

## Voter's Meeting Agenda – May 18, 2014

### 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

- Committee & Board Organization Review
- HR Committee Meeting – June TBD
- Next Council Meeting – Mon. July 14 7 p.m.
- Next Voter's Meeting – Sunday, September 21
  - Time TBD

### VIII. Motion to Adjourn

### IX. Close with Lord's Prayer

Chairman: Ken Maurer  
Secretary: Bob Glisch  
Treasurer: Linda Ketterhagen

Elders: Craig Campbell  
\* Glen Collins  
Robert Hassey  
Ray Morby  
\* David Moyer  
Jeff Schmittinger  
Robert Scott  
Randy Smith

S.S. and Youth Tammy Badzinski  
\* Open  
Sharon Jardas

Evangelism \* Michael Schneider  
Jean Abramowski  
Debbie Jutrzonka  
Julie Moyer  
Tammy Scott  
Amy West

Parish Fellowship Casey Dietz  
Kathy Grant  
Debbie Jung  
\* Scott Jung  
Terri Jung  
Diane Mehring

Finance Gil Amborn  
Sharon Jardas  
\* Open  
Karen Lauf

School Board \* Bill Lauf  
Dawn Grundman  
LuAnn Himebauch  
Linda Noll  
Paula Welch

Parish Nurse Tammy Peterson

Social Ministry Margo Grishaber  
Debi Maurer  
Emily Mayer  
\* Larry O'Neil  
Ester Racer  
Stephanie Smith

Stewardship \* Dan Jahn  
Barbara Emerson  
Pat Jahn

Trustees Dan Jahn  
Joe Jardas  
\* Terry Jacobs  
Richard Noll  
George Slattery

#### Committees:

Memorial & Bequest Robert Hassey  
Fall Fair LuAnn Himebauch  
Sue Lindbloom  
July 4<sup>th</sup> Float Dan Jahn  
Scott Jung  
150<sup>th</sup> Anniversary Reps  
Landscaping Katherene Oelkers  
HR Salary & Benefits – Council Reps

\* Denotes Board Chairman

**Meeting Date: May 18, 2014**

**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: Noll

Seconded by: Jahn

And Passed

**Treasurer's Report (attached)**

<b>Line Item</b>	<b>(18) Receipts +/-</b>	<b>(36) Building Expense</b>	<b>(49) Personnel Expenses</b>	<b>(80) Total Admin.</b>	<b>(89) +/- Receipts</b>	<b>Check Book Balance</b>
<b>Current Month</b>	<b>\$ 2,115</b>				<b>\$</b>	
<b>Y.T.D.</b>	<b>\$ -5,050</b>	<b>\$ 2,205</b>	<b>\$ -1,636</b>	<b>\$ -3,591</b>	<b>\$ 832</b>	<b>\$ 28,045</b>

Motion to Accept: Hassey

Seconded by: Thompson

And Passed

**Reports of Boards**

**Elders**

There are 6 vacancies on the altar guild; help is needed, please volunteer. The board is addressing the decline in attendance this past year. A list of members is presented for removal as a result of not communing over the past 2 years. A motion is made to remove these 18 members by Dave Moyer, seconded by Smith, and passed.

**Sunday School and Youth**

The board is going to create their own curriculum this next year; this will also provide a cost savings to the program. There is a need to add teachers for next school year, volunteers are needed.

**Evangelism**

The board is working on a hand out package that contains a couple of pieces of candy with a scripture message on them. They are still working through the logistics of how and when to pass out the packets. The board is looking to get more exposure for St. Peter's in the community.

**Parish Fellowship**

Thank you to all those that attended the pancake breakfast, a \$500 profit were made. The Church picnic is the next event planned.

**Finance**

No report

**School Board**

Review of the attached report

### **Social Ministry**

No report – The board is continuing to look at ways to improve our accommodations for our handicap members. The board would appreciate any feedback from our members.

### **Stewardship**

The board is still looking for chairmen for the boards of Finance and Sunday School and Youth. The board and council are looking at options to combine some of the boards for the 2015 council. The constitution would have to be changed to accommodate any changes to the boards, this would require approval at 2 voter's meetings. A suggestion is made to consider changing the constitution to allow women to chair those boards. It is suggested we get additional input from our Synod on this change.

