

## Shepherd of the Hills Lutheran Church Regular Council Meeting Minutes for July 18, 2023

Recording Secretary, Donna Hawkinson called the regular council meeting of July 18, 2023 to order at 8:59 a.m. in the Education Building Rooms 5/6. In attendance were Dennis Johnson, Donna Hawkinson, Pastor Jeff Teeples, Dan Beck, and via Zoom were Daryl Stemm and Mike Peterson. Caroline Meyer and Erich Korsten was absent due to vacation.

Pastor Jeff opened the meeting with a devotion around Psalm 150:2, Romans 1:20. What in nature inspires you to draw closer to God? Followed by prayer

The minutes of June 2023 were reviewed. With no changes noted, Dennis made a motion to approve the minutes. The motion was seconded by Dan. With no further discussion, all were in favor and the motion was carried.

Pastor Jeff shared nine potential new members attended the Get Connected class last Sunday. He's had anywhere from 8 to 15 people attending adult education. Pastor & Kris are on vacation in Montana July 24-31. Paul Oman committee has been meeting and have cleared the nursery out, moving some of the toys into the Parlor. We discussed thoughts around having an early day chapel once a week, possibly on the days that BSF meets from 9:30 – 10:15. Lisa is interested in this plan. Billy Graham organization has offered to do an evangelism training for the community. More information to come via the Ministerial Association.

Daryl presented the financial highlights for June. Our financial stress test has gone from 19.3 weeks in June to 18 weeks in July. Most of the decrease is due to the expenditures for the Five Project Fund and the sound system upgrade. There are funds that should be available to us resulting from payroll taxes during Covid. Daryl is looking into the possibility of collecting that refund for the church.

Mike shared the Memorial, Missions, Columbarium and Scholarship updates. The reports are attached below. No actions required approval.

Worship, Education, & Ministry updates were given by Dennis. The reports are attached below. No actions required approval. Sue Terlecki has agreed to fill Dennis' position as Council Member-at-Large beginning in August. She will be installed on August 6<sup>th</sup> if Sue is available. (Sue is available.)

Dan reviewed the Property report attached below. Debbie indicated that the quarterly sewer bill has increased to \$1200/quarter. Both Debbie and Dan shared that the higher our water usage, the higher our sewer bill will increase. When the majority of our water usage goes into the ground for irrigation, the irrigation schedule should be reviewed and revised where possible to reduce our water usage. The Council agreed this needs to be a priority and thank Lloyd and Arn for looking into a better schedule.

Debbie gave a brief update on the following open projects:

- Upholstery update – still waiting for confirmation that upholstery has been shipped. We are still hoping for a possible July 24<sup>th</sup> start date.
- ADT fire alarm update – there's a meeting on Wednesday, July 19, 2023 to meet with ADT to discuss the security cameras, and the fire alarm situation will be addressed with them at that meeting.
- TIA signage has been updated to meet our requests from the last meeting. Council approved the new size and placing of the plaques.
- Termite update – campus was being walked at the time of the meeting using a thermal camera to find other suspect areas. One area identified earlier today is the store room in the Youth Room. We will have to clear that out so treatment can be completed.

- Sound system upgrade – the high and medium items have been purchased. Some of the remaining items may not be necessary after these items are in place.
- Bulletins – the question was asked if we could use QR codes in place of bulletins to display the week's activities. Some of the Council felt that using those codes would not be accepted willingly by the congregation. Pastor and Debbie will look into creating a smaller version of the bulletin for Sundays.

Old business: Caroline was absent from the meeting, so the Memorial Fund policy and procedures will be deferred to the August meeting.

New business: The date of August 2 from 11 am to 3pm will be used to do a review of ByLaw changes and final changes to the constitution with Tom Ashbrook and Roger Miller. The place to meet will be determined later.

The next Executive Committee meeting will be held on Wednesday, August 16 in the office conference room. The next Regular Council Meeting will be held on Tuesday, August 22, 2023 at 9:00 a.m. in the Education Building, Rooms 5/6. Mike Peterson will not be able to attend the next meeting.

Jeff Teeples made a motion to adjourn the meeting. Dennis Johnson seconded the motion. All were in favor. The meeting was adjourned. We closed the meeting with the Lord's Prayer.

Respectfully submitted,

*Donna Hawkinson*

Recording Secretary

Approved 8/22/2023 during the regular August meeting

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

Missions – Eileen Doench:

- At the end of May we have \$35,145.56.
  - We will need \$26,700 to pay our commitment till the end of December.
- Tithings for June were \$3571.00. (June 2022 \$2030.90). This looks good since summer is our low months of tithing.
- Total Tithings for the year is \$29,769.41
- Because of our carry over of \$35031.15 at the beginning of the year we were able to approve these projects beyond our projected budgeted commitments. God is good.
  - \$3000 for Food for Kids (this was an obligation we committed to in 2020)
  - \$5000 for the Webb Family
  - \$1800 for blankets for the homeless.
  - \$1000 as an Honorarium for the English Family.
- The Pot Luck for this couple by the missions team was quite a success on June 25<sup>th</sup>. Sue Bye put a great article in the Fountain Hills newspaper that came out on July 12<sup>th</sup>.
- Grace Lutheran Respite has yet to be set up.

Memorials - Eileen Doench: Nothing new.

Scholarship – Donna Hawkinson: Daniel Quan was recognized last Sunday and given his check for his scholarship.

