

Voters Meeting Agenda – May 19, 2013

- I. Call Meeting to Order**
- II. Open With A Prayer**
- III. Approve Minutes of Previous Meeting**
- IV. Treasurer’s Report**
- V. Reports of Boards**
 - A. Elders
 - B. Sunday School and Youth
 - C. Evangelism
 - D. Parish Fellowship
 - E. Social Ministry
 - F. School Board
 - G. Trustees
 - H. Stewardship
 - I. Finance
- VI. Pastor Reports**
- VII. Committee Reports**
 - A. Memorial and Bequest Committee
 - B. Fall Fair Committee
 - C. 150th Anniversary
 - D. Landscape
- VIII. New Business**
 - Church Board Update & Orientation
 - M & B 2012 Earnings Distribution
 - Next Voter’s Meeting
 - September 15, 2013
- IX. Motion to Adjourn**
- X. Close With Lord’s Prayer**

	Chairman: Ken Maurer Secretary: Bob Glisch Treasurer: Linda Ketterhagen
	Elders: Craig Campbell Glen Collins Jim Haas Robert Hassey * Kace Kaiser David Moyer Robert Scott Randy Smith
B O A R D S	S.S. and Youth Marie Barnhart * Bob Glisch Sherri Glisch
	Evangelism Jean Abramowski * Jack Alloy Lori Bischoff Linda Noll
&	Parish Fellowship Brook Baumeister Cindy Britnall Kathy Grant * Scott Jung Julie Moyer Amanda Scott Tammy Scott Stephanie Smith
C O M M I T T E E S	Finance Jim Anderson * Bernd Kampe Sharon Jardas
	School Board Open Position * James Bakke LuAnn Himebauch Linda Noll Paula Welch
	Parish Nurse Tammy Peterson
	Social Ministry Josh Czuta Mary Grishaber Debbie Jutrzonka Kim Quandt Amy West * James Zuehlke
	Stewardship * Dan Jahn Pat Jahn Sue Lindbloom
	Trustees Randy Burns Joe Jardas * Terry Jacobs Richard Noll * George Slattery
	<u>Committees:</u> Memorial & Bequest Robert Hassey Fall Fair LuAnn Himebauch & Sue Lindbloom July 4 th Float Dan Jahn & Scott Jung 150 th Anniversary Landscape Kathe Oelkers
	* Denotes Board Chairman

Meeting Date: May 19, 2013
St. Peter's Voters Meeting

Meeting was called to Order
Pastor Bischoff opened with a prayer

Review Minutes of Previous Meeting

The minutes were presented following the last meeting, there were no revisions.

Motion to Accept as Presented: Linda Knoll

Seconded by: Wogaman

And Passed

Treasurer's Report (attached)

Line Item	(18) Receipts +/-	(46) Building Expense	(33) Personnel Expenses	(68) Total Admin.	(74) +/- Receipts	Check Book Balance
Current Month	\$ -4,385					
Y.T.D.	\$ 2,840	\$ -7,753	\$ -1,480	\$ -1,672	\$ 20,742	\$ 27,244

Motion to Accept: Amborn

Seconded by: Chris Kampe

And Passed

Reports of Boards

Elders

The board has tried to reach out to four members and have been unable to reach them; they are presented for removal. A motion is made to remove these individuals by Hassey, seconded by Thompson, and passed. The ladies Bible Study group has submitted a list of suggestions on how to make our Church friendlier; the Elders are taking these in to consideration. Q: How is our attendance tracking: Attendance is trending down consistent with the last three to four years?

Sunday School and Youth

Sunday School year ended last week with our annual recognition Sunday. VBS is set for July 22 through July 26th. If you would like to help, you can contact Joan Schelleihn. The list of Sunday School Mission work represents 20 years of donations from our students, \$38,954. Thank you to our staff of dedicated teachers for another excellent year.

Evangelism

No report

Parish Fellowship

The Church picnic is being planned for June 30th. More information to follow.

Finance

We have \$28,000 set aside for capital improvements. These will be needed for the heating/air conditioning units, approx. \$24,000. There will be \$4,000 left for other items in need.