### **Trustees**

The board would like to thank the volunteers who cleared the snow this past winter; additional volunteers are needed for the summer maintenance. The board is working on quite a few miscellaneous projects. The landscaping committee is very active working on the grounds. There is some interest in updating the audio visual capabilities in the Parish Hall, input or suggestions are appreciated. The lighting in the Parish Hall needs to be updated, this is being reviewed.

A motion to approve the board reports is made by Jardus, seconded by Neumueller and passed.

### **Pastor Bischoff's Report**

On vacation

### **Pastor Conradt's Report**

We need to give input on where to permanently locate the Jesus Statute which was formerly in our old church. Church attendance is a topic of many discussions; currently 85% of churches in America are experiencing a decline in attendance. There are 3 major factors, strong growth in the 50's when the baby boomer generation came onto the scene, priorities (soccer, baseball, basketball, etc. tournaments), and parenting are all factors leading to declining attendance. The preschool students recited the 10 Commandments at the closing program for the school year; very exciting.

### **Committee Reports**

Memorial and Bequest Committee

- Review of the attached report
- Account was audited and passed
- A motion is made to approve the list of distributions from the fund by Hassey, seconded by Jahn and passed

Memorial (list) Committee

Public Relations Committee

New Cemetery Committee

Fall Fair Committee

- October 18<sup>th</sup> is the date of the turkey dinner

Finance/Counters Committee

150<sup>th</sup> Anniversary Committee

- June 15<sup>th</sup> Pastor Meyer (former vicar) will be preaching. Funds will be taken from the fundraisers to cover expenses.
- The deadline for signing up for the Brewer's game is next Sunday

- There will be a bus trip to Germanfest, Pastor Harris is preaching. Our Sunday worship service will be moved to 8am to accommodate this special event.
- The committee is looking to send invitations to all of the former Confirmands, if you have any information pertaining to names and addresses, please get them the information.
- The choir is looking to ask anyone who has sang in the choir in the past 150 years to join in at the special service.
- Pictures have been put up of the old church
- A scrapbook is being put together for the event

**Landscaping Committee**

- Skyline Landscaping has been doing a lot of volunteer work this year on the grounds

