



Redeemer Evangelical Lutheran Church

Council Meeting

Date: July 27, 2024 (Saturday)

Time: 10:00 am to 12:00 noon

Place: Fireside Room

Agenda

Opening Prayer (DeForest)

Come to Order (Sherman)

Roll Call (Ashworth)

Council members

- Diane Scott / Linda Allen – Board of Fellowship
- Jerry Brandt – Vice President
- Jay Erwin – Board of Deacons
- Bruce Holderbein – Board of Trustees & Financial Manager
- Tim Kressin – Board of Evangelism
- Diane Scott
 - Board of Christian Education
 - Board of Young Peoples Work
- Aaron Ashworth - Secretary
- Fred Sherman - President

Invitees

- Pastor DeForest - Pastor
- Jackie Vieira – Office Manager

Reading and Approval of Minutes (Ashworth)

- Council Meeting Minutes: February 10, 2024 - Draft [Attachment 1](#)

Pastor's Report (DeForest)

Reports from Officers, Boards, and Committees

- Board of Trustees (**Holderbein**)
- Board of Fellowship (**Allen/Scott**)
- Board of Deacons (**Erwin**)
- Board of Christian Education (**Scott**)
- Board of Young Peoples Work (**Scott**)
- Board of Evangelism (**Kressin**)
- President (**Sherman**)

- Vice President (**Brandt**)
- Financial Manager (**Holderbein**)
- Secretary (**Ashworth**)

Unfinished Business

New Business

- Nominations for Officers for 2025



Redeemer Evangelical Lutheran Church
Nominations for 2024 Officers and Board Members

President*	Fred Sherman
Vice President*	Jerry Brandt
Financial Manager*	Burce Holderbein
Secretary*	Aaron Ashcroft
Board of Deacons	Jay Erwin Timothy Wenslaff Bob Rean Daryl Smith
Board of Trustees	Bruce Holderbein Keith Siemens
Board of Evangelism	Tim Kressen
Board of Fellowship	Diane Scott Linda Allen Carol Varley Shirley Wilson
Board of Christian Education Board of Young Peoples Work	Diane Scott

- Financial Results Review [Attachment 2](#)

Future Council Meeting Items

- Group Discussion (**Sherman**)

Reminders (Information)

- Submit board reports prior to council meeting
- Next Church Council Meeting: **TBA**
- Next Voters Meeting: **TBA**
- Use congregation members sign-in sheets at voters' meetings & keep records
- Give out copies of the constitution to new members

Closing Prayer (DeForest)

Adjournment (Sherman)

Attachments:

- Attachment 1: 2024-02-10 Redeemer Council Meeting Minutes (Draft)
- Attachment 2: 2024 January to June - Financial Summary



Redeemer Evangelical Lutheran Church

Council Meeting Minutes (DRAFT)

Date: February 10, 2024 (Saturday)

Time: 9:00 am to 12:00 noon

Place: Fireside Room

Minutes

Members & Invitees - Present (Absent)

Council members

- Linda Allen – Board of Fellowship
- Jerry Brandt – Vice President
- Jay Erwin – Board of Deacons
- Bruce Holderbein – Board of Trustees & Financial Manager
- Tim Kressin – Board of Evangelism
- Diane Scott (*Absent*)
 - Board of Christian Education
 - Board of Young Peoples Work
- Aaron Ashworth - Secretary
- Fred Sherman - President

Invitees

- Pastor DeForest - Pastor
- Jackie Vieira – Office Manager (*Absent*)

Actions Adopted by Council

- Installed 2024 Officers and Board Members (by Pastor DeForest)
- Approved council meeting minutes from October 7, 2023 with revisions
- Requested Bruce Holderbein to convene and lead a committee composed of Jackie Vieira, Anita Weinrich, and Fred Sherman to understand various church funds and address the issue of identifying the correct EIN for the church.
- Approved plan to create and publish an article in Redeemer Review to discuss protection against computer-related and other scams. (Pastor DeForest and Fred Sherman action)
- Approved revised language of constitution & bylaws for submission to CNH District
- Delegated the identification of additional recipients to receive Q3 missions funding support to Pastor DeForest. Pastor decided to include (1) the Lutheran Heritage, (2) the Luther Classical College in Casper, WY, and (3) the California / Nevada / Hawaii District
- Appointed Aaron Ashworth as the point person to research methods of recording and broadcasting church services
- Authorized two weeks of vacation (which includes two Sundays) for Pastor DeForrest
- Appointed Jerry Brandt as the point person to begin planning for the 100th year anniversary celebration of Redeemer Evangelical Lutheran Church's incorporation (to be held in 2025) with a \$1500 budget.
- Rejected the requested Holy Bible Site link to Webpage, because links already exist on Webpage for Bible access

Late attachments to agenda

- Redeemer Trustee Report
- Celebration Committee Recommendations (Jerry Brandt)

Redeemer Trustee Report

Feb 10, 2024

Keith Siemens, Bruce Holderbein

Facility upkeep - completed:

Redeemer House repairs have been ongoing to keep up with an aging structure. The sliding glass doors off the dining room was replaced. The plumbing in the kitchen sink drain system and disposal was replaced.

