

**Shepherd of the Hills Lutheran Church, LLC**  
**16239 E El Lago Blvd, Fountain Hills, AZ 85268**  
**Regular Council Meeting**  
**September 27, 2022**

The September meeting of the Shepherd of the Hills Lutheran Church was called to order by President, Erich Korsten at 10:00 am in the Education Building, Rooms 5 & 6. The present were Erich Korsten, Susan Boyle (Kick), Pastor Jeff Teeple, Dennis Johnson, Donna Hawkinson via Zoom, Dottie Dudgeon. Those absent were Dan Beck and Chris Lang. Guests in attendance were Bill Gest, Lynn Ruby, Bill Luzinski, Roger Miller, Vivian Tam, Eileen Doench, Jim Skivington, Debbie Vinopal and Pastor Tom Ashbrook.

Pastor Jeff led us in a devotion based on Daily Texts, Today's word from Daniel 11:32. Context of Daniel foreseeing what is to come upon Israel. "People who know their God will be strong and take action." "By faith, Moses, when he was grown up, refused to be called son of Pharaoh's daughter." Our strength comes from God and allows us to take action.

The minutes of August 26, 2022 were reviewed. Dennis Johnson made a motion to approve the minutes. Dottie Dudgeon seconded the motion. All were in favor. The motion was carried.

Erich Korsten asked for a change in the order of the agenda. He asked for a motion to accept the resignation of Chris Lang as Treasurer/Director of Finance. Sue Boyle moved to accept Chris Lang's resignation from his position on Council as Treasurer. Dennis Johnson seconded the motion. No discussion followed. All were in favor. The motion was carried.

Erich Korsten asked for a change in the order of the agenda. He asked for a motion to appoint Bill Gest to the Shepherd of the Hills Lutheran Church Council position of Treasurer/Director of Finance. Bill Gest agreed to fill the Treasurer position through January 2023. Dottie Dudgeon made a motion to approve Bill Gest filling the remainder of the term of Treasurer/Director of Finance. Dennis Johnson seconded the motion. No discussion followed. All were in favor. The motion was approved. Bill Gest will be the new Treasurer/Director of Finance. He will be installed as Treasurer at next Sunday's service.

Pastor Tom Ashbrook joined the meeting to provide an update on the Spiritual Formation Discovery Event to be held at SOTH the week of October 24-28. Co-sponsored with Imago Christi. The 3-day event will provide some teaching, personal prayer and reflection on our faith journey. It is designed for those that already have been on a faith walk. Pastor Tom encouraged the Council to attend and be an example for the remainder of the congregation.

Lynn Ruby joined the meeting to provide an update on our marketing strategy. Major events covered include the 25<sup>th</sup> year ordination of Pastor Jeff, Worship in the Pines, Stephen Ministers class and finally the Spiritual Formation event. There will be an upcoming new ad in the Community Guide with a specific website for them to visit so we can see how many people look at our page due to the guide. Facebook doesn't allow pulling the stats she used to provide. She is posting about 5-6 times a week with upcoming events, encouraging verses or topics. She has created brochures for Spiritual Formation and the Columbarium. Very few guests on Sundays during the summer months. Welcome Home team will reconvene during the fall and winter. Text to church has had few people opt out of the texts which is encouraging. [sothaz.com/news](https://sothaz.com/news) provides a link for people to sign up for emails, texts, etc. Lastly, she reported on how quickly our site loads. The average was 8.99 milliseconds. Thanks to Lynn for sharing.

Bill Luzinski joined the meeting to discuss Active Shooter Preparedness. The Peace Team has recognized we have nothing to share with attendees on our preparedness to safe guard our congregation. See the attached report. He recognized there are things that should be cleared out of some of the area, a door that goes into the music room behind the altar needs to be adjusted, a slide lock and a pull handle should be added to all doors. Cost to update these doors would be approximately \$300. Bill recommends we do something, then present it to the congregation.

