



# Redeemer Evangelical Lutheran Church

## Council Meeting

**Date:** November 16, 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: July 27, 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**) *Attachment 2*
- President (**Sherman**)
- Vice President (**Brandt**)
- Financial Manager (**Holderbein**)
- Secretary (**Ashworth**)

## Unfinished Business

- Financial Results Review (**Holderbein, Vieira**) *Attachment 3*
- 100th Anniversary (**Kressin**) *Attachment 4*

## New Business

- Nominations for Officers & Committee Members for 2025 (**Sherman**)

	Current (2024)	Next Year (2025)
<b>President*</b>	<b>Fred Sherman</b>	<b>Jacy Krough</b>
<b>Vice President</b>	<b>Jerry Brandt</b>	<b>Matt Maguire</b>
<b>Financial Manager*</b>	<b>Bruce Holderbein</b>	<b>Bruce Holderbein</b>
<b>Secretary*</b>	<b>Aaron Ashworth</b>	<b>Aaron Ashworth</b>
<b>Board of Deacons</b>	<b>Jay Erwin</b> Timothy Wenslaff Bob Rean Daryl Smith	<b>Jay Erwin</b> Timothy Wenslaff Bob Rean
<b>Board of Trustees</b>	<b>Bruce Holderbein</b> Keith Siemens	<b>Keith Siemens</b> Bruce Holderbein
<b>Board of Evangelism</b>	<b>Tim Kressin</b>	<b>Tim Kressin</b>
<b>Board of Fellowship</b>	<b>Diane Scott</b> Linda Allen Carol Varley Shirley Wilson	<b>Diane Scott</b> Linda Allen Carol Varley Shirley Wilson
<b>Board of Christian Education</b> <b>Board of Young Peoples Work</b>	<b>Diane Scott</b>	<b>Diane Scott</b>

\*Indicates a legal officer position

- Set date for Voters Assembly (**Sherman**)
- Move the Hoffman bequest fund to an interest bearing account (**Holderbein**)

## 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: 2024-07-27 Redeemer Council Meeting Minutes (Draft)
- Attachment 2: Board of Evangelism Report 2024-11-16
- Attachment 3: 2024 January to September - Financial Summary
- Attachment 4: 100th Anniversary Celebration Report 2024-11-17



# Attachment 1

## Redeemer Evangelical Lutheran Church

### Council Meeting Minutes (DRAFT)

**Date:** July 27, 2024 (Saturday)

**Time:** 10:00 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
  - Board of Christian Education
  - Board of Young Peoples Work
- Aaron Ashworth - Secretary
- Fred Sherman - President

#### Invitees

- Pastor DeForest - Pastor
- Jackie Vieira – Office Manager

### Actions Adopted by Council

- Approved council meeting minutes from February 10, 2024
- Developed a tentative slate of nominations for 2025 Officers

### Attachments to agenda

- Att 1 - Redeemer Trustee Report – Feb 2024

# Attachment 1

Redeemer Trustee Report

July 27, 2024

Keith Siemens, Bruce Holderbein

## **Facility upkeep - completed:**

Keith has been chasing a water leak above the family room all spring. It has been difficult to find roofing contractors.

Redeemer House water filtration unit was replaced.

The HVAC units for the church have been repaired and checked for proper operation.

There have been some minor water irrigation issues with the school buildings. Between broken sprinklers and irrigation timing, we discounted a high water bill amount in June and the property manager took care of the repairs.

## **Work to be done:**

The church van needs a smog test.

The new writing board for the Sunday School needs to be mounted on the wall.

There have been several large events at the church and the condition of the facility has been poor with no janitorial service following the event (messy bathrooms, food on the Parish Hall floor, etc. Pastor Jordan suggested having the cleaning service come in after large events.

## **Ongoing tasks:**

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.