Tree trimming has been completed around the school buildings and the church grounds.

The HVAC unit in Pastor's study was repaired/ serviced.

Work to be done:

A leak has developed in the family room (last classroom on the left as you come to the Narthex).

A leak has developed in the Pastor's sacristy around the bathroom window.

Keith has JC Roofing looking at the problems and they have provided a quote.

The church van needs a regular service – Bruce will take care of this in the coming weeks.

Schools:

Both schools are in long-term leases and the tenants are happy and will most likely stay put. The property management agent has worked well with us and for the most part is hands off for Redeemer Trustees.

There is a task list posted by the mail boxes in the church school wing. Bruce will be actively addressing the tasks and making an effort to reach out to our able-bodied members who may want to participate.

Celebration committee recommendations

Date

March 2025

Chairman

Pastor Jordan

Assistant/replacement

Tim Kressin

Event Historian

Sharon Schaffert

Pete Hillie

Expenses (travel, food etc.)

\$1500 from Memorial Fund

*Centurians of Honor
Hilde Johnson /*

mem fund 1500\$

REDEEMER FINANCIAL SUMMARY

January 1, 2024 – June 30, 2024

CHURCH INCOME/EXPENSE – ACTUAL:	
OFFERING INCOME	88,751.16
LEASE GENERAL FUND INCOME	2,268.48
REDEEMER HOUSE INCOME (includes 2023 Redeemer House income of 6,876.00)	16,776.00
FACILITY USE INCOME	455.00
INTEREST INCOME	<u>2,803.23</u>
TOTAL INCOME	111,053.87
TOTAL EXPENSES	<u>102,178.58</u>
NET INCOME	8,875.29
RETAINED EARNINGS (balance end of previous year)	<u>73,507.37</u>
CURRENT BALANCE	82,382.66
CHURCH LIABILITIES:	
Directed Funds (TCB)	78,621.52
CHURCH ASSETS:	
Operating Funds (TCB)	82,382.66
Mission Trust Fund (Thornburg)	285,958.17
Scholarship Fund (Vanguard)	339,216.06
Money Market Acct. (Vanguard)	<u>108,252.35</u>
TOTAL CHURCH ASSETS/LIABILITIES	894,430.76
SCHOOL INCOME/EXPENSE - ACTUAL:	
SCHOOL LEASE INCOME	47,757.42
EXPENSES:	
Property Management Fees	<u>-2,387.87</u>
NET LEASE INCOME FOR DISBURSEMENT	45,369.55
DISBURSEMENTS:	
30% to Quarterly Missions	13,610.87
30% to Scholarship Recipient	13,610.86
20% to Facilities Maintenance Fund	9,073.91
15% to School Reserve Fund	6,805.43
5% to General Fund	2,268.48
REDEEMER HOUSE DEPOSIT	1,500.00
REDEEMER HOUSE INCOME	9,900.00

For more details or an explanation, see the office manager.

Redeemer Lutheran Church
Profit & Loss Budget vs. Actual
January through June 2024

	Jan - Jun 24	Budget
Ordinary Income/Expense		
Income		
Lease General Fund	17,394.48	
Regular Offering	88,751.16	
Total Income	106,145.64	
Gross Profit	106,145.64	
Expense		
ADMINISTRATION		
Altar Worship	746.82	199.98
Bookkeeping	154.19	175.02
Conferences	0.00	150.00
Deacons	0.00	49.98
Office Expenses		
Bank/Checking Fees & Supplies	228.21	100.02
Copy Machine Expense	756.73	750.00
Information Technology	189.00	400.02
Licenses and permits	0.00	49.98
Office Supplies	562.69	300.00
Periodicals	1,750.53	1,000.02
Postage	156.00	150.00
Total Office Expenses	3,643.16	2,750.04
Payroll - Guest Pastor		
Wages	250.00	625.02
Total Payroll - Guest Pastor	250.00	625.02
Payroll - Office Manager		
Health Insurance Supplement	1,200.00	1,200.00
Retirement/Disability	1,112.34	1,249.98
Wages	10,158.48	10,158.48
Total Payroll - Office Manager	12,470.82	12,608.46
Payroll - Organist		
Mileage	1,988.75	1,881.24
Organ Lessons	455.00	780.00
Substitute Organist	520.00	
Wages	3,000.00	2,625.00
Total Payroll - Organist	5,963.75	5,286.24
Payroll - Pastor		
Car Allowance	2,460.96	2,500.02
Continuing Education	500.00	550.02
Health Insurance	13,523.46	15,000.00
Retirement/Disability	3,953.06	5,500.02
Salary	40,470.12	40,470.00
Total Payroll - Pastor	60,907.60	64,020.06
Payroll Taxes		
FICA Expense	634.82	
Medicare Expense	148.47	
Payroll Taxes - Other	0.00	750.00
Total Payroll Taxes	783.29	750.00
Total ADMINISTRATION	84,919.63	86,614.80
CHRISTIAN EDUCATION	583.22	150.00
EVANGELISM	0.00	250.02
FELLOWSHIP	520.78	250.02
TRUSTEES		

