

Voter's Meeting Agenda – September 15, 2013

I. Call Meeting to Order

II. Open With A Prayer

III. Approve Previous Meeting Minutes

IV. Treasurer's Report

V. Reports of Boards

- A. Elders
- B. Sunday School and Youth
- C. Evangelism
- D. Parish Fellowship
- E. Finance
- F. School Board
- G. Social Ministry
- H. Stewardship
- I. Trustees

VI. Pastor Reports

VII. New Business

- 2014 Budget
- Next Council Meeting – Monday, October 14
- Next Voter's Meeting – Sunday, November 10
 - Time TBD

VIII. Motion to Adjourn

IX. Close with Lord's Prayer

	Chairman: Ken Maurer Secretary: Bob Glisch Treasurer: Linda Ketterhagen
B O A R D S & C O M M I T T E E S	<p>Elders: Craig Campbell * Glen Collins Robert Hassey Ray Morby * David Moyer Jeff Schmittinger Robert Scott Randy Smith</p> <p>S.S. and Youth Tammy Badzinski * Justin Gaudes Sharon Jardas</p> <p>Evangelism * Michael Schneider Jean Abramowski Lori Bischoff Debbie Jutrzonka Julie Moyer Tammy Scott Amy West</p> <p>Parish Fellowship Casey Dietz Kathy Grant Debbie Jung * Scott Jung Terri Jung Diane Mehring</p> <p>Finance Gil Amborn Sharon Jardas * Carl Thompson Karen Lauf</p> <p>School Board * Bill Lauf Dawn Grundman LuAnn Himebauch Ginny Morby Linda Noll Paula Welch</p> <p>Parish Nurse Tammy Peterson</p> <p>Social Ministry Margo Grishaber Debi Maurer Emily Mayer * Larry O'Neil Ester Racer Stephanie Smith</p> <p>Stewardship * Dan Jahn Barbara Emerson Pat Jahn</p> <p>Trustees Dan Jahn Joe Jardas * Terry Jacobs Richard Noll George Slattery</p>
	<p><u>Committees:</u> Memorial & Bequest Robert Hassey Fall Fair LuAnn Himebauch Sue Lindbloom July 4th Float Dan Jahn Scott Jung HR Salary & Benefits – Council Reps</p>
	* Denotes Board Chairman

Voters Meeting Date: Sunday September 15, 2013

Meeting was called to Order

Pastor 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: Harma

Seconded by: Hassey

And Passed

Treasurer's Report (attached)

Line Item	(18) Receipts +/-	(36) Building Expense	(50) Personnel Expenses	(78) Total Admin.	(87) +/- Receipts	Check Book Balance
Current Month	\$ -5,135				\$	(adjusted)
Y.T.D.	\$ -5,447	\$ -4,868	\$ -3,407	\$ -5,099	\$ 18,704	\$ 29,416

The checkbook balance is adjusted for a receivable expected from the Memorial and Bequest for the furnace down payment in the amount of \$11,300.

Motion to Accept: P. Jahn

Seconded by: B. Kampe

And Passed

Reports of Boards

Elders

Introduction of the new board of elders

Sunday School and Youth

No report, new chairman is now in place, Justin Gaudes

Evangelism

The board is going to support the Singapore Mission and will keep the congregation informed.

Parish Fellowship

The board is coordinating the photo sessions for the upcoming book. You can submit your own picture if you can't get in for a sitting, this would need to be in by the end of September.

Finance

The board is beginning to prepare for the 2014 budget. They are asking that all boards submit their requests by early October

School Board

Jeff Lauf is the new board chairman. Enrollment statistics are included in the attached reports. The board has decided to grant a 20% price break for any member children enrolled in our preschool. The board paid for the replacement of the east entrance doors, originally expected to cost \$5,000, actual was \$11,000.

Social Ministry

The board is looking to relocate the physical aid equipment to a more convenient location (by the east doors). They are going to send out birthday cards to the shut in's. There will

be a bake sale next Sunday to raise funds for future programs. The board is also working on putting together an informal program to provide rides to members unable to get to church on their own.