School Board

17 students are enrolled for the summer program, 16 for the fall session. The school has actually paid the Church an additional \$4,500 extra versus what is budgeted in our 2013 budget as income. The school is also going to replace the East entrance doors, now estimated to cost \$11,000.

Social Ministry

No report

Stewardship

No report

Trustees

The landscaping project is complete. The Fall Fair committee has volunteered to fund having the South entrance doors replaced at the same time as the East doors. The rooftop air units will be replaced sometime in June. The summer maintenance has begun, grass cutting etc. The board is looking for anyone who would like to volunteer for some of the summer cleanup work. Q: Is staining and re-varnishing the inside of the Church on the to do list: No, it will be added with a request for volunteers to assist with this.

A motion to approve all board reports as presented was made by Kaiser, seconded by Chris Kampe, and passed

Pastor Bischoff's Report

No report

Pastor Conradt's Report

Last voters meeting the question was asked if we could revisit the practice of a children's sermon, next year as part of Sunday School, each Sunday will begin with the students gathering in the Church for a message, similar to a children's sermon.

Committee Reports**Landscape Committee**

- Volunteers are needed for watering throughout the summer, it takes one hour per day

Memorial and Bequest Committee

- Report is reviewed
- The distribution for the 2012 interest is present. A motion to accept the distribution as presented is made by Duane Harma , seconded by Linda Knoll, and passed

Fall Fair Committee

- The committee will be paying for a new computer for Joan along with some filing cabinets. They will also be paying for the doors to be replaced on the South entrance. The committee is also going to pay to have the Jesus statue repaired that is currently in the basement (from our old church). Fall Fair is October 19th.

150th Anniversary Committee

- The committee is working on organizing events all year long for 2014. We are going to invite our former Vicar's back to preach a Sunday during the year. There will be some fundraisers to support this celebration. The plan is to have a special Sunday in September where there will be a special service followed by a dinner. Q: Do we have the time capsule that was removed from the old Church? This will be looked in to.

Old Business

None

New Business

- The slate of candidates for the 2013-2015 Church Boards is presented. A motion to accept these nominations is made by Pastor Bischoff, seconded by Pastor Conradt, and passed. There will be an orientation meeting for all officers and board members on June 10th, 7:00 pm