**Old Business**

- None

**New Business**

- HR committee will be meeting in June

**Meeting Close**

Motion by: Thompson

Seconded by: Hassey

And Passed

**Meeting closes with the Lord's Prayer**

	A	B	C	D	E	F
1	<b>St. Peter's Lutheran Church</b>					
2	<b>As of April 30, 2014</b>					
3						
4		<b>2013</b>		<b>Jan-April 2014</b>	<b>Jan-April 2014</b>	<b>Over/(Under)</b>
5				<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
6	Receipts	340,000		113,333	108,283	(5,050.34)
7	Preschool Contribution	5,000		4,000	4,000	0.00
8	<b>Receipts</b>	<b>345,000</b>		<b>117,333</b>	<b>112,283</b>	<b>-5,050</b>
9						
10						
32	<b>Personnel Total</b>	<b>258,327</b>		85,559	83,922.92	(1,636.08)
33						
34	<b>BUILDING MANAGEMENT</b>					
35	Utilities: Natural Gas/Heat	8,500		<b>5,974</b>	<b>9,514.35</b>	<b>3,540.35</b>
36	Electric	17,500		<b>4,980</b>	<b>5,131.09</b>	<b>151.09</b>
37	Water/Sewer	1,000		456	531.94	75.94
38	Waste Disposal	1,700		567	978.27	411.60
39	Telephone	1,500		500	510.80	10.80
40	<b>Total Utilities</b>	<b>30,200</b>		<b>12,477</b>	<b>16,666</b>	<b>4,190</b>
41	Repair/Upkeep	11,032		3,677	1,792.35	(1,884.98)
42	Building and Liability Insurance	7,500		<b>0</b>	<b>0.00</b>	<b>0.00</b>
43	Capital Improvements	0		0	0.00	0.00
44	Miscellaneous	300		100	0.00	(100.00)
45	<b>Building Totals</b>	<b>49,032</b>		<b>16,254</b>	<b>18,459</b>	<b>2,205</b>
46						
47	<b>ADMINISTRATION</b>					
48	Portals of prayer	400		133	76.00	(57.33)
49	Children's Bulletins	50		17	0.00	(16.67)
50	Office Supplies	3,000		1,000	867.65	(132.35)
51	Church Operating Supplies	2,700		900	705.64	(194.36)
52	Office Equipment and Repairs	5,000		1,667	1,527.64	(139.03)
53	Financial Supplies (Envelopes)	1,300		<b>0</b>	<b>113.95</b>	<b>113.95</b>
54	Car Allowance	7,200		2,400	2,400.00	0.00
55	Music: Senior Choir	100		33	0.00	(33.33)
56	Organist	100		33	0.00	(33.33)
57	Bd of Elders	225		75	103.84	28.84
58	Bd of Sunday School	4,400		<b>1,500</b>	<b>0.00</b>	<b>(1,500.00)</b>
59	Youth Fund	1,000		333	0.00	(333.33)
60	Bd Stewardship	300		<b>0</b>	<b>0.00</b>	<b>0.00</b>
61	Bd Evangelism	300		100	0.00	(100.00)
62	Bd Social Ministry	425		142	141.00	(0.67)
63	Parish Fellowship Bd	400		133	14.06	(119.27)
64	Pastor Conference	1,500		500	270.00	(230.00)
65	Pastoral Care	1,000		333		
66	Synod/District Assessments	0		<b>0</b>	<b>0.00</b>	<b>0.00</b>
67	Advertising	350		117	102.60	(14.07)
68	Miscellaneous	731		244	79.00	(164.67)
69	<b>Administrative Total</b>	<b>30,481</b>		<b>9,660</b>	<b>6,401</b>	<b>-2,926</b>
70						
71	Home Operating Total	<b>337,840</b>		<b>111,473</b>	<b>108,783</b>	(2,690.00)
72	Singapore Missions	<b>2,000</b>		<b>667</b>	-	
73	Missions:	8,000		<b>2,667</b>	2,668.00	1.33
74	<b>TOTAL BUDGET</b>	<b>\$ 347,840</b>		<b>\$ 114,806</b>	<b>\$ 111,451</b>	(3,355.34)
75						
76	Excess/(Deficits) Receipts	<b>\$ (2,840.00)</b>		<b>-2,527</b>	832	-1,695
77						
78	<b>Cash:</b>			<b>Comparison of Givings:</b>		
79	Cash as 1-1-14	26,727				
80	YTD Receipts	112,283		01/01 to 4/30/14	17 Sundays	108,282.96
81	Loan from Memorial & Bequest					
82	TYD Disbursements	(111,451)		1/01 to 4/30/ <del>14</del> <b>13</b>	17 Sundays	114,506.52
83	Subtotal	27,559		Net Overage (Short fall)		<b>(6,223.56)</b>
84	Pass-thru receipts	23,210		<b>Maintenance/Roof Savings Account</b>		
85	Pass-Thru Disbursements	(22,724)				
86	<b>Total Cash as of 4-30-14</b>	<b>28,045</b>		Balance @ 4/30/14		<b>15,536.50</b>

## MEMORIAL AND BEQUEST FUND 05/12/2014

<b><u>Balance on Hand 12/31/13</u></b>		<b>\$ 711,746.40</b>
<b><u>Receipts</u></b>		
Interest	\$ 4,419.15	
Dividends - UPS Stock	\$ 615.00	
Memorials	\$ -	
Select CD Value	\$ <u>11,349.59</u>	
Total		\$ 16,383.74
<b><u>Disbursements</u></b>		
MM Bank Fee	\$ 45.00	
St. Peters (ER Fund - POBLO)	\$ <u>1,000.00</u>	
Total		\$ (1,045.00)
<b><u>UPS Stock Value</u></b>		<b>\$ (3,173.00)</b>
<b>Balance on Hand 5/12/2014</b>		<b>\$ 723,912.14</b>
<b>Note: Designated Fund Balance</b>		<b>\$ (22,140.70)</b>
<b>ER Fund Balance</b>		<b>\$ (16,000.00)</b>
<b>Fund Corpus</b>		<b>\$ <u>685,771.44</u></b>

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### INVESTMENTS

Equitable Bank - CD	\$ 88,309.13
BMO Harris - Select CD	\$ 90,284.11
BMO Harris - Money Market	\$ 112,118.90
UPS Stock (894.8 sh. @ \$101.51)	\$ 90,831.00
Genworth Annuity	\$ 153,273.00
LCEF	\$ <u>189,096.00</u>
Total	<b>\$ 723,912.14</b>

