

Present: Ben Hogue, Bryan Anderson, Lindsay Hochberg, Andy Weaver. Matt Fuehrmeyer, Mike Wilker, Caitlin Jacobs, Jane Rutherford, Corey Petree, Brandon Hirsch, Molly Higgins, Chari Voss, Suzanne Hazard, Ben Hale.

Joining by phone: Matt Fouse. Julie Hassler

Call to order

Community building

Intro to finances

- Financial roles slideshow
 - We have five checking accounts. Officers are able to sign but it's mainly Suzanne and Roger Moffit
 - Electronic billing fees cost is about 1200 per year
 - The church has three credit cards. For Mike, Ben, and Jane
 - The church makes about ten disbursements per month
 - Benefits system through the ECLA is portico
 - The synod has an online payment system. But almost all things we pay are paper checks.
- November report.
 - You can see the restricted gifts. You can also see the three endowment funds that we have:
 - Lyon fund is a money market account. Had no restrictions. Currently pledged for the construction.
 - ECLA foundation is all socially responsible funds
 - Reformation fund is for people to give in their wills. No gifts have come in for years.
 - Taylor fund is only for missions
 - Undesignated bequests often used to balance the budget.
 - Smaller bequests go into the general fund.
 - Expenditure of special funds depends on the gift.
 - Nick Hufford handles the money for the refugee resettlement. He is the gatekeeper of invoices. That program might be expanding soon. Using our website to sell tickets to the St. Marks concert. *Should they incorporate as their own nonprofit? This is something we should consider in the coming year*
 - Karen Carlson handles food pantry
 - Sharon handles the choir checking account. They use it for things like tours.
 - Every pledge for the anniversary campaign is split according to the same percentage. The tithe is split between Southeast Ministry, Metro DC Synod's New Connections campaign, and Lutheran Social Services (including their refugee resettlement ministry).
 - We will get one of these reports every month before the meeting via email.
 - We do not follow regularly accepted accounting principles. We do not recognize special gifts as income in the year that we receive them because what's important is when they

are obligated. They'll show up as liabilities. This makes it easier to track. Basically, they don't show up when they're received but when they're spent. This also means that receipts should always match disbursements for special gifts

Council roles and job descriptions

- Committees have been a larger focus for the year
- *Send Lindsay cell phone numbers. They are helpful.*
- Schedule. This is tentative but you will be informed.
- Note the Emmaus meeting will be 3/30 (the Saturday)
- Congregational meeting March 3. Mainly to report financial report. Each committee will host a table with treats to encourage people to learn more about what's happening.
- February and March will be busy for the council. October and November may be busy as well, to approve the new budget and nominate the new council.
- The annual meeting has been the third Sunday of November the past few years
- Constitution and bylaws. You should definitely read it. Or 12.4.a
- 12.4.b ensuring that new members feel welcome and want to join and come back
- Committee responsibility slides
- Engagement and communications have new names.
 - We appoint council liaisons every year. In general this means keep in touch with your committees
- Committee Assignments
 - *Chari Voss to fellowship and caring*
 - *Bryan to service and justice*
 - *Corey to engagement and communication*
 - *Brandon to stewardship property and finance*
 - *Caitlin to worship music and the arts*
 - *Lindsay and Ben Hale to spiritual growth*
- *Lindsay will send out committee chair and staff lists*
- Ad hoc committees don't have liaisons. We do have a construction committee and mutual ministry committee to help foster relationships between the pastors and congregation
- There is a call for an audit committee in the constitution. Kim Benoit, Bonnie Franklin, and Erica Stern were the committee last year. Falls in the finance committee cluster. Right now, we only do internal audits. Have discussed an external in the past since it's recommended but not required. It could be every two or three years and would cost about \$10,000 per year. Andy suggested a financial review which might be akin to an audit light. *As we prepare for the 2020 budget we should consider if we want to do an external audit.*

Anniversary campaign update

- Campaign and construction history
 - In 2014 we started the process of looking at the roof and wanting a full building assessment.
 - We fixed leaks a number of years ago and redid the flat roofs. All our roofing except the sanctuary is new within three years. That was patched for pinprick leaks

- We contracted with two organizations. Kairos and associates that helped with the feasibility of the fundraising. The other (MTFA) was to think about what needed to be done and what the vision for construction was.
- Kairos they did a mission assessment with us. An online survey that 80% of the congregation replied to. Plus follow up interviews. That was 2015.
- Also did a listening report in 2016. Some people in the congregation wanted more communicated.
- MTFA made a vision plan for the building which we needed to craft done because it could have taken 20 years to finish
- The goal was 900,000 in 2016. And asked the architects to put together a plan for 800,000 prioritizing critical repairs. Then to upgrade the sanctuary for lighting and the ceiling beautification and better accessibility and making it more inviting from the sidewalk
- Project adds were included Incase we had more money for the kitchen and the choir room but we didn't make it.
- Anniversary campaign committee was created.
- In the listening they heard that some people were more interested in congregation growth than the building so that was included in the campaign. the council wanted to give to key partners as well. Se ministry was doing their own renovation and refugee resettlement was taking off and the synod new connections requested money.
- Anniversary of the reformation and anniversary of the congregation bookended the start and end of the campaign
- Allowed us to call Ben and hire Jenna.
- We've now started the renovations.
- Update. See "Construction Committee Update".
- Bruno Clay is our general contractor
- *What are some ways we can communicate our progress with the congregation?*
- The contractor is taking responsibility for the broken organ pipe. Working with the organ specialist.

Announcements

- January 27-- joint luncheon with Hill Havurah
- February 3-- Souper bowl
 - If we know people with tickets or goods or services Chari will be coordinating.
- February 10-- new members lunch

Closing prayer