# Attachment 2

## Redeemer Board of Evangelism Report for Council Meeting

November 16th, 2024

Submitted by Tim Kressin

### Current activities:

- Lunch Bunch every 2nd and 4th Tuesdays (focusing on inviting others)
- Men's Monthly Get-togethers on the 2nd Saturdays (focusing on future activities and events)
- 100th Anniversary Celebration (focusing on scheduling speakers, musicians and events for the year) *See attached.*

### Contemplating:

- Further use of the gym
- Activities involving the neighborhood

# Attachment 3

## REDEEMER FINANCIAL SUMMARY

January 1, 2024 – September 30, 2024

### CHURCH INCOME/EXPENSE – ACTUAL:

OFFERING INCOME	130,273.69
LEASE GENERAL FUND INCOME	3,402.72
REDEEMER HOUSE INCOME (includes 2023 Redeemer House income of 8,526.00)	23,376.00
FACILITY USE INCOME	835.00
INTEREST INCOME	<u>4230.59</u>
TOTAL INCOME	162,118.00
TOTAL EXPENSES	<u>146,639.90</u>
NET INCOME	15,478.10
RETAINED EARNINGS (balance end of previous year)	<u>73,507.37</u>

CURRENT BALANCE 88,985.47

### CHURCH LIABILITIES:

Directed Funds (TCB) 69,864.45

### CHURCH ASSETS:

Operating Funds (TCB)	88,985.47
Mission Trust Fund (Thornburg)	293,241.66
Scholarship Fund (Vanguard)	327,673.40
Money Market Acct. (Vanguard)	<u>109,679.71</u>

TOTAL CHURCH ASSETS/LIABILITIES 889,444.69

### SCHOOL INCOME/EXPENSE - ACTUAL:

SCHOOL LEASE INCOME	71,636.13
EXPENSES:	
Property Management Fees	<u>-3,581.81</u>
NET LEASE INCOME FOR DISBURSEMENT	68,054.32

### DISBURSEMENTS:

30% to Quarterly Missions	20,416.30
30% to Scholarship Recipient	20,416.30
20% to Facilities Maintenance Fund	13,610.86
15% to School Reserve Fund	10,208.15
5% to General Fund	3,402.71

REDEEMER HOUSE DEPOSIT	1,500.00
REDEEMER HOUSE INCOME	14,850.00

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

# Attachment 3 (p2)

12:53 PM  
10/15/24  
Accrual Basis

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

	Jan - Sep 24	Budget
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
Lease General Fund	25,128.72	
Regular Offering	130,273.69	
<b>Total Income</b>	155,402.41	
<b>Gross Profit</b>	155,402.41	
<b>Expense</b>		
<b>ADMINISTRATION</b>		
Altar Worship	558.41	299.98
Bookkeeping	191.69	262.52
Conferences	0.00	225.00
Deacons	0.00	74.98
<b>Office Expenses</b>		
Bank/Checking Fees & Supplies	314.98	150.02
Copy Machine Expense	1,175.01	1,125.00
Information Technology	309.87	600.02
Licenses and permits	0.00	74.98
Office Supplies	731.12	450.00
Periodicals	1,962.12	1,500.02
Postage	229.00	225.00
<b>Total Office Expenses</b>	4,722.10	4,125.04
<b>Payroll - Guest Pastor</b>		
Wages	500.00	937.52
<b>Total Payroll - Guest Pastor</b>	500.00	937.52
<b>Payroll - Office Manager</b>		
Health Insurance Supplement	1,800.00	1,800.00
Retirement/Disability	1,668.51	1,874.98
Wages	15,237.72	15,237.73
<b>Total Payroll - Office Manager</b>	18,706.23	18,912.71
<b>Payroll - Organist</b>		
Mileage	2,580.00	2,821.86
Organ Lessons	455.00	1,170.00
Substitute Organist	716.25	
Wages	3,825.00	3,937.50
<b>Total Payroll - Organist</b>	7,576.25	7,929.36
<b>Payroll - Pastor</b>		
Car Allowance	3,691.44	3,750.02
Continuing Education	1,000.00	825.02
Health Insurance	20,285.19	22,500.00
Retirement/Disability	6,691.62	8,250.02
Salary	60,705.18	60,705.00
<b>Total Payroll - Pastor</b>	92,373.43	96,030.06
<b>Payroll Taxes</b>		
FICA Expense	949.74	
Medicare Expense	222.12	
Payroll Taxes - Other	0.00	1,125.00
<b>Total Payroll Taxes</b>	1,171.86	1,125.00
<b>Total ADMINISTRATION</b>	125,799.97	129,922.17
<b>CHRISTIAN EDUCATION</b>	583.22	225.00
<b>EVANGELISM</b>	0.00	375.02
<b>FELLOWSHIP</b>	347.65	375.02
<b>TRUSTEES</b>		

