

SAMMAMISH HILLS LUTHERAN CHURCH  
Council Meeting – November 8<sup>th</sup>, 2011

Members not present: Carla B.

- 1) Call to Order and Devotions
- 2) Approve / Modify Agenda
  - a) MSP
- 3) Approve Minutes from September Meeting
  - a) MSP
- 4) Lead Pastor's Report & Related New Business
  - a) Pastoral Acts
  - b) Funerals: October 21 Robert Smith (SHLC Sanctuary)
  - c) Weddings: October 29 Jack Holmes and Jessica Hewitt (Hidden Meadows, Snohomish)
  - d) Thank you to Tom for doing a great job organizing the congregational dinner November 5<sup>th</sup> for the report to the congregation on sabbatical (about 100 people attended).
  - e) Call Process/Staffing
    - i) Update on Ken's Call Process: Ken is in the process of interviewing with another church outside of Washington and will keep us up-to-date on the process. He will continue to serve in his current role until we are told otherwise.
    - ii) Request from the Bishop's Office to move forward with an SHLC "Ministry Site Profile" (MSP). **Doug Chadwick, Elliott Hoole, Andy T volunteered to be on the committee to fill this out. Councils hope is that Carla B will also serve on this committee.**
    - iii) Request to establish and draft a position description for a part-time (10 hours/week) 10:30 Worship Coordinator. Qualifications include 1) Able to be a "front person" for the bands; 2) Able to lead current leaders and raise up new band members/form new bands; 3) Able to recruit, train, and lead A/V Team. **John will draw up a draft position and council will discuss it at the December meeting.**
  - f) Report on Leadership Retreat...Leadership Gatherings for Communications with the goal of the leaders talking about what it happening in the coming months.
    - i) January 3: Looking to Lent, Easter, early Summer
    - ii) May 1: Looking to Summer, Fall
    - iii) August 21: Looking to Fall through Christmas
  - g) Vision: Clarifying the vision I'm bringing to the Council and Congregation: triangle of "Meet Friends", "Meet God", "Live Life Better".
  - h) Theological Education: regular designated fund:
    - i) Gina Herman will be a senior and our commitment will be done. After our commitment to her, the education funds will have about \$5,000 remaining.
    - ii) **Andy moves to "Ask the Synod candidacy committee to provide two candidates in good standing to receive scholarship money for the 2012-2013 school year".** Andy moved and Elliot seconded
    - iii) Discussion was had regarding past procedures and past candidates.
    - iv) Motion passed

- i) Bound Conscience Theological Education Fund and Luther Seminary: Tabled for the next meeting.
  - j) Worship:
    - i) Worship Leadership Summits (all worship leaders from all services)
      - (1) January 7 Lent-Easter-Pentecost Sunday Cycle (2012 Ash Wednesday-2/22; Palm Sunday-4/1; Easter Sunday-4/8; Pentecost Sunday-5/27)
      - (2) April 21 The Sundays after Pentecost, Part 1, 6/3-9/9
    - ii) Update on A/V Teams: Tom is working on getting some trainings scheduled
    - iii) Update on 10:30 worship bands: John L and John R are working to get more musicians involved and more bands put together.
  - k) Congregational/Intergenerational Events
    - i) Outreach: 5/12/2011 Day of Service Progress
    - ii) In-reach: Congregational Advent Craft/Alternative Gift Fair Saturday, November 3, 2012.
    - iii) Adult Formation
  - l) Update on Huddles and Lifegroups (there will be an article in the December newsletter).
    - i) *Bread of Life* For three Saturdays in Lent I will be offering a series combining bread baking and a study of Jesus' *I am the Bread of Life...* sayings.
    - ii) Provided we have a second pastor in place by then, Fall-Winter-Spring 2012-13 I will offer an introduction to the New Testament course Wednesday nights (same time period as Confirmation) using Mark Allan Powell's *Introducing the New Testament: A Historical, Literary, and Theological Survey*. We will meet in the Sanctuary Basement classroom set up for older youth and adults.
- 5) Treasurer's Report & Related New Business
- a) **Revenue:** Total offering for the month was \$64K which was (\$6K) or (8%) below our \$70K guide and it was (\$18K) or (22%) below prior year's amount. **For YTD, we are (\$72K) or (12%) behind guide and we are (3%) or (\$18K) below the prior year.** Based on where we are right now and prior year's giving trend, that would project our annual offering at \$749K. See comment below regarding amount estimated to avoid the need to draw on line of credit.
  - b) **Expenses:**
    - i) **October:** October expenses were about (\$2K) below guide as explained by fluctuations below:(\$1K) under in Benevolence due to offering being below guide; (\$3K) under in staff costs as we are starting to see some of the impact of Pastor Will's departure; (\$1K) under in Building maintenance expense due to not timing of expenditures vs budgeted amounts; \$3K over in Children ministries as deposit was required to be put down for next year's family camp in order to reserve the site and timing of purchase of Sunday school supplies. Miscellaneous other areas made up for the difference.
    - ii) **YTD:** We are (\$33K) under expenses YTD in the following areas:(\$8K) under in Benevolence expense due to offerings being below guide total; (\$12K) under in Staff Costs primarily due to costs for Sexton being under budget and impact of Pastor Will's departure; (\$5K) under in office expenses primarily under in technology primarily from savings in the server conversion; (\$5K) under in buildings and grounds due to the timing of the maintenance costs; (\$1K) under in Children's Ministry primarily from timing of expenses for Sunday School curriculum; (\$3K) under in Middle School, Confirmation and High School Ministry mainly due to timing of education fees; \$4K over in Worship Ministries due to the equipment