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Accrual Basis

Redeemer Lutheran Church
Profit & Loss Budget vs. Actual
January through June 2024

	Jan - Jun 24	Budget
Garbage	672.00	724.98
Grounds Maintenance	296.84	3,000.00
Insurance - Liability	7,347.72	6,750.00
Insurance - Work Comp	1,453.17	775.02
Janitorial Service	2,160.00	2,160.00
Janitorial Supplies	115.79	100.02
Property Tax & Assessment	658.49	499.98
Telephone	207.45	424.98
Utilities	2,853.24	2,749.98
Van Expense	390.25	1,000.02
Total TRUSTEES	16,154.95	18,184.98
Total Expense	102,178.58	105,449.82
Net Ordinary Income	3,967.06	-105,449.82
Other Income/Expense		
Other Income		
Facility Use	455.00	
Interest Income	2,803.23	
Total Other Income	3,258.23	
Net Other Income	3,258.23	
Net Income	7,225.29	-105,449.82

Redeemer Lutheran Church
Designated Funds
As of June 30, 2024

	Jun 30, 24
ASSETS	
Current Assets	
Checking/Savings	
TCB-Church General Fund	161,004.18
Thornburg Finan.- Mission Trust	285,958.17
Vanguard-Scholarship Fnd	339,216.06
Vanguard Money Market Acct.	108,252.35
Total Checking/Savings	894,430.76
Total Current Assets	894,430.76
TOTAL ASSETS	894,430.76
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
TCB Visa	946.94
Total Credit Cards	946.94
Other Current Liabilities	
Church-Directed Funds	
4 Kenya Kids - Meeker	100.00
Bells Fund	184.95
Campus Ministry Grant	459.27
Charity Fund	7,507.93
Doxology Grant	-30.50
Facility Maintenance	19,991.48
Funeral	471.55
Gen. Church Op. Emergency Reser	5,259.10
Hoffman Bequest	42,096.61
Kitchen	100.00
LWML	37.18
Memorial Fund	14,635.56
Mission Envelopes	670.00
Musician & Concert Fund	77.69
Poinsettias	196.54
Quilters	795.26
Radio Broadcast	1,600.00
Sunday School	1,615.37
Thrivent Choice Dollars	943.00
Vacation Bible School	298.92
Van Fund	522.81
Youth Fund	6,851.69
Church-Directed Funds - Other	-100,000.00
Total Church-Directed Funds	4,384.41
Direct Deposit Liabilities	-11.66
Directed Funds in Money Market	100,000.00
Holding Accounts	
Mission Trust Holding Account	11,222.39
Scholarship Holding Account	8,697.36
School Lease Holding Account	50,039.06
Total Holding Accounts	69,958.81
Mission Trust Fund	285,958.17
Parsonage Rental	
Parsonage Lease Deposit	1,500.00
Parsonage Rental - Other	3,300.00
Total Parsonage Rental	4,800.00
Payroll Liabilities	

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Redeemer Lutheran Church
Designated Funds
As of June 30, 2024

	Jun 30, 24
FICA Payable	5.09
FIT Payable	1,461.00
Medicare Payable	54.58
SIT Payable	374.70
Total Payroll Liabilities	1,895.37
School Lease Deposit	6,550.00
Total Other Current Liabilities	473,535.10
Total Current Liabilities	474,482.04
Long Term Liabilities	
Scholarship Fund	339,216.06
Total Long Term Liabilities	339,216.06
Total Liabilities	813,698.10
Equity	
Retained Earnings	73,507.37
Net Income	7,225.29
Total Equity	80,732.66
TOTAL LIABILITIES & EQUITY	894,430.76