# Attachment 3 (p3)

12:53 PM  
10/15/24  
Accrual Basis

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

	Jan - Sep 24	Budget
Church Maintenance	22.72	
Garbage	1,018.46	1,087.48
Grounds Maintenance	342.03	4,500.00
Insurance - Liability	8,263.18	10,125.00
Insurance - Work Comp	1,453.17	1,162.52
Janitorial Service	3,240.00	3,240.00
Janitorial Supplies	146.25	150.02
Property Tax & Assessment	658.49	749.98
Telephone	300.18	637.48
Utilities	3,706.20	4,124.98
Van Expense	758.38	1,500.02
<b>Total TRUSTEES</b>	<b>19,909.06</b>	<b>27,277.48</b>
<b>Total Expense</b>	<b>146,639.90</b>	<b>158,174.69</b>
<b>Net Ordinary Income</b>	<b>8,762.51</b>	<b>-158,174.69</b>
<b>Other Income/Expense</b>		
Other Income		
Facility Use	835.00	
Interest Income	4,230.59	
<b>Total Other Income</b>	<b>5,065.59</b>	
<b>Net Other Income</b>	<b>5,065.59</b>	
<b>Net Income</b>	<b>13,828.10</b>	<b>-158,174.69</b>



# Attachment 3 (p4)

## Redeemer Lutheran Church

### Designated Funds

As of September 30, 2024

10/15/24

	Sep 30, 24
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
TCB-Church General Fund	158,849.92
Thornburg Finan.- Mission Trust	293,241.66
Vanguard-Scholarship Fnd	327,673.40
Vanguard Money Market Acct.	109,679.71
<b>Total Checking/Savings</b>	<u>889,444.69</u>
<b>Total Current Assets</b>	<u>889,444.69</u>
<b>TOTAL ASSETS</b>	<u><u>889,444.69</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Credit Cards</b>	
TCB Visa	1,844.24
<b>Total Credit Cards</b>	<u>1,844.24</u>
<b>Other Current Liabilities</b>	
<b>Church-Directed Funds</b>	
100 Anniversary	1,500.00
Bells Fund	184.95
Campus Ministry Grant	5,135.81
Charity Fund	6,853.98
Facility Maintenance	17,046.02
Fire Relief	1,300.00
Funeral	519.70
Gen. Church Op. Emergency Reser	5,259.10
Hoffman Bequest	40,996.61
Kitchen	100.00
Lock/Unlock Fee	30.00
LWML	60.18
Memorial Fund	13,524.32
Mission Envelopes	1,000.00
Musician & Concert Fund	77.69
Poinsettias	196.54
Quilters	907.26
Radio Broadcast	800.00
Sunday School	1,879.14
Thrivent Choice Dollars	294.00
Vacation Bible School	298.92
Van Fund	522.81
Youth Fund	6,893.69
Church-Directed Funds - Other	<u>-100,000.00</u>
<b>Total Church-Directed Funds</b>	5,380.72
<b>Direct Deposit Liabilities</b>	-42.16
<b>Directed Funds in Money Market</b>	100,000.00
<b>Holding Accounts</b>	
Mission Trust Holding Account	9,971.84
School Lease Holding Account	52,444.13
<b>Total Holding Accounts</b>	<u>62,415.97</u>
<b>Mission Trust Fund</b>	293,241.66
<b>Parsonage Rental</b>	
Parsonage Lease Deposit	1,500.00
Parsonage Rental - Other	1,650.00
<b>Total Parsonage Rental</b>	<u>3,150.00</u>
<b>Payroll Liabilities</b>	

