

**Shepherd of the Hills Lutheran Church**  
**16150 E El Lago Blvd, Fountain Hills, AZ 85268**  
**Regular Council Meeting Minutes for April 18, 2023**

President Erich Korsten called the meeting to order at 9:00 a.m. on April 18, 2023 in the Education Building, Rooms 5/6 with the following in attendance: Erich Korsten, Dennis Johnson, Mike Peterson, Caroline Meyer, Dan Beck, and with Daryl Stemm and Donna Hawkinson via Zoom. Guests included Debbie Vinopal and Don Wirth.

Pastor Jeff opened the meeting with a devotion around the disciples meeting Jesus on the road to Emmaus, Luke 24:13+. Jesus shared all of the prophecies about the Messiah in the Old Testament. What a beautiful bible study that would have been.

The March minutes were reviewed with there being no changes, Dennis made a motion to approve the minutes. Dan seconded the motion. All were in favor. The minutes were approved as written.

Pastor Jeff reported he is leaving for vacation tonight for 10 days. Many comments about how meaningful the Holy Week services went. Healing prayer service on April 12. New adult education started on the Core Values for SOTH from the SPC next 2 Sundays. April 30<sup>th</sup> is the training for Welcome, Greeters, Ushers, Peace Team roles on Sundays. One service in May. Pastor Jeff Johnson will be available for pastoral support. Pastor Steve Bergeson will handle Sue Luzinski's funeral. Talon's baptism has been delayed until May 7<sup>th</sup>.

Daryl reviewed the March highlights for Finance. We missed the budget by \$11,000; biggest being the giving side is \$16,000 under budget and expenses are about \$5,000 under budget. We're at about 19 weeks for our stress test. See attached report for more details. Finance Committee met last night – giving goes down during the summer and some large expenditures for 5-project fund will be coming in the next couple of months. They decide they will need to transfer funds from Fidelity into Wells Fargo before the end of summer, so next month they will determine which investment accounts will be sold totaling about \$60,000. They will try to reduce something besides money market funds as they are producing pretty well right now; probably stocks and bonds. The Finance Committee has four names of members that Daryl will talk to about their interest in the Finance Committee. They will also review the audit review procedures for the future.

Missions/Outreach – reports attached. (see emails) Nothing needed for approval.

Worship/Education – LiFT held cookie decorating with 11 women. Only handed out 5 Easter bags. Last meeting was held at Fountain Park followed by bring your own lunch. Compassion ministry had several anniversaries of deaths. Nothing needed for approval.

Property – Dan reviewed the attached report. Dan wasn't very happy with the wooden doors so he met with the supervisor yesterday to discuss issues. The Columbarium exit door still isn't working without special handling.

Administration – Amanda Sexton was hired and started April 10<sup>th</sup>. It was suggested we give an announcement to the congregation about her hiring. Workman's Comp will be sending a \$750 refund to address the overcharge for 2022, and \$650 for 2023. Thank you, Debbie, for your diligence in getting this settled.

Contractual Obligations document was handed out at the last meeting, but approval was not given. After noting the only changes were grammatical, Caroline made motion to approve the document. Dan seconded the motion. All were in favor. Motion carried to approve the document.

We reviewed the request Aaron Frable made last month for purchases for the sound system. Donna made a motion to approve purchasing items listed as highest and high priorities. Caroline seconded the motion. All were in favor. Motion carried to approve the expenditures. Donna suggested Council review the

Pews will be scheduled to be completed after the carpet is installed.

Paul Oman painting event; 4 ½' x 8' for advent; paint by number, painted by the congregation; will go up behind the bell choir during Advent. The cost for this is about (package 1) \$900. Does not include the framing, paint, brushes or the canvas is expected to be about \$700. Frank Bye has agreed to do create the frames. \$1500 being asked from Council. Mike will see if there is Memorial money available for this. Dennis made a motion to move forward with the project. Caroline seconded the motion. All were in favor. The motion was carried.

The council voted to remove the letter of reprimand placed in Pastor Jeff's personnel file by the 2021 council due to changes in Covid regulations. Council members expressed regret that this action had been taken by a previous council. Mike made motion to remove the letter. Dan seconded the motion. All were in favor. Motion was carried.

The next executive meeting is May 15<sup>th</sup> at 5:30 pm via Zoom. The next Council meeting is Tuesday, May 23<sup>rd</sup> at 9:00 am.