Pastor Jeff presented his report. After his retreat in August, he has decided to take one day a month for prayer at the Canaan retreat on 44<sup>th</sup> St. Maggie Smith's service is scheduled for November 5 at 10 am. Getting connected class postponed to November 6<sup>th</sup>. Baptism on October 9<sup>th</sup>. Dedication of new sculpture in Stan Hinkley's memory this coming Sunday. The Council feels a smaller plaque would be better and more consistent with the other memorial plaques. Organizational health team building with the staff and with the Strategic Planning team is beginning.

Dottie Dudgeon provided an update from the Missions/Outreach teams. Stroll in the Glow, December 3<sup>rd</sup>: There are different levels of sponsorship which is \$1,200 for level 2, and level 3 is \$600. Dottie made a motion to participate as a level 2 sponsor. Bill Gest seconded the motion. Discussion around participating. There will be a live nativity sponsored by one of the churches. Dottie will organize the table for the night. All were in favor. Motion carried. Dottie would like to begin to send out a medical article each month to the congregation. All are well researched and current articles by physicians and medical professionals. These would be sent out via email. Debbie suggested we set up a Health & Wellness section in the What's Happening with a link to the article. Dottie and Debbie will investigate how to disseminate the information. Her full report is attached.

Dennis Johnson provided an update from the Ministries teams. LiFT meetings resumed in September. Their fall event is November 5<sup>th</sup>. No written report attached.

Dan Beck was not in attendance, but did provide a property report in advance. His report was reviewed. Several repair projects were taken care. Two more bids or flooring, which brings us to 3. A request was made for a water faucet outside by the rose garden. We ask Dan to look into this opportunity at a later date. Full report is attached.

Bill Gest provided the financial update. Full report is attached. August giving was \$25,000 compared to a budget of \$32,000. September is low by about \$17,000 by now. We could stay open about 22 weeks at this rate. Year-to-date we are about breaking even. Three requests from Finance Committee 1) close the Chase account and deposit money in the Wells Fargo checking account, 2) free up some cash (approximately \$100K) in our Fidelity account by selling some funds that are not performing well, and 3) remove Jim Skivington as signer from Fidelity per his request. (Post meeting discussion was to remove Chris Lang from same account. All approved via email.)

- 1) Dottie made a motion to close the Chase account, Dennis seconded. All in favor. Motion carried
- 2) Dottie made a motion to sell accounts in Fidelity. Sue B seconded. All in favor. Motion carried
- 3) Dottie made a motion to remove Jim Skivington and Chris Lang, and add Roger Watton and Vivian Tam to Fidelity Account. Sue B seconded the motion. All in favor. Motion carried.

Tom Larson gave his resignation from Finance Committee as of September 26, 2022.

Debbie Vinopal gave an update from the Office. Permission to spend approximately \$300-\$500 for a backpack style vacuum. Council agreed this expenditure is approved. Servant Keeper updated to version 8. Allows Roger to enter once and update several other components. This will be an additional \$100/month, but removes the need of a couple other programs, so the cost is a wash. It was discussed

at Strategic Planning to discontinue the online directory. However, if the online directory will be updated with Servant Keeper, then we have a better chance of keeping it updated. We will keep the online directory as people decide. Cox expenditure \$1100/month with a contract remaining for the next 23 months. They have offered upgrading our system to fiber optic, and removing the phones we do not need. This is a wash between these services switching. After the 23 months, we will renegotiate a better rate.

Old Business: Sue Boyle provided a brief update from The Inspiration Academy. We are sponsoring an ice cream social on October 17<sup>th</sup>. The school is starting a green team from a grant they received. The garden will be on our campus somewhere. Lisa will get Council approval before building the garden. She would still like to put something together for the Thanksgiving Day parade. We would need a vehicle, trailer, banners/signs, candy to throw. The Council agrees to assist with this project along with Lisa.

Final approval of the SOTH Employee Handbook after minor revisions based on the last meeting was given at the August meeting.

