

Date: May 9, 2017

Place: LCGS Room 160

**Present:** Michael Gray, Susan Kavanaugh, Scott LaViollette, David Schoening, Naomi Specht, Cindy Spencer, Angela Tobias, Julie Triplett, Ron Tuvey, Cindi Zechmann

**Staff:** Darcy Huffman, Communications and Resource Director  
Pastor Amy Hessel

**Guests:** Jodi Borreson and Jennifer Meyer

### Gathering Time

1. Call to order. Ron T. called the meeting to order at 7:10.
2. Opening prayer was given by Pastor Amy.
3. **Approve the minutes for April 11.** Moved by Susan K and Michael G 2<sup>nd</sup> to approve the amended minutes from April 11; approved.
4. **Adopt the agenda for May 9.** Naomi S moved and Michael G 2<sup>nd</sup> to adopt the amended agenda for May 9; adopted.

### Discussion Items

1. **Budget-** ASTP representatives Jodi Borreson and Jennifer Meyer spoke to the decision to cut the ASTP budget for the 2017-2018 school year. They are working on recruiting more students, and have an open house scheduled for May 18. Further discussion ensued about the budget and some congregational input, including the concern that the budget deficit be a one time event and not yearly. It was noted that congregational giving has increased by about \$935 per week, and if this pattern continues, the budget deficit would be much less. A supplemental budget will be presented at the congregational annual meeting which will stipulate that if ASTP enrollment increases to 25 students by November 1, \$8500 would be added to the budget to fully fund ASTP.
2. **Strategic Planning Process-**Pastor Amy distributed "Phases of a Strategic Planning Process" document with a suggested timeline of events. At the annual meeting a workbook will be handed out to the congregation to be completed by members over the summer months.
3. **Council set up lunch for annual meeting-** Naomi S will send out an email so that council members can sign up to bring food items for the annual meeting. Council members should arrive at approximately 11:00 a.m. to set up.
4. **Living Stones Ministry-**Amy Suttmiller requested that she no longer do the books for the Living Stones Ministry. She has done this task for the past seven years and would like to pass this along to someone else. Angela T moved and Scott L 2<sup>nd</sup> that we ask Living Stones to find a different person to do their books and to donate Amy Suttmiller's old computer to them.  
**Approved**
5. **Outgoing council members -**Outgoing members Scott LaViolette, Julie Triplett, and Cindi Zechmann were recognized and thanked for their work on Council these past three years.

### Action Items

1. **Approve confirmand-**Naomi S moved and Angela T 2<sup>nd</sup> to approve confirmand Phoebe Chartock. **Approved**
2. **Approve agenda for congregational annual meeting-**Tabled. Darcy H will email out the proposed agenda for the congregational meeting.
3. **Easter offering -**Angela T moved and Susan K 2<sup>nd</sup> to donate the Easter offering to Olympia School District Preschool. **Approved.**

**Accountability**

The council received the following reports:

**Pastor Amy** – Pastor Amy reported that intern Ann Murphy is in the process of early decision candidacy for a call. Her last day is July 30<sup>th</sup>, and Good Shepherd will host a goodbye celebration for her. Summer worship will begin on June 11 and will be one service at 9:30 a.m. until September 10.

**President Ron** -On August 19<sup>th</sup> there will be a synod compensation guidelines meeting to be held at St. Mark's Lutheran Church. We need to send at least one council member to this meeting.

**Sending**

**Lord's Prayer**

**Adjourned 9:05 p.m.**

# LUTHERAN CHURCH OF THE GOOD SHEPHERD

## Statement of Financial Position On May 31, 2017

<b>ASSETS</b>			Unrestricted	Temporarily Restricted	Permanently Restricted
<b>Current Assets</b>					
Cash					
	First Citizens Money Market	\$25,009.35	\$25,009.35		
	First Citizens - Checking 4778	\$7,340.19	\$7,340.19	\$0.00	
	ELCA Mission Invest. - Checking/Youth	\$337.88		\$337.88	
		<b>\$32,687.42</b>	<b>\$32,349.54</b>	<b>\$337.88</b>	<b>\$0.00</b>
	Investments - Thrivent World/Local	\$547,635.61		\$547,635.61	
	Vanguard - Restricted & Unrestricted	\$232,687.62	\$204,169.35	\$6,567.51	\$21,950.76
	Thrivent (MIF) - Unrestricted	\$143,451.27	\$143,451.27		
	Common Stock - Donated			\$0.00	
	Accounts Receivable (Dedicated and other Assets Due)	\$21,086.53	\$21,086.53		
	<b>Total Current Assets</b>	<b>\$977,548.45</b>	<b>\$401,056.69</b>	<b>\$554,541.00</b>	<b>\$21,950.76</b>
	<b>Total Fixed Assets</b>				
	Original Building + Additions	<b>\$4,050,758.18</b>	<b>\$4,050,758.18</b>		
<b>TOTAL ASSETS</b>		<b>\$5,028,306.63</b>	<b>\$4,451,814.87</b>	<b>\$554,541.00</b>	<b>\$21,950.76</b>

