

LUTHERAN CHURCH OF THE HOLY SPIRIT
Council Meeting
January 16, 2023

- | | |
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| 1. CALL TO ORDER | Jan Schwanke |
| 2. DEVOTIONS | Larry Brady |
| 3. APPROVAL OF MINUTES | Council |
| 4. TREASURER'S REPORT | Daaron Dohler |
| 5. PASTOR'S REPORT | Pastor Linstrom |
| 6. CONGREGATION PARTICIPATION (8:00PM) | |
| 7. COMMITTEE REPORTS | |
| Christian Education | Kelly Wittich |
| CUFF | Ruth Ann Grockis |
| Finance | Larry Brady |
| Growth | Jen Prosk |
| Human Needs | Donna Williams |
| Long Range Planning | Daaron Dohler |
| Personnel | Andy Eastmond |
| Property | Joel Utterback |
| Stewardship | Wayne Giampietro |
| Technology | Jeanne Nelson |
| Worship & Music | Nancy FencI |
| 8. OLD BUSINESS | |
| Nominating Committee update | |
| 9. NEW BUSINESS | |
| Budget Meeting Sunday, January 15 | |
| Annual Meeting Sunday, January 22 | |
| 10. ADJOURNMENT | |

Lutheran Church of the Holy Spirit

Executive Committee Meeting Minutes for December 18, 2022

1. CALL TO ORDER: President Jan Schwanke called a meeting of the Executive Committee to discuss budget and staff salary issues at 10:50 am. Andy Eastmond, Personnel Committee Chair, also attended.
2. The Congregation currently faces a budget deficit of approximately \$50,000. An end of year of appeal has been made, and specific outreach aimed at younger members and families that focuses on the cost to the congregation of children's education programming and staffing also has been made. Reduction to 2023 staff salaries was discussed, and this group decided to defer any formal action in that regard until early in 2023, after the Congregational Meeting, and after conclusion of the current stewardship pledge drive, in the hope that donations and pledges will meet current and anticipated budget shortfalls, without the need for salary reductions. Financial condition will be discussed at the Congregational Meeting in January.

ADJOURNMENT – The meeting was adjourned at 11:10 am.

Respectfully submitted,

Donna Williams, Congregation Council Person

To: LCHS Church Council
 From: Daaron Dohler
 Topic: December 2022 Treasurer Report
 Date: December 12, 2022

	Dec 2022 YTD	% of 2022 Budget	Full Year 2022 Budget
Year-to-date Benevolence & Other Offerings Income	\$345,610	87%	\$398,052
Year-to-date Other Income	\$83,213	128%	\$65,000
Year-to-date Operating Fund Expenses	<u>-\$461,312</u>	100%	<u>-\$463,052</u>
Net Income (Loss)	<u>-\$32,489</u>		

Other Income includes \$9,742 transferred in from Building Fund for furnace repairs

Operating Fund (bank account) including earmarked funds	\$68,168
Parsonage Fund	\$24,760
Memorial Fund	\$12,913
Youth Fund	\$1,964
WELCA Fund	<u>\$6,093</u>
Operating Fund net of earmarked funds	<u>\$22,438</u>

Building Fund Month Beginning Balance	\$104,754
Income from Simply Giving	\$987
Income from Weekly Offering & Interest	\$1,375
Mortgage payment made	<u>-\$7,283</u>
Building Fund Month End Balance (2 accounts)	\$100,926
<i>(Bank Financial acct \$97,065 , Schwab acct \$3,861)</i>	

Mortgage Balance	\$595,981
<i>(Monthly mortgage payment = \$7,283)</i>	

2022 Benevolence (paid from Operating Budget)	
Metro Chicago Synod Benevolence (\$30,000 budget)	\$13,855
Lutheran Social Services of Illinois (\$1,000 budget)	\$0
Mission Partnership with Sagrado Corazon (\$1,000 budget)	\$0

2022 Hunger Donations (pass through from hunger offering)	\$18,175
ELCA World Hunger (50%)	\$9,087
COOL Food Pantry (25%)	\$4,544
Vernon Township Food Pantry (25%)	\$4,544

Prior Years:	Dec 2021	Dec 2020
Year-to-date Operating Fund Income	\$432,539	\$452,723
Year-to-date Operating Fund Expenses	<u>\$443,228</u>	<u>\$442,311</u>
Net Income (Loss)	<u>-\$10,689</u>	<u>\$10,412</u>

Year-to-date Operating Fund Income w/o PPP Loans	\$378,006	\$417,486
Year-to-date Operating Fund Expenses	<u>\$443,228</u>	<u>\$442,311</u>
Net Income (Loss)	<u>-\$65,222</u>	<u>-\$24,825</u>