The Council will meet on Wednesday, October 12 at 9:30 a.m. to review the first 12 chapters of the constitution. Members of the Strategic Planning Committee sub-team (Roger Miller, Tom Ashbrook and/or Betty Rosengren) will be available to answer any questions. It is asked that each have read it, noted any questions, and be ready for discussion.

Dottie will get two dates for AED/CPR training for Council, Peace Team and Ushers to attend.

The October Executive meeting will be October 12 at 9:00, and the Council meeting will be October 18.

Donna made a motion to convene into executive session. Sue B seconded. All in favor. Motion was carried.

Based on discussion in the Executive Session Meeting, the Council agreed to release the following statement: "A former employee has filed a complaint against Shepherd of the Hills Lutheran Church with the Maricopa County Superior Court. Because we disagree with them, our lawyer filed a response vigorously defending us against those claims."

Dennis Johnson made a motion to adjourn the meeting. Sue Boyle seconded the motion. All were in favor. The motion was carried.

We closed in prayer.

Respectfully submitted,

*Donna Hawkinson*

Recording Secretary

Approved at October 18, 2022 Regular Council meeting

# Marketing Report – SOTH Council

**September 27, 2022**

## **FH Times Articles**

- 25 Year Ordination Anniversary Celebration – July 27
- Worship in the Pines – August 17
- Stephen Ministers Appointed – August 31

## **Community Directory Ad**

- Landing page

## **Facebook Highlights**

- Reach 38%
- Engagement 66%
- Most engagement: Stephen Ministers, Inspiration Academy, Worship in the Pines

## **Brochures**

- Columbarium Brochure
- Spiritual Discovery Brochure

## **Welcome Home Team**

- Very few guests in the summer months.

## **Text in Church**

- Master Group – 118
- Prayer Team – 33

## **Email**

- What's Happening List – 379 emails
- Prayer Team – 58
- Average open rate – 66% (industry average 43%)

## **Miscellaneous**

- Sothaz.com/news
- Children's Choir

<b>SEO Highlights</b> (Search Engine Optimization) <b>Keyword</b>	<b>Before SEO</b>	<b>Mar 2022</b>	<b>Sep 2022</b>
Live Church Service Fountain Hills	1	3	1
Lutheran Church Fountain Hills	1	2	1
Stephen Ministry Fountain Hills	5	2	1
Sunday Worship Fountain Hills	1	3	1
Online Church Fountain Hills	9	3	2
Christian Bible Study Fountain Hills	10	4	2
Church Fountain Hills	7	5	3
Women's Ministry Fountain Hills	10	2	3
Church Service Fountain Hills	6	4	4
Church Near Me	9	6	5

**Website Speed****Test Date:**

26-Sep-22

**GTMetrix Speed Scores****Overall****LCP****TBT****CLS****Performance****Page**

	Grade	Performance	Structure	Goal: 1.2 sec or less	Goal: 150 ms or less	Goal: 0.1 or less
1 - Home	A	93%	95%	899 ms	187 ms	0.01
2 - Messages	A	98%	95%	907 ms	108 ms	0.01
3 - Listen	A	91%	92%	507 ms	248 ms	0.03
4 - About	A	96%	95%	1.1 ms	125 ms	0.01
5 - Give	A	96%	94%	1.1 ms	116 ms	0.01
6 - Contact	A	98%	95%	886 ms	111 ms	0.01

**Performance**

overall page performance (speed + how well it's built for performance)

**Structure**

how well your page is built for optimal performance

**LCP**

how long it takes for the largest image or text to become visible.

**TBT**

how much time is blocked by scripts during your page loading process

**CLS**

how much layout shift is experienced by visitors as your page loads.