Stewardship

All positions are filled but there is always room for anyone who would still want to be on a board.

Trustees

The board would like to thank the congregation for funding all of the projects that they have been able to accomplish. The board also thanks the landscaping committee for all of their hard work. The south and east door replacements are nearing completion; wiring will be completed this week on the handicap door (east door). The doors still need to be painted and the security access put back on the east door. The air conditioning and heating units have been replaced and are functioning. We will need volunteers again this year for snow removal, shoveling around the building. The birch tree will be removed this fall from the courtyard; it is creating problems on the roof and gutters in the corner. The landscape committee will continue to manage the plantings in the courtyard.

A motion to approve all board reports as presented was made by Moyer, seconded by S Lindbloom, and passed

Pastor Bischoff's Report

No report

Pastor Conradt's Report

Sunday School opens every Sunday with a gathering in the Sanctuary. There is a lesson and then they are learning a song. The students will sing in Church one Sunday each month. The 20% discount for preschool was put in place to accomplish 2 things, get more member children enrolled and encourage non-members to consider joining St. Peter's. The youth group will be attending a retreat in McHenry Illinois. We are continuing to look at adding the Matins liturgy, possibly in a Wednesday morning service, more to follow on this.

Committee Reports

Memorial and Bequest Committee

- Review of the updated report

Memorial (list) Committee

Public Relations Committee

New Cemetery Committee

Fall Fair Committee

- Volunteers are needed for the upcoming Fall Fair. Fall Fair has paid for the replacement of the south entrance doors.

Finance/Counters Committee

150th Anniversary Committee

- September 14th, 2014 will be the day of our 150th anniversary celebration. There will be a special service followed by a dinner. We are welcoming back former Vicar's to preach throughout the year. Please participate in the fund raiser that will be held to support the celebration. The voters are polled as to what should be done with the Jesus statute that was retained from the old church. If the statute is repaired, we will need to find a place for display. The \$2,600 for the repairs will be covered by Fall Fair. A motion is made to restore the statute by Hassey, seconded by Neumueller, and passed.

Old Business

New Business

- Budget preparation for 2014 is underway. If anyone has any input, please forward that to the Finance committee.
- We will need to look at moving the voters meeting that would be held next year on September 14, 2014 as this will conflict with the 150th anniversary celebration.