Lutheran Church of the Holy Spirit
Income and Expense Statement
HOLY SPIRIT OPERATING FUN 01, December 2022

01/03/2023 01:34 PM

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Current Period Year to Date

INCOME		
OFFERINGS	\$57,481.50	\$345,610.03
OTHER INCOME	6,041.74	83,212.66
TOTAL INCOME	63,523.24	428,822.69
EXPENSES		
BENEVOLENCE	\$0.00	\$14,055.00
OFFICE OF THE PASTOR	18,331.20	162,757.41
ADMINISTRATION	1,070.40	10,482.50
CHRISTIAN EDUCATION	0.00	4,895.55
CHURCH GROWTH	0.00	1,283.38
HUMAN NEEDS	0.00	40.00
PROPERTY	8,538.86	135,242.16
MUSIC	1,550.00	5,101.35
WORSHIP	910.00	8,722.21
PERSONNEL	10,608.55	116,364.63
GENERAL/COUNCIL	0.00	990.94
STEWARDSHIP	0.00	1,376.60
TOTAL EXPENSES	41,009.01	461,311.73
EXCESS INCOME/EXPENSES	\$22,514.23	-\$32,489.04

Lutheran Church of the Holy Spirit
Income and Expense by Month
HOLY SPIRIT OPERATING FUN 01, 2022

	January	February	March	April	May	June	July	August	September	October	November	December	2022
INCOME													
OFFERINGS													
Pledge Envelopes	19,135	40,560	38,575	20,718	14,127	15,042	42,540	22,812	21,318	21,900	23,311	46,333	326,371

Pastor's Report to Holy Spirit Church Council January 16, 2023 for December 2022

Notable Activity During the Last Month

Regularly scheduled weekly and monthly programs:
Prayer Group, Thursday Bible Study, Adult Choir, Confirmation
Advent Taize Service
Christmas Eve planning and preparation
Christmas Eve Services

Pastoral Activities

Visitation & Counseling
Shirley Lease Committal Service
First Communion Instruction

Community and Synod

Religious Leaders United
Metro Chicago Synod Council meeting
North Conference of the Metro Chicago Synod

Building Use Requests and Concerns

LCNS and Music Institute of Chicago continue use
Heartfulness Institute is beginning to use rooms on Sundays
West Great Lakes Adult Children of Alcoholics Intergroup renewed quarterly meetings

Looking Ahead

Worship & Music Meeting – January 18
Annual Congregation Meeting – January 22
Synod Council – January 28
Confirmation Retreat – February 10
Youth Sunday – February 12
EXPO's – February 14
Mardis Gras/Jazz Sunday – February 19
Ash Wednesday – February 22
Mid-week Lenten Services – March 1-29

Items for Information and Future Action

Staff Notes

Pastor Tim on Vacation Jan 29-Feb 3, Pastor Joleen Gleasman will be providing pulpit supply.

New Members/Visitors (See statistical report)

	<u>Baptized</u>	<u>Confirmed</u>
Membership at start of year (2022)	514	452
Membership at start of year (2023)	516	451
Membership at the Beginning of the month	516	451
Changes in December	0	0
Current Membership	516	451

Highlights for December 2022

The monthly Church Council meeting was held on December 12th. Treasurer's report included monthly Benevolence offerings and other income of \$29,303 for November (YTD total is \$365,299 (including a transfer from the Building Fund for furnace repairs)). Operating expenses were \$26,275 in November (YTD total is \$420,303).

Pastor's report: Pastor Tim reported on membership changes, including new members who have recently formally joined and others who are planning to formally join soon. The Korean Methodist Church that previously expressed interest in renting space has withdrawn its interest due to budget constraints. Worship service attendance is increasing. We had a great showing for Hanging of the Greens and Advent Wreath. Additional Communion Deacons and readers, as well as greeters, will be needed for Christmas Eve services. Refreshments will be available on Christmas Eve. Pastor Tim will be on vacation after Christmas, and Pastor Koth will be here on January 1 and January 8. **Christian Education** reported that the children's Christmas Program was fantastic; it is available for streaming, and the link will be sent out again. LYFE and Sunday School will meet one more time in 2022 and will resume the week of January 8. Cherub Choir will resume in January. **CUFF** requested that a fellowship event notebook is being prepared. **Growth** reported on another well-received round of Name Tags with Meet and Greet Sunday and on kiosk and church signage for Christmas Eve services. There will NOT be a Meet and Greet Sunday for Christmas Day Service. Having the QR code in the newsletter and church publications is very helpful, and we had a new family scan and share their info. Jen is creating more conversation with Ciara about cleaning up the systems that internally share new people's info and is working on utilizing the Giving App's ability to capture new donor's info. Jen will reach out to new attendees at holiday season services. **Human Needs** reported that Kari concluded another successful Angel Tree and gift card donation that we and that will continue to support PADs with donations in January and will continue to provide information about and links to host sites. **Personnel** reported on office and staff holiday gifts. **Property** reported that LCNS asked to put up bulletin boards in the hallways. Joel continues to work with D-Wing to come out for repairs. The gutters have been cleaned, and Joel continues maintenance work and seasonal clean up. **Stewardship** reported that Jan and Wayne followed up with members who pledged this year but had not yet submitted pledge cards for next year, with favorable responses. **Technology** reported