**ACTIVE SHOOTER PREPAREDNESS**

Shepherd of the Hills needs to identify areas that can be quickly locked down or fortified. These selected areas are designed as safe areas. These selected locations should be free of windows, have solid core doors, adequate locking mechanisms, and contain heavy furniture or solid items inside the room to help fortify the door and prevent easy access by perpetrators. When unable to evacuate quickly or safely, we need to hide and shelter in place. Use any available items or furniture to reinforce the shelter area and impede access. Conceal the location by turning off the lights and remaining silent. Silence all cell phones, to avoid disclosing the location or presence. Attempt to locate alternative escape paths or find items that can be used to defend ourselves and overtake the offender. We need to remain in place until all clear is given by law enforcement.

**Preparing the Church:**

We have three areas where we can have people go into. 1<sup>st</sup> area is behind the Altar, 2<sup>nd</sup> is the Riser room, and the 3<sup>rd</sup> is the Choir room. These three areas should be able hold about 150 people in total. Yes, it will be close. The problem we currently have is the door to the 1<sup>st</sup> area cannot be closed. All four doors cannot be secured from the inside. I am suggesting a pull handle and a slide bolt on the inside to be able to securely lock these doors. Dead bolt locks are not needed as we do not want to show anyone from the outside of the door where the securing mechanism is located. Estimated parts cost \$300

**Fellowship Hall:** This area has locking doors and does not need any updates.

**Submitted by :** William Luzinski, Peace Team Coordinator

## **September Finance Report**

August Giving offerings (Envelope and loose) were \$25,217 compared to budget of \$31,800, or a \$6,584 miss.

Budget is set up knowing that summer months are slower.

It actually takes  $\$11,711 * 4.3 = \$50,357$  to meet the yearly budget. Many people give their annual contributions either at the beginning of the year or the end, so difficult forecast

September giving is approximately \$20,000 versus a budget of \$36,800.

Again, a shortfall of \$16,800 or \$30,537 from average monthly

Transferred \$20,000 from fidelity to cover our costs for September

Still up though August by \$16,950, therefore in September will be breaking even as we used up all of the surplus.

Given this, we need to be careful in our spending.

I have three requests from the Finance Committee for approval:

1. Close the existing Chase Account-Contains ~\$6,000 and we are being charged \$95/month service fees. (Need to find a current signer we cannot get online to determine actual balance.)
2. Sell the following Fidelity accounts:
  - a. Fidelity Total Bond Fund -\$19,850
  - b. Ishares Russell 3000 index fund (Small caps) -\$30,601
  - c. Invesco QQQ TR Unit ser1 (Nasdaq) -\$56,281

Fidelity account continues downward due to the Federal Reserve raising interest rates. Coming from a zero-interest environment, where stocks were the only thing to grow money, Stocks are being driven down due to coming recession effecting earnings. Bonds are reduced due to Fed raising interest rates resulting in a bond that pays 2% must be reduced in price to compensate for the current interest rate. Fed is raising rates above 5%.

Need to assure there is cash to support restricted accounts needs.

3. Change signers on the Fidelity account as follows:
  - a. Remove Jim Skivington per his request
  - b. Add Rodger Watton
  - c. Add Vivian Tam

Reason: Concern that we need backup signers in case my batteries die.