A motion was made by Dennis Johnson to adjourn the meeting. Donna seconded the motion. All were in favor. The motion was carried. The Lord's Prayer was said after adjournment.

Respectfully submitted,

*Donna Hawkinson*

Recording Secretary

Minutes Approved May 23, 2023

### **Missions/Outreach – Mike Peterson**

- Columbarium-Sue Luzinski's interment will be April 26th.
- Scholarship-Scholarship applications are due in the office by April 28th. We've had inquiries from two students so far.

### **Missions:**

- At the end of March **we have \$46,485.69**, there is nothing new since last month.
- Tithings for March was \$3952.50 (March 2022 tithings was \$6487.30).
- Paz had 14 SOTH volunteers and served 262 people.
- Friends feeding friends are still helping Mathew 25 on Friday nights, 6 SOTH volunteers served 66 people.

### **Memorials:**

- At the end of March there is \$12,663 Restricted funds.

### **Property Report – Dan Beck**

#### **Church Repairs**

- Mr Handyman worked on all 21 of the large wooden doors around the church. They stained and sealed the outside surfaces, inspected, and adjusted all door closers, repaired the damage at the tops and/or bottoms of the doors, replaced all the weather stripping and figured out how to close all the gaps in the doors.
- Lloyd found the transformer box in the back of the property, by the school garden, had been hit and knocked off the cement platform. Appears conduit is cracked. Debbie reported it to SRP on 3/31/23 to Nancy at 602-236-8833. They now have her cell # if they need to contact her regarding the repair.

Lloyd Worked on the following doors;

- Education Building door frame on Room 1 was replaced and the back door into the hallway was replaced.
- Kitchen door was replaced
- Store room on north side of Fellowship Hall was replaced.
- The doors will be painted by SOTH.

We need to start the construction of a new floor insert for the piano. That needs to be done before the carpeting is installed. We plan to start this after the Celebration of Life Service on April 26th.

#### **TIA Garden Update**

A water connection for the garden project was installed along with a hose faucet on the west wall near the kitchen.

#### **Roof Leaks**

A leak test was performed on the drain pipes in the flat roof overhand on the east side of the Sanctuary and it appears that the drain pipe is leaking and causing damage to the bottom side of the roof. There are two options being considered to fix this problem.

1. Line the drain pipe with an epoxy coating at an estimated cost of - \$10,580.00.
2. Cut a hole in the roof and try repair the leak and then repatch the roof.

No decision has been made how to proceed.

### **Fellowship Hall Acoustical Panels**

The Acoustical Panels for the Fellowship are on site and we plan to install them the week of May 29th. Could use a few more volunteers to help with this project.

March Financial Summary

Shepherd of the Hills Monthly Financial Review		March 31, 2023					
INCOME	Offerings	Current Month			Year-to-Date		
		Actual	Budget	Difference	Actual	Budget	Difference
		\$22,525	\$20,320	(\$2,205)	\$122,222	\$125,800	(\$3,578)
	Total Income	\$17,500	\$20,320	(\$2,820)	\$178,522	\$214,016	(\$35,494)
	Missions	\$1,822	\$5,025	(\$3,203)	\$15,522	\$12,522	\$3,000
	Operating Income	\$12,517	\$20,320	(\$7,803)	\$163,522	\$194,655	(\$31,133)
EXPENSE		\$11,715	\$20,020	(\$8,305)	\$129,762	\$151,725	(\$21,963)
NET INCOME	Net Income	(\$1,222)	\$2,725	(\$3,947)	\$13,822	\$12,622	(\$1,200)
Screen Test	Current Assets	\$121,000					
	Minus Current Liabilities	(\$10,200)					
	Net	\$110,800					
	Expenses per week	\$11,715	Based on 2022 actuals				
	# of weeks	12.0					
Major Maintenance		Current					
		\$22,700					
\$ Project Fund		\$21,475					
Fidelity Investment		\$22,625					
		Notes:			Notes:		
		Giving/Income under budget -\$2,400			Giving/Income under budget -\$2,500		
		Expenses versus budget:			Expenses versus budget:		
		Insurance < budget -\$200			Comp/benefits > budget -\$1,500		
		Property (maintenance) < budget -\$4,800			Office expense (dues/subscriptions) > -\$1,800		
					Property (maintenance) < budget -\$2,700		
					Worship (sound) > budget -\$1,400		