Current Assets not carried on our books:					
Investments - Lutheran Community Foundation/InFaith Community Foundation					
	Scholarship Fund as of 3/31/2016	\$124,374.76		\$102,457.51	\$21,917.25

# LUTHERAN CHURCH OF THE GOOD SHEPHERD

## Statement of Financial Position on May 31, 2017

LIABILITIES		Unrestricted	Temporarily Restricted	Permanently Restricted
<b>Current Liabilities</b>				
L&I Payable	\$0.00	\$0.00		
Undistributed Stock	\$0.00	0.00		
Other Payable	\$0.00	\$0.00		
Due to Synod	\$0.00		\$0.00	
School Rental Deposits	\$0.00		\$0.00	
403B Payable	\$0.00		\$0.00	
Dedicated Funds Payable	\$586,014.43		\$586,014.43	
	<b>\$586,014.43</b>	<b>\$0.00</b>	<b>\$586,014.43</b>	<b>\$0.00</b>
<b>Long-Term Liabilities (Mortgage Payable)</b>				
	<b>\$588,353.79</b>	588,353.79		
<b>TOTAL LIABILITIES</b>	<b>\$1,174,368.22</b>	<b>\$588,353.79</b>	<b>\$586,014.43</b>	<b>\$0.00</b>

### EQUITY

<b>Prior Year End</b>	<b>\$3,684,360.97</b>
<b>Current Period:</b>	
Mortgage Principal- Thrivent	\$33,302.66
Mortgage Principal - Balloon Pymts	
Current Period Operating Gain/(Loss)	\$13,316.23
	<b>\$46,618.89</b>

### TOTAL EQUITY

Major Bldg Improvements	\$6,567.51			
Unrestricted Mission Equity	\$237,913.68			
Current Portion (Current Assets Less Current Liabilities)	\$391,534.02	\$401,056.69	-\$31,473.43	\$21,950.76
Non-Current Position (Investment in Bldg)	\$3,462,404.39	\$3,462,404.39	\$0.00	\$0.00
<b>Total Equity</b>	<b>\$3,853,938.41</b>	<b>\$3,863,461.08</b>	<b>-\$31,473.43</b>	<b>\$21,950.76</b>

### TOTAL LIABILITIES & EQUITY

<b>\$5,028,306.63</b>	<b>\$4,451,814.87</b>	<b>\$554,541.00</b>	<b>\$21,950.76</b>
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Current Assets	\$977,548.45
Less Dedicated Funds	\$586,014.43
<b>General Fund Reserve</b>	<b>\$391,534.02</b>
Reserves Target - Operations	\$90,000.00
Less Actual Reserves	\$391,534.02
<b>Reserve Target Surplus/(Deficit)</b>	<b>\$301,534.02</b>

# LUTHERAN CHURCH OF THE GOOD SHEPHERD

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## Statement of General Fund Operations

For the current Month and Fiscal Year to Date  
11 Months ending on May 31, 2017

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	Current Month	Fiscal Year to date
<b>INCOME</b>	rounded	
Offerings	\$36,446.00	\$494,353.15
Interest	\$2.00	\$10.57
Invested Savings Earn/Loss	\$0.00	\$27,352.46
Mortgage to Mission	\$1,554.00	\$11,738.00
Preschool Bldg Fee	\$1,000.00	\$9,000.00
School Rental Income	\$20,538.00	\$139,032.00
ASTP Income	\$680.00	\$4,817.66
Other	\$2,383.00	\$26,811.81
Unrestricted Memorials	\$0.00	\$1,745.00
<b>Total Income</b>	<b>\$62,603.00</b>	<b>\$714,860.65</b>
<b>EXPENSES</b>	rounded	
Called Staff	\$8,961.00	\$100,090.60
Facilities	\$15,835.00	\$176,300.27
Operations	\$19,107.00	\$205,201.61
Mission	\$16,422.00	\$164,634.89
Communication	\$136.00	\$5,884.20
*Benevolences	\$3,642.00	\$49,432.85
<b>Total Expenses</b>	<b>\$64,103.00</b>	<b>\$701,544.42</b>
<b>INCOME LESS EXPENSE</b>	<b>(\$1,500.00)</b>	<b>\$13,316.23</b>

**Statement of Income & Expense for Fiscal Year 2017**  
**The Lutheran Church of the Good Shepherd**  
**11 months ending May 31, 2017**