**Fidelity Postions 09-24-22** – found on next page

Symbol	Description	Quantity	Last Price	Last Price Change	Current Value	Today's Gain/Loss Dollar	Today's Gain/Loss Percent	Total Gain/Loss Dollar	Total Gain/Loss Percent	Percent Of Account	Cost Basis	Cost Basis Per Share
SPAXX*	FIDELITY GOVERNMENT MONEY MARKET	89856.29	\$1.00	\$0.00	\$89,856.29	n/a	n/a	n/a	n/a	17.39%	n/a	n/a
DSL	DOUBLELINE INCOME SOLUTIONS FD COM	1777.657	\$11.43	(\$0.18)	\$20,318.61	(\$319.98)	-1.56%	(\$12,346.65)	-37.80%	3.93%	\$32,665.26	\$18.38
FCBFX	FIDELITY CORPORATE BOND FUND	1638.348	\$10.03	(\$0.03)	\$16,432.63	(\$49.16)	-0.30%	(\$3,642.44)	-18.15%	3.18%	\$20,075.07	\$12.25
FEQIX	FIDELITY EQUITY INCOME	704.102	\$59.97	(\$1.26)	\$42,224.99	(\$887.17)	-2.06%	\$647.12	1.55%	8.17%	\$41,577.87	\$59.05
FEQTX	FIDELITY EQUITY DIVIDEND INCOME FUND	1070.247	\$24.80	(\$0.52)	\$26,542.12	(\$556.53)	-2.06%	\$657.89	2.54%	5.14%	\$25,884.23	\$24.19
FTBFX	FIDELITY TOTAL BOND	2118.429	\$9.37	(\$0.03)	\$19,849.67	(\$63.56)	-0.32%	(\$3,604.45)	-15.37%	3.84%	\$23,454.12	\$11.07
GSBD	GOLDMAN SACHS BDC INC SHS	763.164	\$16.30	(\$0.01)	\$12,439.57	(\$7.64)	-0.07%	(\$2,560.41)	-17.07%	2.41%	\$14,999.98	\$19.65
IWV	ISHARES RUSSELL 3000 INDEX FUND	144	\$212.50	(\$3.80)	\$30,600.54	(\$547.20)	-1.76%	(\$7,313.22)	-19.29%	5.92%	\$37,913.76	\$263.29
NOBL	PROSHARES S&P 500 DIVIDEND ARISTOCRATS ETF	512.69	\$82.50	(\$0.93)	\$42,296.92	(\$476.81)	-1.12%	\$2,823.64	7.15%	8.19%	\$39,473.28	\$76.99
PFN	PIMCO INCOME STRATEGY FD II COM	6211.795	\$7.08	(\$0.26)	\$43,979.50	(\$1,615.07)	-3.55%	(\$19,007.58)	-30.18%	8.51%	\$62,987.08	\$10.14
PGX	INVESCO EXCH TRADED PFD ETF	992.149	\$11.80	(\$0.14)	\$11,707.35	(\$138.91)	-1.18%	(\$3,292.65)	-21.96%	2.27%	\$15,000.00	\$15.12
QQQ	INVESCO QQQ TR UNIT SER 1	204.278	\$275.51	(\$4.56)	\$56,280.63	(\$931.51)	-1.63%	(\$10,031.07)	-15.13%	10.89%	\$66,311.70	\$324.61
SCHD	SCHWAB US DIVIDEND EQUITY ETF	874.28	\$68.07	(\$1.11)	\$60,068.88	(\$970.46)	-1.61%	(\$7,971.08)	-11.82%	11.52%	\$67,483.31	\$77.19
XLU	UTILITIES SELECT SECTOR SPDR FUND	263.885	\$71.76	(\$0.84)	\$18,936.38	(\$221.67)	-1.16%	\$1,326.39	7.53%	3.66%	\$17,609.99	\$66.73
XLV	HEALTH CARE SELECT	205.006	\$122.73	(\$0.63)	\$25,160.38	(\$129.16)	-0.52%	(\$1,933.36)	-7.14%	4.87%	\$27,093.74	\$132.16

## **SOTH Council Meeting, Missions/Outreach 9/27/22**

### **Member-at-Large, Dottie Dudgeon**

**Memorial Committee** – Eileen Doench and Gail Hanson. They discussed the letter sent out from Council regarding possible use of Memorial funds for capital projects for the church. They may need to come up with a letter to send to families to let them know how much memorial money was donated in the names of their loved ones. Marlene Hinkley has used money donated for Stan, her husband. Marilyn Begotka has plans for her funds for her husband, Dwayne. Donna Hawkinson and Eileen Doench desire to use their funds to replace the kitchen freezer.