costs relating to cost of new projector and costs for bulbs on the projectors. The remaining differences are in smaller amounts in other various areas.

- c) **Outlook:** Our general fund balance is a negative (\$38K). A year ago, this balance was a negative (\$30K). In order to end with a break even general fund balance and avoid having to draw on our line of credit, I am estimating that we need roughly \$195K of offerings over the next two months. We received \$198K over the last two months last year and thus this needs to be repeated in order to avoid a shortfall.
  - d) **Special congregational meeting:** The meeting would need to be December 11th. How can we avoid having this meeting? *David will put up a thermometer in the narthex to track progress to our goal.* Andy moves to hold a special congregational meeting on December 11th. The agenda will be to consider the proposal from council to approve the potential use of the line of credit. Cam seconds. Motion passes.
  - e) Council members will get up in front of the congregation to give a financial update at the following services:
    - i) November 13th - Andy
    - ii) November 20th - Cam
    - iii) November 27th - Doug
    - iv) December 4th - Elliott
    - v) December 11th - David E
    - vi) December 18th - Andy
  - f) 2012 Spending Guide discussion: Council will meet after the first of the year for a special budgetary meeting. We will base the 2012 spending guide on returned pledges and giving levels of 2011.
- 6) Business Administrator's Report & Related New Business
- a) Tree Removal: Scheduling tree removal can now proceed. There was a delay when the City required a letter from an Arborist, which has now been received. By way of update, there have now been identified 60 dead or dying trees to be removed. Not all will be removed this year.
  - b) Sexton: Search continues to find a replacement for Hoang Pham as Sexton. Most potential persons can find jobs that pay more per hour and are located closer to their home. For 2012 the hourly rate in the proposed Spending Guide has been increased to \$14.00 per hour.
  - c) Congregation Dinner: The November 5 dinner is now behind us but the stewardship effort will continue until November 20. If you have not completed your pledge card, please do so and encourage others to do so by this date. A great deal of the success of this dinner was the result of dedicated volunteers including Barb and Paul Graf, Dave Humphrey, John Roth, my wife, Jeannine, and especially Tom Varga and his fiancé Christine and her son and daughter. Also, not only did Pr. John do a great job on the presentation, he was also wielding a mop in the kitchen at the end!
  - d) Spending Guide: Most of the last few weeks have been dedicated to working on the first draft of the spending guide for 2012. David has the draft along with a narrative explaining both substantive changes and ministry updates.
  - e) Fall Clean-up: The landscape areas were cleaned up on Saturday, October 29 by church members and Skyline High School students who park in the SHLC lot.
  - f) A list of potentially non-active members will be distributed prior to the next meeting.

- g) Nominating committee needs to meet soon (reminder the members are Cam, David E., Dean, and Dave M.). Members will send ideas to John and the group will meet via email and communicate with potential candidates.
- 7) Old Business: None discussed
- 8) Remaining New Business (none currently scheduled)
  - a) Recap of October Leadership Retreat: Tabled for next month
- 9) Continued discussion centered around two questions
  - a) What are the foundational values that we want to have as a congregation?
  - b) How do we see those values being expressed/not expressed in the congregation today?
  - c) Discussion was tabled until a further date when we have a special meeting to discuss this.
- 10) Adjourn – Lord's Prayer