeted	Difference
Contributions	86,153	103,232	-17,079	956,415	1,061,558	-105,143
Other income	5,300	6,776	-1,476	93,123	79,521	13,602
Total Income	91,453	110,008	-18,555	1,049,538	1,141,080	-91,542

Expenses

	November 2017			Year-to-Date 2017		
	Actual	Budgeted	Difference	Actual	Budgeted	Difference
Total Expenses	133,039	139,123	-6,084	1,342,206	1,422,394	-74,104

Total Actual Expenses Exceeding Actual Income

	November 2017			Year-to-Date 2017		
	Actual	Budgeted	Difference	Actual	Budgeted	Difference
Total Actual Expenses Exceeding Income	41,586			292,668		

November

- Contributions Income were less than the amount expected by \$17,079
 - Lynnwood: \$18,584 less than the amount expected
 - Mukilteo: \$1,505 above the amount expected
- Combining Contributions with Reimbursements, Facilities Use & Miscellaneous Income, the Actual Total Income was \$91,453, which was less than the amount budgeted by \$18,555
- Expenses were less than the amount budgeted by \$6,084
 - Personnel Expense was \$6,723 below amount budgeted
- Expenses exceeded Income by \$41,586

Year-to-Date

- Contributions are \$105,143 below the amount budgeted
- Largest variances for expenses, all less than the amount budgeted:
 - Personnel: \$41,187
 - Management: \$5,004

Trinity Lutheran Church
Statement of Income and Expense by Major Group
 November of Fiscal Year 2017
 Responsibility: All
Fund: 01 - TRINITY LUTHERAN CHURCH

	Current Month				Year-to-date			
	Budget	Actual	%	Remaining	Budget	Actual	%	Remaining
Income								
CONTRIBUTIONS INCOME	103,231.71	86,153.36	83.46%	17,078.35	1,061,558.63	956,415.26	90.10%	105,143.37
REIMBURSEMENT INCOME	51.68	0.00	0.00%	51.68	1,128.66	597.34	52.92%	531.32
FACILITIES USE INCOME	6,239.01	4,620.00	74.05%	1,619.01	73,437.58	81,177.61	110.54%	-7,740.03
MISCELLANEOUS INCOME	484.94	679.93	140.21%	-194.99	4,954.05	11,348.39	229.07%	-6,394.34
TEMP RESTRICTED RELEASED	6,870.50	41,585.86	605.28%	-34,715.36	75,575.50	292,667.52	387.25%	-217,092.02
Total Income	116,877.84	133,039.15	113.83%	-16,161.31	1,216,654.42	1,342,206.12	110.32%	-125,551.70
Expense								
BENEVOLENCE EXPENSE	6,706.89	5,599.27	83.49%	1,107.62	80,508.13	62,166.30	77.22%	18,341.83
PERSONNEL EXPENSE	95,263.90	88,540.74	92.94%	6,723.16	953,185.17	911,997.65	95.68%	41,187.52
MORTGAGE	12,003.13	11,503.00	95.83%	500.13	132,034.44	126,172.10	95.56%	5,862.34
FAITH FORMATION	799.13	1,178.30	147.45%	-379.17	6,026.12	2,853.11	47.35%	3,173.01
EVANGELISM MINISTRY	164.44	402.97	245.06%	-238.53	1,778.00	2,337.84	131.49%	-559.84
FACILITIES MINISTRY	11,761.19	9,653.65	82.08%	2,107.54	138,758.78	137,630.19	99.19%	1,128.59
CONGREGATIONAL LIFE	1,299.92	487.55	37.51%	812.37	6,987.60	3,411.07	48.82%	3,576.53
MANAGEMENT MINISTRY	10,126.23	12,793.95	126.34%	-2,667.72	85,938.88	80,935.24	94.18%	5,003.64
SOCIAL CONCERNS MINISTRY	24.00	0.00	0.00%	24.00	600.00	0.00	0.00%	600.00
WORSHIP MINISTRY	502.28	1,431.36	284.97%	-929.08	9,184.19	9,168.24	99.83%	15.95
WAY STUDENT MINISTRIES	471.93	1,448.36	306.90%	-976.43	7,392.31	5,534.38	74.87%	1,857.93
Total Expense	139,123.04	133,039.15	95.63%	6,083.89	1,422,393.62	1,342,206.12	94.36%	80,187.50
Income Less Expense	-22,245.20	0.00	0.00%	-22,245.20	-205,739.20	0.00	0.00%	-205,739.20