**Columbarium** – Donna Hawkinson, Eileen Doench, Vivian Tam, David Caribardi, and Sharon Johnson. Marcia Schrage and Marilyn Begotka (or Marilyn Magdelin?) are working together to create floral displays in the Columbarium. There may be an issue of getting water to the area. Dan Beck was consulted on this. Additionally, there may be a homeless person sleeping on the bench again. Debris such as cigarette butts and cans have been found. Eileen will try to check more often. No services conducted in the last month.

**Outreach** – The 2022 budget appropriated \$5,500 to be used for Outreach. I will ask Debbie how much of the fund has been used as I am not aware of any of it being spent. I propose that SOTH participate in the event of “Stroll in the Glow” on December 3. This is one of three events sponsored by the Fountain Hills Chamber of Commerce. This time is from 5:00 pm to 8:00 pm at the Avenue of the Fountains. I am providing a flyer about the event and sponsorship details. In the past, we have participated in the Halloween event sponsored by the town with games such as corn hole and others.

**Cursillo** – Gail Hanson, Parish Representative

**Friends Feed Friends Ministry** – This ministry continues to provide a meal, bag-to-go each Friday night at Papago Park in Tempe, AZ. Also, clothing, toiletries, but most important are devotionals and individual prayers for homeless and indigent friends.

**Mission Committee** – Eileen Doench and Susan Bye – We are presently at \$25,069.16 at the end of August. If we receive no more money, which is not realistic, we will meet our goal with \$2,051 left. August 2021 was 10%, 4,410.25. August 2022 was 10% at 2,521.60. Present tithing to date is \$38,744. In 2021, this was \$39,056.05 at the end of August. Eileen thinks we are doing fine but may ask the team to cut back a little. She will send out information by October. But December always brings in a lot of money.

**Health & Wellness** – I will recontact the FH Fire Department in October to set up dates and times for CPR and AED training. I am also providing a copy of a medical article. I would like to send out a well sourced medical article each month with information that may be of particular interest to our members. If approved, I will meet with Debbie as to the best way to provide this information. Please see and peruse a sample article.

**Scholarships** – Donna Hawkinson, John Bjornholt, Chuck Wuttke, John Fears and Vivian Tam. No new information.



## **Property Report, Dan Beck**

### **Church Repairs**

Dan Beck repaired:

- a sprinkler main water line leak
- removed the wood from the fire pit area
- moved the griddle into the storage room in the Youth room
- replaced all the air handler filters
- completed the elevator monthly inspection
- removed the two TVs from room 7 and put them in the storage in the office until the city does their yearly recycle program
- repaired the countertop in room 7 by gluing and screwing the top down
- reglued the molding in the office waiting area.
- looked at the drinking water faucet in the Fellowship Kitchen because it is leaking and the under the sink water filters haven't been changed in years. Dan feels it would be cheaper to replace the faucet and buy a new single water filter system for under the sink and get rid of the three-filter system that is there now.
- The women's room light ballast is no good in the church women's room. We should change all remaining lights to LED lights. Dan will look into it.

### **Playground Repairs and upgrades**

Debbie Vinopal called to have new wood chips delivered for the playground area. She supervised the installation blowing in of the wood chips when they came. When the play equipment handles arrive, Dan Beck will install them on the equipment.

The new computer program, Debbie implemented, is working great for tracking new and old issues that need to be fixed around the church.

### **New Carpeting**

Debbie reported, we are still at it. Lloyd found two more commercial carpet companies. Both state they handle churches often.

They also state they install roughly 80% carpet tile.

Our latest quote from a company in Gilbert was \$50K with installation. They will move the pews but we need to unbolt and re-bolt them in place. This quote was for the carpet roll and pattern that Healthy Home Flooring quoted for roughly \$33,500 with installation and removal of pews with re-installation.

### **A New Memorial**

Lloyd Tarr informed Dan that a Stan Hinkley Memorial will be installed on September 19th. It will be installed above the bench outside of the Fellowship Hall.

Respectfully submitted by

Daniel Beck