

Shepherd of the Hills Lutheran Church, LLC.

August 22, 2023

Minutes of Regular Council Meeting

Erich Korsten called the regular Council meeting for August 22, 2023 to order at 9:00 a.m. in Rooms 5/6 with the following present: Erich Korsten, Pastor Jeff Teeples, Caroline Meyer, Donna Hawkinson, Daryl Stemm (via Zoom), Dan Beck and Sue Terlecki. Mike Peterson was absent. Guests included Lloyd Tarr and Arn Hampel.

Pastor Jeff shared a devotion around Matthew 16:18 previewing this coming Sunday's gospel.

July minutes were reviewed by each member. Daryl requested a change to his report. The change will reflect removing the words "an overpayment of" in the sentence "There are funds that should be available to us resulting from an overpayment of payroll taxes during Covid." Donna will make the correction. Dan made a motion to accept the minutes as corrected. Daryl seconded the motion. All were in favor. Motion was approved.

Arn Hampel and Dan Beck shared information regarding landscape water usage. As it turned out, the schedule Dan used in his timing calculations were from the May re-seeding schedule and not typical. However, given that information, it became even more confusing as to why our water bill is as high as it is. It was calculated that 62% of the water used in our landscape watering is for the grass. The other 38% is for the flower boxes, desert landscape, Columbarium, rose garden and trees. Dan and Arn shared that there are several breaks in the irrigation lines on the north side of the property along the oleanders behind the sport court, and in the desert landscape on the south side of the main parking lot. The recommendation was made to 1) add new lines to the rose garden, flower boxes, water fountain and immediate area, 2) shut off the lines to the desert landscape south of the parking lot and in the roundabout, and 3) hire a landscaping company to do this work for approximately \$500. Pastor Jeff made a motion to accept all three parts of this recommendation. Sue Terlecki seconded the motion. All were in favor. Motion carried. It was also recommended to change the grass lawn to all or partial artificial turf. Daryl asked that we defer this decision until after the first of the year due to finances. All agreed. We thank Arn and Dan for taking such care in doing the timings and investigating.

Pastor Jeff shared that:

- church and TIA will join together to provide a time for worship through "Elevate" with assembly time on Thursday mornings at 9:30 in the Fellowship Hall. Dan Gilbert and Jeff met with 11 high school students to help plan the mornings. Debbie Yin and Elaine Tarr will also help with greeting and hospitality beginning on August 31st.
- A memorial service for Harlan Behrens will be on September 19 at 10:00 am with burial in the Columbarium.
- Pastor Jeff is doing an opening prayer for Town Council on September 19th.
- FH Ministerial Assn is meeting with Will Graham's group to plan an evangelist revival and training the end of 2025.
- Debbie is hosting a booth at the High School today hoping to take part in a Workforce Internship Program to help with the Elevate program. See Administrator report for more information.
- Pastor has registered for the LCMC conference; \$230/registration, \$453/flight, Oct 1-3, \$534/hotel + miscellaneous expenses. Pastor Tom will fill the pulpit.
- He is planning to take the last of his vacation November 9-13 with Jeff Johnson filling the pulpit.

Due to his wife's health decline, and that his former church which is 5 minutes from his home inquired about his availability, Matthew Frable gave his resignation with a two-week notice. August 27th will be his last day at SOTH. Pastor Jeff has had discussions with Michael Veech who has accompanied the choir the past few months. Michael is willing to lead worship services as a pianist, directing the choir and praise team for the interim. He asked that someone else plan the worship services. This would be an interim contract, dividing up Matthew's responsibilities. Pastor asks for prayers on long-term hiring. Caroline Meyer made a motion to hire Michael on a

contract basis for the interim. Dan Beck seconded the motion. All were in favor. Motion was carried. Pastor will work with Michael to starting the first Sunday in September.

After much discussion around Matthew's leaving, Council agreed to delaying the start of two services until January or until the church reached 80% capacity on Sunday mornings.

Dan Beck shared his property report as attached below.

Sue Terlecki shared her report for Care Ministry and Worship as attached below.

Mike Peterson was absent from the meeting. The Mission report is attached below.