Meeting Close – Next Meeting is September 15, 2013

Motion by: Randy Smith

Seconded by: Sharon Jardas

And Passed

Meeting closes with the Lord's Prayer

	A	B	C	D	E	F	G
1	St. Peter's Lutheran Church						
2	As of April 30, 2013						
3							
4		2013 Budget		Jan-April 2013	Jan-April 2013	Over/(Under)	
5				Budget	Actual	Budget	
6							
7	Receipts	335,000		111,667	114,506.52	2,839.52	
8	Preschool Contribution	12,000		4,000	7,000.00	3,000.00	
9	Total Receipts	347,000		115,667	121,506.52	5,839.52	
10							
11							
33	Personnel Total	260,119		82,906	81,426.41	(1,479.59)	
34							
35	BUILDING MANAGEMENT						
36	Utilities: Natural Gas/Heat	8,500		8,160	5,973.91	(2,186.09)	
37	Electric	18,500		6,268	4,979.57	(1,288.43)	
38	Water/Sewer	1,000		333	392.92	59.92	
39	Waste Disposal	1,700		567	841.67	274.67	
40	Telephone	1,500		500	502.14	2.14	
41	Total Utilities	31,200		16,828	12,690	-3,138	
42	Repair/Upkeep	12,000		4,000	1,734.59	(2,265.41)	
43	Building and Liability Insurance	7,100		500	0.00	(500.00)	
44	Capital Improvements	7,000		1,750	0.00	(1,750.00)	
45	Miscellaneous	300		100	0.00	(100.00)	
46	Building Totals	67,600		22,178	14,426	-7,753	
47							
48	ADMINISTRATION						
49	Portals of prayer	400		133	76.00	(57.00)	
50	Children's Bulletins	50		17	15.00	(2.00)	
51	Office Supplies	3,500		1,167	1,622.91	455.91	
52	Church Operating Supplies	3,000		1,000	1,140.83	140.83	
53	Office Equipment and Repairs	5,000		1,667	1,464.14	(202.86)	
54	Financial Supplies (Envelopes)	1,300		0	112.82	112.82	
55	Car Allowance	7,200		2,400	2,525.00	125.00	
56	Music: Senior Choir	100		33	0.00	(33.00)	
57	Organist	100		33	0.00	(33.00)	
58	Bd of Elders	225		75	74.75	(0.25)	
59	Bd of Sunday School	4,400		1,500	0.00	(1,500.00)	
60	Bd Stewardship	300		0	0.00	0.00	
61	Bd Evangelism	300		100	0.00	(100.00)	
62	Bd Social Ministry	425		142	46.00	(96.00)	
63	Parish Fellowship Bd	400		133	0.00	(133.00)	
64	Pastor Conference	1,500		500	549.44	49.44	
65	Synod/District Assessments	2,000		2,000	1,697.50	(402.50)	
66	Advertising	350		117	365.04	248.04	
67	Miscellaneous	731		244	0.00	(244.00)	
68	Administrative Total	31,281		11,261	9,589	-1,672	
69							
70	Home Operating Total	339,000		116,345	105,441	(10,904.36)	
71	Missions:	8,000		2,667	2,668.00	1.00	
72	TOTAL BUDGET	\$ 347,000		\$ 119,012	\$ 108,109	(10,903.36)	
73							
74	Excess/(Deficits) Receipts	\$ -		-7,345	13,398	20,742.88	
75							
76	Cash:			Comparison of Givings:			
77	Cash as 1-1-13	13,000					
78	YTD Receipts	114,507		01/01 to 4/30/12	18 Sundays	122,832.05	
79	Preschool contribution	7,000					
80	TYD Disbursements	(108,109)		1/01 to 4/30/13	17 Sundays	114,506.52	
81	Subtotal	26,398		Net Short fall		(8,325.53)	
82	Pass-thru receipts	18,653					
83	Pass-Thru Disbursements	(17,807)					
84	Total Cash as of 4/30/12	27,244					
85							
86							
87							
88							
89							
90							
91							
92							

**2013 - 2014
CHURCH BOARDS**

BOARDS	NAME
CHAIRMAN:	Ken Maurer
SECRETARY:	Robert Glisch
TREASURER:	Linda Ketterhagen
ELDERS:	
	Craig Campbell
	Glen Collins
	Robert Hassey
	Ray Morby
	Dave Moyer
	Jeff Schmitttinger
	Robert Scott
	Randy Smith
S.S / YOUTH:	
	*
	Tammy Badzinski
	Sharon Jardas
EVANGELISM:	
	Michael Schneider *
	Jean Abramowski
	Lori Bischoff
	Debbie Jutrzonka
	Julie Moyer
	Tammy Scott
	Amy West
PARISH FELLOWSHIP:	
	Casey Dietz
	Cathy Grant
	Debbie Jung
	Scott Jung *
	Terri Jung
	Diane Mehring

BOARDS	NAME
FINANCE:	
	Gil Amborn
	Sharon Jardas
	Carl Thompson *
	Karen Lauf
SCHOOL BOARD:	
	*
	Dawn Grundman
	LuAnne Himebauch
	Ginny Morby
	Linda Noll
	Paula Welch
SOCIAL MINISTRY:	
	Larry O'Neil *
	Margo Grishaber
	Debbie Maurer
	Emily Mayer
	Ester Racer
	Stephanie Smith
STEWARDSHIP:	
	Barbara Emerson
	Dan Jahn *
	Pat Jahn
TRUSTEES:	
	Terry Jacobs *
	Dan Jahn
	Joe Jardas
	Richard Noll
	George Slattery

* Denotes Board Chairman

ST. PETERS LUTHERAN CHURCH
 WATERFORD, WISCONSIN
 Memorial & Bequest fund earnings

05/19/13

Earnings from 2012

Interest	\$10,508.00
Dividends	\$1,952.00
Total	<u>\$12,460.00</u>

Distribution recommended by the M&B Committee and the Church Council

St. Peters Emergency Fund	\$5,000.00
Corpus of the M&B Fund	\$1,246.00
Lutheran Missions & Attic Workshop	\$250.00
Lutheran Counseling & family services	\$250.00
LCMS World relief	\$250.00
Bethesda Lutheran Home	\$250.00
St. Peters Capitol Repair fund	\$5,214.00
	<u>\$12,460.00</u>