Meeting Close

Motion by: Harma

Seconded by: Hassey

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 August 31, 2013						
3							
4		2013		Jan-Aug 2013	Jan-Aug 2013	Over/(Under)	
5				Budget	Actual	Budget	
6	Receipts	335,000		223,333	217,887	(5,446.43)	
7	Preschool Contribution	12,000		8,000	14,000	6,000.00	
8	Receipts	347,000		231,333	231,887	554	
9							
10							
32	Personnel Total	250,119		165,813	162,405.26	(3,407.74)	
33							
34	BUILDING MANAGEMENT						
35	Utilities: Natural Gas/Heat	8,500		7,455	7,027.44	(427.56)	
36	Electric	18,500		12,436	10,285.87	(2,150.13)	
37	Water/Sewer	1,000		667	596.00	(71.00)	
38	Waste Disposal	1,700		1,133	1,687.08	554.08	
39	Telephone	1,500		1,000	1,011.47	11.47	
40	Total Utilities	31,200		22,691	20,608	-2,083	
41	Repair/Upkeep	12,000		8,000	4,914.87	(3,085.13)	
42	Building and Liability Insurance	7,100		500	500.00	0.00	
43	Capital Improvements	7,000		3,500	4,000.00	500.00	
44	Miscellaneous	300		200	0.00	(200.00)	
45	Building Totals	57,600		34,891	30,023	-4,868	
46							
47	ADMINISTRATION						
48	Portals of prayer	400		267	228.00	(39.00)	
49	Children's Bulletins	50		33	15.00	(18.00)	
50	Office Supplies	3,500		2,333	2,213.67	(119.33)	
51	Church Operating Supplies	3,000		2,000	1,983.20	(16.80)	
52	Office Equipment and Repairs	5,000		3,333	2,803.15	(529.85)	
53	Financial Supplies (Envelopes)	1,300		0	112.82	112.82	
54	Car Allowance	7,200		4,800	4,925.00	125.00	
55	Music: Senior Choir	100		67	0.00	(67.00)	
56	Organist	100		67	0.00	(67.00)	
57	Bd of Elders	225		150	111.81	(38.19)	
58	Bd of Sunday School	4,400		3,000	0.00	(3,000.00)	
59	Bd Stewardship	300		0	0.00	0.00	
60	Bd Evangelism	300		200	0.00	(200.00)	
61	Bd Social Ministry	425		283	92.00	(191.00)	
62	Parish Fellowship Bd	400		267	293.98	26.98	
63	Pastor Conference	1,500		1,000	549.44	(450.56)	
64	Synod/District Assessments	2,000		2,000	1,597.50	(402.50)	
65	Advertising	350		223	365.04	142.04	
66	Miscellaneous	731		487	128.38	(358.62)	
67	Administrative Total	31,281		20,510	15,419	-5,091	
68							
69	Home Operating Total	339,000		221,214	207,847	(13,367.00)	
70	Missions:	8,000		5,333	5,336.00	3.00	
71	TOTAL BUDGET	\$ 347,000		\$ 226,547	\$ 213,183	(13,364.00)	
72							
73	Excess/(Deficits) Receipts	\$ -		4,786	18,704	13,917.57	
74							
75	Cash:						
76	Cash as 1-1-13	13,000		Comparison of Givings:			
77	YTD Receipts	231,887		01/01 to 8/31/13	34 Sundays	217,886.57	
78	Loan from Memorial & Bequest						
79	TYD Disbursements	(213,183)		1/01 to 8/31/12	35 Sundays	215,530.82	
80	Subtotal	31,704		Net Overage (Short fall)		2,355.75	
81	Pass-thru receipts	34,512					
82	Pass-Thru Disbursements	(48,099)					
83	Total Cash as of 8-31-13	18,116					
84							
85	Furnace money due from			Maintenance/Roof Savings Account			
86	M & B	11,300		Balance @ 8/31/13		4,000.02	
87							
88	Adjusted checkbook balance	29,416					
89							
90							
91							

St Peter's Rainbow Preschool (est 1991)

Report for voter's Meeting 09/15/2013

Current Enrollment for the 2013/2014 school year (28 total)

2 year year old program: 6 total

K-3 : 7 total

6 – preschool only

1 – full time

k-4 : 15 total

9 – preschool only

6 – full time

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. And are enrolled in the State Youngstar program with a 3 star rating.

The k-4 is taught by a licensed teacher.

	A	B	D	E	F
1	Rainbow Preschool				
2	presentation Sept Voters Meeting				
3	Jan 2013 through August 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 August 2013	Thru August 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	\$666.68	\$198.00	-\$468.68
14	Fund Raisers/Fun Fair			\$47.56	\$47.56
15	Interest from Savings	\$25.00	\$16.68	\$32.15	\$15.47
16	late fees/misc income	\$100.00	\$66.68		-\$66.68
17	registration fees	\$2,000.00	\$1,680.00	\$695.00	-\$985.00
18	Summer School – 11 weeks	\$20,000.00	\$20,000.00	\$14,215.00	-\$5,785.00
19	Tuition – Preschool – 41 weeks	\$109,660.00	\$61,960.00	\$64,233.60	\$2,273.60
20	Total Income	\$132,785.00	\$84,390.04	\$79,564.81	-\$4,825.23
21					
22	Expenses				
23	St Peter's Church	\$12,000.00	\$8,000.00	\$8,500.00	\$500.00
24	Replace East church door	\$5,000.00	\$5,000.00	\$11,000.00	\$6,000.00
25	Collections Expense			\$35.88	\$35.88
26	Hot Lunch/Snack Expense	\$5,365.00	\$1,783.84	\$3,576.00	\$1,792.16
27	Field Trips Expense	\$250.00	\$166.60	\$65.00	-\$101.60
28	Advertising	\$2,000.00	\$1,250.00	\$849.97	-\$400.03
29	Curriculum	\$500.00	\$500.00	\$165.28	-\$334.72
30	Dues and Subscriptions	\$150.00	\$150.00	\$242.00	\$92.00
31	Fun Fair /Fund Raiser	\$450.00	\$450.00	\$218.79	-\$231.21
32	Licenses and Permits	\$1,625.00	\$910.00	\$100.00	-\$810.00
33	Workers Compensation	\$1,800.00			
34	Operating Supplies & Equipment	\$3,500.00	\$2,338.66	\$197.48	-\$2,141.18
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	\$102,643.50	\$34,217.00	\$27,598.09	-\$6,618.91
38	Telephone	\$660.00	\$220.00	\$209.55	-\$10.45
39					
40					
41	Total Expenses	\$136,703.50	\$55,239.40	\$52,962.28	-\$2,277.12
42					
43	Net Income (Loss)	-\$3,918.50	\$29,150.64	\$26,602.53	-\$2,548.11
44					
45	\$12000 from Dissolution of Boosters received in 2012 with the condition to pay for the East door in 2013				