Debbie was not at the meeting however she shared a report:

- 1) Upholstery update – still waiting for installer to receive the shipment. Once received, installation dates will be determined.
- 2) Security cameras around campus - the quotes and maps for cameras around the campus for TIA and the church were received. The total is \$30,420.18 for which TIA is looking into getting a grant to cover their costs. We would like to see the breakdown in camera costs between TIA and the church. Discussion around the need for cameras at the front of the church followed. All agreed a camera by the office door would be helpful. The camera along with a monitor inside would cost \$3,044 installed. We will continue discussion at the next meeting. Debbie would like someone to look into safety grants for the church. Websites are available upon request.
- 3) Human trafficking presentation by the State Attorney General's office, for adults only, will be held at SOTH on 9/21 at 6:30 pm, with dinner being served to TIA parents at 5:30. Childcare will be needed for students. Debbie will get teams together for serving the food and childcare.
- 4) Landscape maintenance quotes – we need Dan & Lloyd to have a conversation with John B before we continue with any other maintenance.
- 5) Workforce Internship Program – the high school was holding an internship fair today which Debbie attended in hopes of finding a Senior student who will have an interest in assisting Pastor Jeff with the Elevate assembly on Thursday mornings. The student would assist with leading songs, games, in planning and coordination and potentially leading some discussion groups.

It was noted that temperatures in the Education building have been left at 68 and 71 degrees two different times the past week after school hours. 74 degrees is lowest they should be set at, and we should probably install new programable thermostats in that building. We ask Debbie if she would remind Lisa of the temperature settings.

New Business:

- 1) Memorial policy will be reviewed at September's meeting. Judy Konop is reviewing with Eileen Doench and Roger Miller, currently. Then Donna, Pastor and Caroline will review with her.
- 2) Need policies needed for the Call Committee, Nominating Committee and we need to resurrect the grievance/complaint policy. Erich has the complaint policy. We will strive to review the new policies in October.
- 3) Prayer Room – Pastor Jeff gave his input on why he'd like to see the office north of his office be turned into a prayer room. After some discussion about what it will take to clear the room, Caroline made a motion to proceed with converting the room to a prayer room. Sue seconded the motion. Pastor would like it cleared out by October 1st. A letter will be sent to Cursillo with the timeline. Majority approved the motion. Motion was carried.
- 4) We found the original Pulpit in storage. We discussed whether we might be able to bring it back to the front of the church. All agreed that we try it out again, otherwise we should get rid of it.

The next Executive Committee meeting will be held on Wednesday, September 20 at 10:00 a.m. in the office conference room. The next regular Council meeting will be held on Tuesday, September 26, 2023 in Rooms 5/6 in the Education Building at 9:00 a.m.

Donna made a motion to adjourn the meeting. Caroline seconded the motion. All were in favor. The meeting was adjourned at 11:15 a.m.

Respectfully submitted,

Donna Hawkinson

Recording Secretary

Approved at Regular Council Meeting on 9/26/2023

Property Report – Dan Beck

Church Repairs

- Repaired the high-pressure flush unit in the center women's toilet in the ED building. I will order a new unit to have on hand in case it breaks again.
- Debbie called *A-Savings Air* for air conditioning repairs for 3 of the air handlers. Unit 1 had a bad fuse and damaged O-rings under 3 of the freon caps, unit 2 they replaced the motor belt drive and replaced a capacitor condenser motor, unit 11 replaced the capacitor condenser motor.
- Lloyd replaced damaged drywall below the 2 air handlers, for the ED building, with cement board because the drywall was water damaged causing hot air to be mixed with the cold air. This was heating up the classrooms instead of cooling them down.
- Lloyd installed door sweep on the back door of the Fellowship Hall and the door stop on the office door.
- The fluorescent light switch, in the youth room, was rewired so the lights are working again.
- The lights in the back of the Fellowship Hall were repositioned because a neighbor complained they were shining in their home at night.
- Arn and Dan ran a water usage test on all the sprinkler system lines. A chart was created with all the results and will be presented at the council meeting. Our water usage results, calculated by the watering schedule Dan was given, are low compared to the actual water usage which means the sprinkler system is being manually overridden to use a lot more water.
- We found more water line breaks, but we ran out of fittings to repair them all so lines 4,5 and 6 are shut off at this time. More fittings were ordered, and they just came in.
- Arn cleaned up the columbarium and put artificial grass in a small area where the plants all died.
- Lloyd is working with Travis and Sons to get a quote to repair the leak in the drainpipe in the overhang roof on the East side of the Sanctuary.
- Repaired the right door going into F.H., The door wouldn't close because the top mechanism was loose.
- Glued the transition strip back down in the F.H.
- I used JB Weld to try to secure the floor outlet back down to the floor in the F.H.
- Arn is working on getting quotes for putting in new irrigation lines and for monthly property maintenance.