Respectfully Submitted

Robert Hassey, Chairman-Memorial Bequest Committee

DESIGNATED FUNDS ACTIVITY 12/31/12 - 5/10/13

Undecided

Balance - 12/31/12	\$ 2,055.95
Transfer to Capital Repair per Council	\$ (1,655.95)
Correction to Yard / Grounds Fund	\$ (400.00)
Balance - 5/10/13	\$ -

Seminary Scholarship

Balance - 12/31/12	\$ 11,268.86
Activity	\$ -
Balance - 5/10/13	\$ 11,268.86

Capital Repair

Balance - 12/31/12	\$ 5,151.11
Church Contributions	\$ 21,054.88
Transfer from Undecided / Council	\$ 1,655.95
Balance 5/10/13	\$ 27,861.94

Yard, etc. \$ 400.00

Total Designated Funds \$ 39,530.80

Emergency Relief 12/31/12 - 5/10/2013

Balance - 12/31/12	\$ 19,000.00
2012 Interest	\$ 5,000.00
Transfer to Corpus	\$ (4,000.00)

Total Emergency Relief Fund \$ 20,000.00

MEMORIAL AND BEQUEST FUND 05/10/13

<u>Balance on Hand 12/31/12</u>		\$ 684,547.83
<u>Receipts</u>		
Interest	\$ 3,092.27	
Dividends - UPS Stock	\$ 535.97	
Memorials	\$ -	
Capital Improve. - Contributions	\$ 19,449.88	
Total		\$ 23,078.12
<u>Disbursements</u>		\$ -
<u>UPS Stock Value</u>		\$ 12,652.50
Balance on Hand 05/10/13		\$ 720,278.45
Note: Designated Fund Balance		\$ (39,530.80)
ER Fund Balance		\$ (20,000.00)
Fund Corpus		\$ 660,747.65

INVESTMENTS

Citizen's Bank - CD	\$ 56,056.80
Equitable Bank- CD1	\$ 97,459.66
Equitable Bank - CD2	\$ 87,863.23
Lutheran Church Extension Fund	\$ 182,898.68
BMO Harris - Select CD *	\$ 78,426.84
BMO Harris - Money Market	\$ 87,620.24
Marine Bank (CIBM) - CD	\$ 53,026.53
UPS Stock as of 5/10 (870.8 sh. @ \$88.34)	\$ 76,926.47
Total	\$ 720,278.45

* Reported value is the guaranteed value as of 5/10/2013

St. Peter's Rainbow Preschool (est. 1991)

Report for Voter's Meeting 05/19/2013

Current Enrollment for the 2012/2013 school year (30 total):

- 2 year old program : 3 total
- K-3 : 12 total
 - 5 – preschool only
 - 7 – full time
- K-4 : 15 total
 - 4 – preschool only
 - 7 – full time
 - 4 – 4K kindergarten program

Current Enrollment for 2013 Summer Program:

- 14 enrolled to date

Current Enrollment for the 2013/2014 school year:

- 13 enrolled to date

Current Staff:

- Kimberly Trieglaff – Director and lead teacher for 2 and 3 year old room
- Sarah Zellmer – lead teacher for 4 year old room
- Aubrey Lukas – after care hours and summer program
- Noel Ambrose – after care hours

Financial Summary:

- Please refer to the St. Peter's Lutheran School Budget (cash basis) for 2013.