**DESIGNATED FUNDS ACTIVITY 1/1/14 - 5/12/14****Seminary Scholarship**

Balance - 1/1/14	\$ 11,268.86
Activity	\$ -
Balance - 5/12/14	\$ 11,268.86

**Capital Repair**

Balance - 1/1/14	\$ 10,471.84
Activity	\$ -
Balance - 5/12/14	\$ 10,471.84

**Yard & Grounds**

Balance - 1/1/14	\$ 400.00
Activity	\$ -
Balance - 5/12/14	\$ 400.00

**Total Designated Funds** \$ 22,140.70

**EMERGENCY RELIEF FUND ACTIVITY 1/1/14 - 5/12/14**

Balance - 1/1/14	\$ 12,000.00
2013 Interest	\$ 5,000.00
St. Peters (Poblo)	\$ (1,000.00)
<b>Total Emergency Fund</b>	<b>\$ 16,000.00</b>

St. Peter's Lutheran Church  
Waterford, Wisconsin  
Memorial and Bequest Fund 2013 earnings distribution

Earnings for 2013	Interest-----	\$9,717.00
	<u>Dividends---</u>	<u>\$2,167.00</u>
	Total	\$11,884.00

Distribution approved by the Memorial and Bequest Committee and the Church Council

Emergency Fund-----	\$5,000.00	(minimum required by by-laws)
Corpus of the fund-----	\$1,188.00	(required by the by-laws)
Lutheran Missions & Attic Workshop-----	\$250.00	
Lutheran Counseling & Family Services-----	\$250.00	
LCMS World Relief-----	\$250.00	
Bethesda Lutheran Home-----	\$250.00	
People of the Book, Lutheran Outreach -----	\$250.00	(P.O.B.L.O)
<u>St. Peter's Capitol Fund-----</u>	<u>\$4,446.00</u>	
Total	\$11,884.00	

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

Report for Voter's Meeting 05/18/2014

## **Current Enrollment for the 2013/2014 school year (30 total):**

- 2 year old program : 6 total
- K-3 : 9 total
  - 4 – preschool only
  - 5 – full time (at least one full day)
- K-4 : 15 total
  - 8 – preschool only
  - 6 – full time 4 K ( at least one full day)

## **Current Enrollment for 2014 Summer Program:**

- 29 enrolled to date

## **Current Enrollment for the 2014/2015 school year:**

- 13 enrolled to date ( with calls coming in daily about the 4K program)

## **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 and summer program
- Deb Maurer – Part time office staff

## **Financial Summary:**

- Please refer to the St. Peter's Lutheran School Income to Budget comparison for 2014

## **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
- Enrolled in Wisconsin Youngstar Program with a 3\* rating – working toward a 4\* rating, Youngstar is a child care improvement program – the more stars, the more the state pays the preschool.

**ST PETER'S RAINBOW PRESCHOOL**  
**Income and Expense vs Budget**  
**Jan – April 30**

	Jan – April 30 2014 Actual	Jan – April 30 2014 Budget	over/under budget	
<b>INCOME</b>				
Tuition	\$42,643	\$56,502	-\$13,859	
registration fees	\$210	\$292	-\$82	
Income from Collections	\$169	\$0	\$169	
Donations	\$1,481	\$333	\$1,148	
Interest on Savings	\$17	\$16	\$1	
Miscellaneous Income	\$778	\$33	\$745	(rummage sale)
<b>Total Income</b>	<b><u>\$45,298</u></b>	<b><u>\$57,176</u></b>	<b><u>-\$11,879</u></b>	
<b>Expenses</b>				
St Peter's Lutheran	\$4,239	\$4,000	\$239	
Membership Discount	\$912	\$760	\$152	
Hot Lunch and Snack	\$958	\$1,933	-\$975	
Advertising	\$357	\$1,200	-\$843	
Curriculum	\$452	\$250	\$202	(rumm sale proceeds)
Dues/Memberships	\$152	\$200	-\$48	
Licenses and Permits	\$538	\$740	-\$202	
Operating Supplies	\$784	\$500	\$284	
Payroll Processing	\$231	\$220	\$11	
Postage and Delivery	\$0	\$33	-\$33	
Employee P/R & Benefits	\$32,059	\$24,174	\$7,885	
Telephone	\$214	\$220	-\$6	
<b>Total Expenses</b>	<b><u>\$40,898</u></b>	<b><u>\$34,230</u></b>	<b><u>\$6,667</u></b>	
<b>Net Income (Loss)</b>	<b><u>\$4,400</u></b>	<b><u>\$22,946</u></b>	<b><u>-\$18,546</u></b>	