MEMORIAL AND BEQUEST FUND 09/10/13

<u>Balance on Hand 12/31/12</u>		\$ 684,547.83
<u>Receipts</u>		
Interest	\$ 4,732.69	
Dividends - UPS Stock	\$ 1,101.00	
Memorials	\$ -	
Capital Improve. (church contributions)	\$ 19,449.88	
Total		\$ 25,283.57
<u>Disbursements</u>		
Lutheran Missions & Attic Workshop	\$ 250.00	
Lutheran Counseling & Family Services	\$ 250.00	
LCMS World Relief	\$ 250.00	
Bethesda Lutheran Home	\$ 250.00	
St. Peters (ER Fund - Ok. Tornado)	\$ 1,000.00	
St. Peters (ER Fund -Medical Assistance)	\$ 1,000.00	
Total		\$ (3,000.00)
<u>UPS Stock Value</u>		\$ 12,276.00
Balance on Hand 09/10/13		\$ 719,107.40
Note: Designated Fund Balance		\$ (44,744.80)
ER Fund Balance		\$ (18,000.00)
Fund Corpus		\$ 656,362.60

INVESTMENTS

Citizen's Bank - CD	\$ 56,159.92
Equitable Bank - CD	\$ 87,996.58
Lutheran Church Extension Fund	\$ 183,870.81
BMO Harris - Select CD *	\$ 78,680.68
BMO Harris - Money Market	\$ 182,185.66
Marine Bank (CIBM) - CD	\$ 53,098.75
UPS Stock as of 9/10/13 (877 sh. @ \$87.93)	\$ 77,115.00
Total	\$ 719,107.40

* Reported value is the guaranteed value as of 9/10/2013

DESIGNATED FUNDS ACTIVITY 1/1/13 - 9/10/13

Undecided

Balance - 12/31/12	\$ 2,055.95
Transfer to Capital Repair / Council	\$ (1,655.95)
Correction to Yard & Grounds Fund	\$ (400.00)
Balance - 9/10/13	\$ -

Seminary Scholarship

Balance -12/31/12	\$ 11,268.86
Activity	\$ -
Balance - 9/10/13	\$ 11,268.86

Capital Repair

Balance - 12/31/12	\$ 5,151.11
2012 Interest	\$ 5,214.00
Church Contributions	\$ 21,054.88
Transfer from Undecided / Council	\$ 1,655.95
Balance - 9/10/13	\$ 33,075.94

Yard & Grounds \$ 400.00

Total Designated Funds \$ 44,744.80

EMERGENCY RELIEF FUND ACTIVITY 1/1/13 - 9/10/13

Balance - 12/31/12	\$ 19,000.00
2012 Interest	\$ 5,000.00
Transfer to Corpus	\$ (4,000.00)
Payment to St. Peters (Ok. Tornado)	\$ (1,000.00)
Payment to St. Peters (Medical Assist)	\$ (1,000.00)

Total Emergency Relief Fund \$ 18,000.00