CARE MINISTRY & WORSHIP

August 2023 LIFT Council Report

- A group of women organized and sorted church costumes in stored in classroom 4.
- No August LIFT events.
- Regularly scheduled monthly LIFT meeting September 12th, 2023.

Sue,
Here is the report for Stephen Ministry.

We held two meetings in August the first was Supervision on August 1 with no in depth or check in reports but just a general feeling from each minister who have a care receiver how their care giving was going. The highlight though of our meeting was Sue Bye giving a report how she works with people she knows are having some difficulty in their lives with out that person having a Stephen Ministry relationship. It was a wonderful report on how we all as Stephen Ministers can always be looking and trying to help those in need but have not asked for a Stephen Minister. Our second meeting was Continuing Education on August 15 were we are doing a study on Empathy with discussion on a book written Stephen Haugk called "The Gift of Empathy". Empathy is a skill that shows up to help others feel understood and valued. Great book with great discussion by our Stephen Ministers. That is all for this month.

Peace,

Don

No report given from Compassion Ministry
Worship & Music

Susan Terlecka
8/22/23

Shepherd of the Hills
July 2023 Monthly Financial Review

	July Month			July Year to Date		
	Actual	Budget	Difference	Actual	Budget	Difference
INCOME						
Offerings	\$44,779	\$32,050	\$12,729	\$343,712	\$358,350	(\$14,638)
Total Income	\$49,996	\$36,775	\$13,221	\$375,954	\$397,721	(\$21,767)
Missions	\$4,478	\$3,205	(\$1,273)	\$34,247	\$35,835	\$1,588
Operating Income	\$45,518	\$33,570	\$11,948	\$341,707	\$361,886	(\$20,179)
EXPENSE	\$49,845	\$50,374	\$529	\$348,496	\$353,825	\$5,329
Net Income	(\$4,327)	(\$16,804)	\$12,477	(\$6,789)	\$8,061	(\$14,850)

Stress Test 7/31/2023

Current Assets	\$567,940
Minus Current Liabilities	\$345,531
Net	\$222,409

Expense per week \$11,617 Based on 2023 actuals \$11,617
of weeks 19.1

Current

Major Maintenance	\$48,561
5 Project Fund	\$34,196
Fidelity Investment	\$496,665 Approximately 73% Cash (\$362,276)

Notes:

Giving > budget ~\$12,700 Giving < budget ~\$14,600
Mission Benevolence > budget ~\$1,300 Other income > budget ~\$8,800
Loss on investments ~\$15,900

Expenses versus budget:

Outreach (Scholarships) > budget ~\$1,800
Comp/benefits > budget ~\$5,200
Property (maintenance) < budget ~\$15,000

Missions:

- As of July 31, 2023 we have \$35,598.50
 - To date, tithings were \$34,247.35
 - We will need \$28,894 to meet our commitments till the end of December.
- The Mission Team approved a grant request from Friends Feeding Friends (FFF) of \$300 per month from August- December to support Mathew 25. Missions supported FFF from 2011-2016. Mathew supported FFF from 2016-2022 until FFF turned the project over to Mathew 25; but we are still volunteering to help them on Friday nights, but the cost of food and supplies have increased and they need assistance.

Memorials:

Policy & Procedures are being worked on by Judy Konop.

Undesignated dollars: \$1496.14

Designated dollars: \$31,443.15

In the meantime, Carol Bliss and Bill Luzinski were sent letters about their loved ones memorials.

Respectfully, Eileen Doench