Current Preschool Structure:

- We are currently state licensed to care for 2 to 12 year old children with hours from 6 a.m. to 6 p.m.
- The K-4 program is taught by a licensed teacher

	A	B	D	E	F
1	Rainbow Preschool				
2	presentation May Voters Meeting				
3	Jan 2013 through April 2013				
4	compared to 2013 budget				
5		12 months	4 months	4 months	actual
6		January 2013	January 2013	January 2013	variance
7		To December 2013	Thru April 2013	Thru April 2013	to
8		Budget	Budget	Actual	budget
9	Income				
10	Church Contribution				
11	Memorial and Bequest Fund				
12	Income from collections			\$143.50	\$143.50
13	Donations	\$1,000.00	\$333.34	\$111.00	-\$222.34
14	Fund Raisers/Fun Fair			\$22.26	\$22.26
15	Interest from Savings	\$25.00	\$8.36	\$15.94	\$7.58
16	late fees/misc income	\$100.00	\$33.34		-\$33.34
17	registration fees	\$2,000.00	\$240.00	\$315.00	\$75.00
18	Summer School – 11 weeks	\$20,000.00			
19	Tuition – Preschool – 41 weeks	\$109,660.00	\$47,600.00	\$48,778.29	\$1,178.29
20	Total Income	\$132,785.00	\$48,215.04	\$49,385.99	\$1,170.95
21					
22	Expenses				
23	St Peter's Church	\$12,000.00	\$4,000.00	\$8,500.00	\$4,500.00
24	Replace East church door	\$5,000.00			
25	Collections Expense			\$35.88	\$35.88
26	Hot Lunch/Snack Expense	\$5,365.00	\$1,788.00	\$1,383.84	-\$404.16
27	Field Trips Expense	\$250.00	\$83.40		-\$83.40
28	Advertising	\$2,000.00	\$650.00	\$645.37	-\$4.63
29	Curriculum	\$500.00			
30	Dues and Subscriptions	\$150.00	\$150.00	\$192.00	\$42.00
31	Fun Fair /Fund Raiser	\$450.00	\$450.00	\$218.79	-\$231.21
32	Licenses and Permits	\$1,000.00	\$790.00	\$100.00	-\$690.00
33	Workers Compensation	\$1,800.00			
34	Operating Supplies & Equipment	\$500.00	\$1,169.34	\$197.48	-\$971.86
35	Payroll Processing	\$660.00	\$220.00	\$201.00	-\$19.00
36	Postage and Delivery	\$100.00	\$33.30	\$3.24	-\$30.06
37	Wages, FICA, and Benefits	\$100,883.50	\$34,217.00	\$27,598.09	-\$6,618.91
38	Telephone	\$660.00	\$220.00	\$209.55	-\$10.45
39					
40					
41	Total Expenses	\$131,318.50	\$43,771.04	\$39,285.24	-\$4,485.80
42					
43	Net Income (Loss)	\$1,466.50	\$4,444.00	\$10,100.75	\$5,656.75
44					
45	East Door Actual Cost will be cloer to \$11000, money received from dissolved boosters in 2012 to cover				

Sunday School Mission Work from 1992-2013

Reaching Out to the World

Heifer International	\$	852
Tsunami Relief	\$	500
Lamp	\$	3,000
Compassion International	\$	576
LCMS World Missions	\$	3,750
Mission Friends	\$	500
Beijing	\$	250
Liberia	\$	250
LWML	\$	200
LWML Mite Boxes	\$	116
LWML School Kits	\$	259
LCMS Urban Ministry	\$	500
Singapore Mission Reverend Chryst Family	\$	500
SWD Dominican Republic Ministry	\$	500

Support for Other Churches

Lamb of God	\$	500
Mission of Christ	\$	250
Living Word	\$	1,500
Jehovah El Buen Pastor	\$	750
Primera Eglasia	\$	750
SWD Hmong Ministry	\$	250
SWD Chaplincy	\$	1,000

Support for Those with Special Needs

Lutheran Special Education Ministry	\$	500
SWD Deaf Ministry	\$	1,000
SWD Blind Ministry	\$	500
Bethesda	\$	4,750

Furthering His Kingdom through Education

Vicars	\$	8,000
Seminary Gift Cards for Students	\$	500
St. Peter's Pre-School and School	\$	1,500
Member at Seminary	\$	1,000
Military Bible Sticks	\$	500

Aid for Those in Need

Members	\$	950
Sept. 11th	\$	251
LCMS Turkey Donation-Local Thanksgiving	\$	250
Food for family in need	\$	500
Love Inc.	\$	1,000
Place of Refuge	\$	1,000

Total Mission Work Supported by Student Offerings->

\$ 38,954