**Finance Update – Daryl Stemm:**

Shepherd of the Hills Monthly Financial Review		June 30, 2023					
		Current Month			Year-to-Date		
		Actual	Budget	Difference	Actual	Budget	Difference
<b>INCOME</b>							
	Offerings	\$35,715	\$40,050	(\$4,335)	\$298,933	\$326,300	(\$27,367)
	Total Income	\$41,576	\$44,810	(\$3,234)	\$326,206	\$360,946	(\$34,740)
	Missions	\$3,571	\$4,005	\$434	\$29,769	\$32,630	\$2,861
	Operating Income	\$38,005	\$40,805	(\$2,800)	\$296,437	\$328,316	(\$31,879)
<b>EXPENSE</b>		\$50,767	\$50,715	(\$52)	\$307,885	\$303,451	(\$4,434)
<b>NET INCOME</b>	Net Income	(\$12,762)	(\$9,910)	(\$2,852)	(\$11,448)	\$24,865	(\$36,313)
Stress Test		6/30/2023					
	Current Assets	\$573,169					
	Minus Current Liabilities	\$359,144					
	Net	\$214,025					
	Expense per week	\$11,842	Based on 2023 actuals			\$11,842	
	# of weeks	18.1					

	Major Maintenance	Current	\$47,561				
	5 Project Fund		\$35,138				
	Fidelity Investment		\$491,152	Approximately 73% Cash			
		Notes:			Notes:		
		Giving under budget ~\$4,200			Giving under budget ~\$27,400		
		Other income over budget ~\$1,000			Other income over budget ~\$7,200		
		Expenses versus budget:			Expenses versus budget:		
		Insurance < budget ~\$1,100			Comp/benefits > budget ~\$4,800		
		Comp/benefits > budget ~\$1,100			Property (maintenance) < budget ~\$4,900		
		Office exp < budget ~\$1,100					
		Property (maintenance) > budget ~\$3,400					
		Worship < budget ~\$1,000					
		Music < budget ~\$1,400					

**Worship, Education – Dennis Johnson**

Stephen Ministry – Don Wirth: Continuing Ed on June 20<sup>th</sup>; July Supervision meeting canceled on July 4<sup>th</sup>; New continuing ed begins July 18<sup>th</sup> with book “The Gift of Empathy” written by the founder of Stephen Ministry, Stephen Hauch and Joel Bretscher training that empathy helps others feel valued, cared for and understood when experiencing difficult times.

Music Ministry – Matthew Fable: Planning and preparing for worship with the pop-up choir and Praise Teams; attended the AZ chapter of the American Choral Director’s Association conference in Mesa and the biennial national conference for the Association of Lutheran Church Musicians conference in Philadelphia.

Compassion Ministry – Gail Appeldorn: one anniversary in June and the interment of Marie Ryer in the Columbarium beginning of July.

LiFT – Cindy Beck:

- July 13<sup>th</sup> Bingo had 25 women attending with 3 non-members. Donations of Spaghetti sauce was collected for the Ministerial Food Shelf.
- Sharon Johnson is stepping down from her role as treasurer due to their move back to MN. Marcia Caribaldi has agreed to fill the role of LiFT treasurer. This will be recognized at the September meeting.
- Fund balance is \$1241.07.
- No events in August. Next meeting is September 12, 2023.

## **Property – Dan Beck**

### Church Repairs

- Lloyd and Arn Repaired 5 sprinkler system water leaks by rose garden area.
- Worked on the issue of water leaking into the basement when there is heavy rain. I removed the stones from the area between the sidewalk and church, from the downspout to the quire door entry. Arn and Dan filled in this area with 3 inches or more of dirt and tapered it away from the church to the sidewalk, covered the dirt with plastic then covered the plastic with the stones again.
- Repaired the right parlor door, the wood was split at the top and the screws were missing from the mounting bracket so there was nothing holding the top mechanism in place.
- Repaired the left door by the sound booth, it wasn't closing correctly.
- Arn is doing a lot of repairs by the columbarium because the water was shut off and a lot of plants died.
- New 3" casters were installed on the baptismal font.
- Put a new outside outlet cover on the outlet by the Fellowship Hall stairs/ramp.
- Replaced an outlet in room 8 and put an outlet cover on the outlet behind the wooden file cabinet. Replaced the outlet in room 7 and one outlet in room 4.
- Cleaned the white board with isopropyl alcohol in room 4 because the marker was burned into the board.
- The women's restroom for the fellowship Hall was missing the ceiling fan. The hole opening is 8" x 8" and the new fans are smaller. The mounting plate is missing so I can't just replace the fan motor. I put a blank cover over the vent pipe for now.
- Put a solid cover over an open electrical box on the ceiling by the ED building exit sign.
- Replaced the toilet handle on the toilet in the preparation room.
- Repaired the metal storage cabinet in room 9.
- Mounted a donated 40-inch TV in the office conference room and put a TV mount in room five.
- A 50-inch TV is ordered for room 5.
- Two cameras with microphones were ordered, one for the conference room TV and one for the TV that will be in room 5. These are currently in pastors' office so he can test them both.
- Arn is looking into the church's water usage and the sprinkler schedule. He took Planting and Maintenance Certificate course through the Phoenix Desert Botanical Gardens. He also took over the ground maintenance at his condo complex. He said he will meet with Lloyd and see how they can get a better watering schedule set up.