	Actual to Date	Budget to Date	FY 2017 Budget
<b>Income:</b>			
Offerings	\$494,353.15	\$497,000.00	\$534,000.00
Interest	10.57	0.00	0.00
Invested Savings Earn/Loss	27,352.46	9,500.00	11,000.00
Mortgage To Mission	11,738.00	13,700.00	15,000.00
Preschool Bldg Fee Income	9,000.00	9,000.00	9,000.00
School Rental Income	139,032.00	133,468.00	146,371.00
ASTP Income	4,817.66	5,850.00	6,000.00
Other Income	26,811.81	26,000.00	28,000.00
Unrestricted Memorials	1,745.00	2,000.00	2,000.00
<b>Total Income</b>	<b>714,860.65</b>	<b>696,518.00</b>	<b>751,371.00</b>
<b>Expense:</b>			
<b>Staffing Expenses:</b>			
Called Staff-Salary/Benefits	94,866.90	102,297.26	111,750.00
Travel/Continuing Ed./Misc	5,223.70	5,924.00	6,408.00
	<b>100,090.60</b>	<b>108,221.26</b>	<b>118,158.00</b>
<b>Facility:</b>			
Misc. Mortgage Expenses	825.00	825.00	1,100.00
Mortgage Principal	33,302.66	33,302.66	36,375.78
Mortgage Interest	16,681.34	16,681.34	18,152.22
Insurance	10,491.00	11,896.00	11,896.00
Utilities	41,155.55	40,106.00	42,300.00
Vehicle Maintenance	2,074.58	1,007.00	1,007.00
Property Maint	71,770.14	58,446.00	62,950.00
	<b>176,300.27</b>	<b>162,264.00</b>	<b>173,781.00</b>
<b>Operations:</b>			
Admin Staff	168,824.64	163,025.00	177,880.00
Office Operations	36,376.97	34,887.00	37,921.00
	<b>205,201.61</b>	<b>197,912.00</b>	<b>215,801.00</b>
<b>Mission Expenses:</b>			
Faith Formation	33,462.28	39,576.00	42,951.00
Worship/Arts & Music	73,049.36	73,170.00	79,750.00
Preschool Expenses	14,277.53	14,119.00	15,030.00
Congregational Fellowship	6,917.26	5,820.00	6,500.00
Caring Ministries	600.03	1,375.00	1,500.00
ASTP Expenses	24,065.78	24,360.00	25,000.00
Congregational Council	0.00	400.00	500.00
Emerging Ministries	6,618.71	7,948.00	8,700.00
Stewardship	4,056.32	1,900.00	2,000.00
Conferences/Assemblies	1,587.62	2,000.00	2,000.00
	<b>164,634.89</b>	<b>170,668.00</b>	<b>183,931.00</b>
<b>Communications:</b>			
Communication Expenses	5,884.20	5,560.00	6,300.00
	<b>5,884.20</b>	<b>5,560.00</b>	<b>6,300.00</b>
<b>Benevolences:</b>			
SW Washington Synod	34,602.97	34,790.00	37,380.00
World and Local Concerns	14,829.88	14,910.00	16,020.00
	<b>49,432.85</b>	<b>49,700.00</b>	<b>53,400.00</b>
<b>Total Expenses:</b>	<b>701,544.42</b>	<b>694,325.26</b>	<b>751,371.00</b>
<b>Income Less Expense:</b>	<b>13,316.23</b>	<b>2,192.74</b>	<b>0.00</b>



# The Lutheran Church of The Good Shepherd

## Congregation Council Agenda

**Date:** May 9, 2017

**Place:** Good Shepherd, Room 160

**Gathering Time** (10 Minutes)

**7:00**

1. Call to Order
2. Opening Prayer
3. Adopt the agenda for 5/9/17
4. Approve minutes for 4/11/17 meeting

**Discussion Items** (70 minutes)

**7:10**

1. Budget discussion and congregational feedback; May 14 conversation with council
2. Strategic planning process
3. Congregational meeting May 21-council set up, bring ingredients for lunch
4. Living Stones ministry's bookkeeping
5. Outgoing council members; new council member orientation

**Action Items** (10 minutes)

**8:20**

1. Approve confirmands.
2. Approve agenda for congregational annual meeting.

**Accountability** (30 Minutes)

**8:30**

- Pastor – Amy Hessel
- C/R Manager - Darcy Huffman
- President – Ron Tuvey
- Vice President – Dave Schoening
- Treasurer- Susan Kavanaugh

**Sending** (5 Minutes)

**9:00**

Sunday Page – Pastor Amy    Council rep to staff meeting – ?

Reminder: Council members are asked to attend a “conversation with council” session between services on May 14 to hear feedback/answer questions about the budget

**Adjourn – Lord's Prayer**

**9:05**