# Attachment 3 (p5)

## Redeemer Lutheran Church Designated Funds As of September 30, 2024

10/15/24

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	Sep 30, 24
FICA Payable	5.11
FIT Payable	1,461.00
Medicare Payable	54.58
SIT Payable	374.70
<b>Total Payroll Liabilities</b>	<b>1,895.39</b>
<b>School Lease Deposit</b>	<b>6,550.00</b>
<b>Total Other Current Liabilities</b>	<b>472,591.58</b>
<b>Total Current Liabilities</b>	<b>474,435.82</b>
<b>Long Term Liabilities</b>	
Scholarship Fund	327,673.40
<b>Total Long Term Liabilities</b>	<b>327,673.40</b>
<b>Total Liabilities</b>	<b>802,109.22</b>
<b>Equity</b>	
Retained Earnings	73,507.37
Net Income	13,828.10
<b>Total Equity</b>	<b>87,335.47</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>889,444.69</b>

# Attachment 4

## 100<sup>th</sup> Anniversary Celebration

Planning Meeting, November 17th, 2024

### Discussion items

- **Theme?** Soli Deo Gloria - All Glory to God, Redeemed in Christ
- **Speakers?** - Katie Schuermann (1st weekend in May?), Rev. Bramwell
- **January kick-off** - I Know That My Redeemer Lives and other hymns
- **Caterer progress?**
- **Invitations** schedule, Lutheran Witness, Previous pastors, Zone 12, circuit, district. Save the Date notice.
- **Discuss and present to church council:**
  - o approval for funding a catered dinner for up to 200 guests
  - o approval for funding speaker expenses
  - o approval for funding something tangible to give at 100th
- **National Night Out** - August? Antique fire truck? Police?
- **Possible activities** for October 11th, 2025
  - o short organ piece
  - o historical slide show with narration
  - o video of members (charter, centenarians) interviewed beforehand
  - o Hilde Johnson, Janet Joksch, others? - Centenarians of Honor
  - o Give something tangible

### Confirmed

- **Kantorei**, the vocal music group from the Fort Wayne Seminary, will be part of the celebration March 1st, 2nd or 3rd.
- **Adam Losser** (\$300) will give an **organ recital** in the summer.
- Redeemer's 100th anniversary celebration will take place on **October 11th and 12th, 2025**. There will be a **service** followed by a **catered dinner** on **Saturday afternoon**, the 11th. The following **Sunday morning**, there will be a **service** followed by refreshments.

### 100th Anniversary Wish List

- catered dinner for up to 200 guests - \$8000
- speaker expenses - \$8000
- something tangible to give at 100th - \$500
- National Night Out - \$500
- miscellaneous - \$3000

Requesting **\$18,500** to be added to the \$1500 already budgeted for a **total of \$20,000**

Next meeting: December 15th

# Attachment 4 (p2)

## 100th Committee Members

The Evangelism Committee (Tim Kressin, chair) and the Fellowship Committee will work alongside the following committees:

- **Publicity:** Jackie, Pastor DeForest. Start weekly blurb in the church bulletin, weekly Flock. Prepare newspaper articles, announcements for newsletter and notices (don't forget Lutheran Witness). Prepare TV and radio spot announcements (some stations announce church celebrations for FREE).
- **Council Representative:** Jerry Brandt
- **Meals: Fellowship Committee.** Diane, Carol, Shirley, Sherri and Linda!! Marne, Dottie Tefelski & Jeanette would like to be involved.
- **History:** Jerry Brandt (chair), Pat Lillie, Alice Durfee, Mary Siemens, Hilde Johnson
- (Celebrating the Journey - Create a textual and visual journey of your church's history with a timeline, display or exhibit.)
- **Special guests, speakers:** Pastor DeForest (chair), Pastor Jordan, Pastor Roberts
- **Invitations, Announcements:** Abby DeForest (chair)
  - o Invite former members and special guests. LCMS staff? Print and mail invitations? (w/ RSVP info or return cards). Encourage members to contact family and friends. Neighbors? Mail letters of appreciation to participants after celebration.
- **Set-up, take down, clean up, decorations: Fellowship Committee,** Keith Siemens, Alice Durfee, Mary Siemens
- **Photographer / Videographer:** Yuhuan
- **Banner:** Linda Allen, Carol Varley, Shirley Wilson and others from quilting group
- **Caterers:** Keth, Mary, Alice and Linda Rean