**Advent Lutheran Church – Church Council Meeting – January 16, 2019 Minutes**

**Present – Voting (n=11)**: Pastor Danielle Miller, Pastor Gary Mills, David Richards, Michael Hammett (by phone), Charles Miller, Miriam Sitz Grebey, Jon Dohlin, Norma Martin, Juan Minier, Bayardo Peralta

**Present – Not Voting** **(n=2):** Deanne Walters

**Not Present – Excused** **(n=2)**: Blessing Tawengwa, Bree Vandenburg

1. **Call to Order**

Bayardo Peralta opened the meeting with a devotional about celebrations of Epiphany throughout the world.

1. **Consent Agenda**

The Church Council accepted the consent agenda consisting of meeting minutes, staff reports, and financial statements.

* **Pastor’s Report** — Details pastoral concerns and provides updates about ministry, administrative, building, scheduling and other items.
* **Meeting Minutes** — Notes from the December Council meeting.
* **Latino Ministry Report** – Provides updates about the Latino ministry.
* **Communications and Youth Ministry Report** – Provides updates about communications and outreach efforts and youth activities.

**Action** ***(Motioned, Seconded, Approved)*:** The Church Council voted to accept all items of the consent agenda as indicated above.

1. **Strategic Discussions: Presentations, Feedback, and Actions**

**Financial Reports**

Pastor Charles Miller presented a discussion of the financial reports from the final quarter of 2018.

[Statement of Financial Position](https://drive.google.com/file/d/0B2NnJRQziWGleTFpOFNoeGdHNFk/view?usp=sharing): Advent has two major investment funds (Parsonage and Mission Fund). The YTD change in both showed a reduction in value of the two funds, but not as great a reduction as expected, due to a strong market at the beginning of the year.

* In the Parsonage Fund: After drawing the budgeted $50K, the fund showed a reduction of $11K in the fund at the end of the year.
* In the Mission Fund: After drawing the budgeted amounts of $50K (an amount which we will be incrementally reducing each year) and $45K draw for grants, the fund showed a reduction of $17K in the fund at the end of the year.

In conclusion, both funds remain healthy. We’re hoping for an increase in value this quarter, but even so, going into the year. Pastor Charles Miller reported to Ellen Pollen that amount available to be dispersed as Mission Fund Grants is in the neighborhood of $39K (5% of $791K).

[Statement of Activities](https://drive.google.com/file/d/0B2NnJRQziWGlOW5OWWdfMkdoNVU/view?usp=sharing): The net total as of the end of December 2018 shows a surplus of $13,980.81 for the year. Per our pledge to the Congregation, any year-end will be returned to the Mission Fund.

[Dedicated Accounts](https://drive.google.com/file/d/0B2NnJRQziWGlTllQa0k5eHdraVU/view?usp=sharing)

**2019 Budget for Approval**

Pastors Danielle Miller and Charles Miller led a discussion of the proposed 2019 budget. Of note:

* The income side of the budget includes an aspirational but reasonable weekly envelope offering of $410K, up from $400K budgeted in 2018 ($373K actual) — an increase of roughly 10%.
  + The Council agrees that this increase is appropriate, taking into account an increased emphasis on stewardship in 2019.
  + In 2018, there was intentionally a very soft focus on stewardship; in 2019, the Congregation will be challenged to renew their commitment to giving, especially as we decrease our draw on the Mission Fund.
  + Pastor Charles Miller also noted the importance of Advent’s budget being a UNIFIED budget — meaning, gifts don’t support specific ministries; rather, gifts go toward the united budget of Advent, supporting all of our diverse ministries.
* Still in the income side, the budget now includes lines and figures for Food Pantry and Community Lunch (each at $18K), which mirrors the figures on the expense side of the budget.
  + The Budget Development Committee arrived at these numbers by calculating the amount each ministry would receive annually from a 3-year grant of $18K from ELCA World Hunger, plus historic income numbers for these ministries.
* On the expense side, in the Salaries and Benefits section, the budget includes:
  + The following amounts for Pastor Danielle Miller to use at her discretion for bonuses: $3K for program staff and $1K for building property staff
  + $10K for the associate pastor overlap (to be paid, hopefully, during the period where both Pastor Gary Mills and the new Associate Pastor are on salary). This also bumps up payroll taxes, and pension and medical expenses.
* Also on the expense side, a new section called Social Justice encompasses four lines previously supported by Other Benevolence: Lutheran Counseling Center MAPP, LaMP, El Salvador, Community Lunch, Food Pantry; plus the new addition of the Emmaus Fund.
* The proposed budget is balanced at $729,300

The Council agreed to present the proposed budget to the Congregation at the Budget Meetings next Sunday, then to the Congregation again at the Annual Meeting.

**Action** ***(Motioned, Seconded, Approved)*:** The Church Council voted to proceed with the Budget as presented.

**Nominating Committee**

Dan Applegate, Abby Ferjak, Lynn Kingsley, Charles Miller, and Rose Tresgallo have agreed to be on the Nominating Committee, nominating Juan Minier, Jon Dohlin, and Deanne Walters to serve on Council.

The Council agreed that at the 2019 Annual Meeting, we will take volunteers to serve on next year’s Nominating Committee.

**Investment Committee Addition**

The Investment Committee requested an additional member; Jim Kelly volunteered. The Council agreed to appoint Jim Kelly to the Committee.

**Action** ***(Motioned, Seconded, Approved)*:** The Church Council voted to appoint Jim Kelly to the Investment Committee.

**Annual Meeting Planning Discussion**

David Richards be away during the Annual Meeting, so Michael Hammett will lead the meeting. He and the other Council members discussed the following points:

* The Congregation should receive an update on plans to convene the Property Committee
* There are outstanding property concerns that the Congregation should be updated on:
  + Basement issues including Certificate of Occupancy and fire code violations — we are waiting to hear back on a $250K grant from the Synod (positive results expected)
  + Air conditioning in the Sanctuary — a fix for this is not built into the budget
* Quorum is 67 members. Miriam Sitz Grebey will email Council members (redistributing Charles Miller’s names) and other volunteers (list of names to come from Kevin Bowen) to make phone calls (similar to those made before the Vision & Mission Retreat), inviting members to the Annual Meeting, at 12pm on January 27, encouraging them to attend 11am worship. There will be childcare.
* Main points on agenda: Brief property update, Nominating Committee volunteers, Council elections, and the 2019 Budget.

1. **Next Meeting**

The next Council meeting will take place on **Wednesday, February 20, 2019 at 7 p.m.** David Richards will lead the devotional.

* **Adjournment — Closing Prayer.**

David Richards closed the meeting in prayer.

***Respectfully submitted by M. Sitz Grebey, 1/20/19***