that Daaron has gotten live streaming on YouTube up and running. Recordings are stored and available on the congregation's channel, and the link will be shared on Facebook. The company that operated the Simply Giving program and giving app now offers web-based giving with a QR code for instant donations, as well as a text-to-give option. The YouTube channel and live stream also will include giving options. **Worship and Music** reported on Christmas Orchestra is assembled. Volunteers are still needed for Christmas Eve and Christmas Day services. **Old Business:** The new Christmas Tree and outdoor lights are up, thanks to the generosity of our members. Nominating Committee continues its work on a slate of candidates. The Council revisited the 2023 proposed budget. **New Business:** Council member annual reports are due to the Church Office by December 30. **Next council meeting currently is scheduled for January 16, 2023 at 7:30 PM. The Annual Congregational Meeting will be held on January 22, 2023** after service. All council meetings are open to Holy Spirit members. Minutes and reports of the council are kept in a public notebook in the narthex.

Lutheran Church of the Holy Spirit

Church Council Meeting Minutes January 16, 2023

1. CALL TO ORDER: President Jan Schwanke called the monthly meeting of the Church Council to order at 7:30 pm. Those in attendance included Pastor Tim, Larry Brady, Daaron Dohler, Andy Eastmond, Wayne Giampietro, Nancy Fencl, Ruth Ann Grockis, Jeanne Nelson, Jennifer Prosk, and Joel Utterback. Donna Williams and Kelly Wittich were absent.
2. DEVOTIONS: Jan Schwanke led a devotion based upon _____ about ____.
3. APPROVAL OF MINUTES--The minutes from the December 12, 2022 meeting were reviewed. Jeanne Nelson moved to approve the minutes; Wayne Giampietro seconded; the motion passed.
4. TREASURER'S REPORT – See separate Treasurer's report. Highlights include:
 - Income
 - Collected Benevolence offerings and other income of \$___ for December (YTD total is \$___)(Other income includes \$9,742 transferred from Building Fund for furnace repairs)
 - Collected Hunger offerings of \$___ in December (YTD total is \$___16,051)
 - Collected regular Building fund contributions of \$___ in December (YTD total is \$___59,902)
 - Expenses
 - Operating expenses were \$___ in December (YTD total is \$___)
 - The monthly mortgage payment of \$7,283 was paid. The mortgage balance is now \$___.
5. PASTOR'S REPORT – See separate Pastor's report. Pastor Tim reported __. __ made a motion to approve the Pastor's Report; Daaron Dohler seconded, and the motion passed.
6. CONGREGATIONAL PARTICIPATION – None at this time.
7. COMMITTEE REPORTS:
 - Christian Education: (Kelly Wittich): . _____
 - Fellowship/CUFF: (Ruth Ann Grockis): Ruth Ann is putting together a fellowship event notebook.
 - Finance: (Larry Brady): No report.
 - Growth: (Jennifer Prosk): _____ and Jen will reach out to new attendees at holiday season services.
 - Human Needs: (Donna Williams): We continue to support PADs with donations in January and providing information about and links to host sites.
 - Long-Range Planning: (Daaron Dohler): No report.
 - Personnel: (Andy Eastmond): Office and staff holiday gifts were given.
 - Property: (Joel Utterback): LCNS asked to put up bulletin boards in the hallways. Joel continues to work with D-

Wing to come out for repairs. The gutters have been cleaned, and Joel continues maintenance work and seasonal clean up.

Stewardship: (Wayne Giampietro): _____.

Technology: (Jeanne Nelson): Live streaming on YouTube is up and running. _____.

Worship & Music: (Nancy Fencil): Christmas Eve and Christmas Day services _____.

8. OLD BUSINESS: Nominating Committee continues its work on a slate of candidates. _____

9. NEW BUSINESS: _____.

10. ADJOURNMENT – Wayne Giampietro made a motion to adjourn the meeting; Daaron Dohler seconded the motion. The motion passed; the meeting was adjourned with the Lord’s Prayer at 9:00 pm.

Respectfully submitted,
Donna Williams, Congregation Council Person