

MLC Governing Council Meeting Agenda

December 8, 2020

1. Call to order (Cassandra)
2. Opening Prayer (Pastor Doug)
3. Approval of November 2020 minutes (Cassandra)
4. Approval of agenda (Cassandra)
5. Reports
 - a. Treasurer (Lee)
 - b. Financial Secretary (Steve)
 - c. Building and Grounds (Carlo)
 - d. MLCW (Rosemary)
 - e. Pastor (Pastor Doug)
 - f. President (Cassandra)
 - g. Approval of reports
6. Old business
 - a. Constitution updates (Pastor Doug, KD)
 - b. AC Fund update (Steve)
 - c. Nominations – council members needed for 2021 (Cassandra)
 - d. Christmas Season (Pastor Doug)
 - e. Christmas – families in need (Pastor Doug)
7. New business
 - a. Budget planning committee updates (Steve)
 - b. Annual Meeting agenda and reports (Cassandra)
8. Review of action items (Ron)
9. Adjourn the meeting (Cassandra)
10. Closing Prayer (all)

**Messiah Lutheran Church Council Meeting
November 10, 2020**

Present: Dave, Cassandra, Pastor, Ron, Rosemary, Steve, KD

Absent: Debra, Lee, Carlo

Called to order at 6:33 PM

- 1) Prayer and meditation: Pastor Doug's devotion was inspired by our recent hymn "Take My Life That I Might Be".
- 2) Review and approval of October 2020 Minutes: Motion to approve by Dave, seconded by Ron, and October 2020 Minutes were accepted
- 3) Approval Of Agenda: Motion to approve by Dave, seconded by KD, and agenda was accepted
- 4) Reports:
 - a) Treasurer –Lee presented report in absentia. Income was less than expenses this month
 - b) Financial Secretary – Steve reported that Treasurer and Financial Secretary reports are in agreement.
 - c) Building and Grounds – Pastor Doug reported that Sean has continued to contribute. Now we have added Louie. Pastor lauded Louie's work ethic.
 - d) MLCW – Not meeting during Coronavirus pandemic. May resume in January.
 - e) Pastor's Report – Pastor Doug went over written report. No significant discussion. Paper supply is running low. **Ron offered to bring in a case of paper to alleviate the current shortage.** Ron also offered Building and Ground assistance whenever needed.
 - f) President – Cassandra had nothing to add to what had already been reported.
 - g) Motion to accept reports en masse by Steve, seconded by Dave and reports were accepted

Old Business:

- h) Fences around the entrance are completed. Minor adjustments required after installation, but all went well.
- i) Steve picked up locks and extra keys. Discussed who needs keys.
- j) Constitution Update: KD working to get clean electronic editable copies to work from to incorporate Synod-issued changes. Steve converted the existing Constitution PDF file to Word format. **Steve will send a copy to church office.**
- k) No progress on HVAC.
- l) Budget committee is being formed. We have enough volunteers (Steve, Brian, Ellen and Pastor) to get this done

5) New Business

- a) Christmas Services:
 - i) Prepackaged sanitary communion packages (wine and wafer) will be used and distributed with a candle for Christmas Eve Candlelight service.
 - ii) Social distancing will be practiced.
 - iii) Candles and communion packages will be available for pickup for use at home or in cars if desired.
- b) Hanging of the Greens and Luminaria lighting processes are being considered.

- c) We have tentatively been assigned a Giving Tree Christmas Gift family. **Pastor will follow up on Christmas Tree Gift family.**
- d) We are not currently aware of any congregational member need to receive assistance this year. We are considering other ways to help needy families and students during the Christmas Season.

Adjourn at 7:27. Closed with the Lord's Prayer.

Respectfully submitted,

Ron Kulju

Messiah Lutheran Church
Profit & Loss
 November 2020

	Nov 20
Ordinary Income/Expense	
Income	
Benevolence/Outreach	
Family in Need	1,000.00
Total Benevolence/Outreach	1,000.00
Income	
Building Use	600.00
MEMBER GIVING	
Simply Giving	550.00
MEMBER GIVING - Other	7,010.80
Total MEMBER GIVING	7,560.80
MEMBER INCOME Non Specific	
Amazon Smiles	11.05
Total MEMBER INCOME Non Specific	11.05
NON-MEMBER GIVING	100.00
Total Income	8,271.85
Total Income	9,271.85
Gross Profit	9,271.85
Expense	
BUILDING AND GROUNDS	
CLEANING	250.00
UTILITIES	
ABCWUA	140.18
NM Gas Co	31.38
PNM	117.28
Total UTILITIES	288.84
Total BUILDING AND GROUNDS	538.84
MISSIONS	
BENEVOLENCE	
Rocky Mountain Synod	350.00
Total BENEVOLENCE	350.00
Total MISSIONS	350.00
OFFICE EXPENSES	
Printer copy expense	36.30
Website	298.31
Total OFFICE EXPENSES	334.61
PAYROLL EXPENSES	
Musician	700.00
PASTOR	2,615.25
WAGES	480.00
PAYROLL EXPENSES - Other	39.60
Total PAYROLL EXPENSES	3,834.85
Total Expense	5,058.30
Net Ordinary Income	4,213.55
Net Income	4,213.55

Messiah Lutheran Church
Profit & Loss
 January through November 2020

	Jan - Nov 20
Ordinary Income/Expense	
Income	
Benevolence/Outreach	
Family in Need	2,065.00
Total Benevolence/Outreach	3,065.00
Buildings and Grounds	
heating and/or cooling fund	3,000.00
Total Buildings and Grounds	3,000.00
Income	
Building Use	6,600.00
Interest Earned	0.37
MEMBER GIVING	
Designated Giving	
Congregation Care Committee	
Coffee fund	90.00
Total Congregation Care Committee	90.00
Flowers	70.00
Memorials	100.00
Pastor Discretionary Fund	750.00
Total Designated Giving	1,010.00
General Fund	
Lenten Offering	45.00
General Fund - Other	11,970.00
Total General Fund	12,015.00
Simply Giving	5,550.00
MEMBER GIVING - Other	51,700.80
Total MEMBER GIVING	70,275.80
MEMBER INCOME Non Specific	
Amazon Smiles	40.19
Smiths program	11.33
Total MEMBER INCOME Non Specific	51.52
NON-MEMBER GIVING	
Thrivent	459.00
NON-MEMBER GIVING - Other	105.22
Total NON-MEMBER GIVING	564.22
Income - Other	29.99
Total Income	77,521.90
Uncategorized Income	2,571.01
Total Income	85,157.91
Gross Profit	85,157.91
Expense	
BUILDING AND GROUNDS	
CLEANING	2,344.87
IMPROVEMENTS AND REPAIRS	53.44

Messiah Lutheran Church
Profit & Loss
 January through November 2020

	Jan - Nov 20
UTILITIES	
ABCWUA	1,730.03
NM Gas Co	1,686.36
PNM	2,601.13
	6,017.52
Total UTILITIES	6,017.52
Total BUILDING AND GROUNDS	8,415.83
Business Licenses and Permits	0.00
Insurance Expense	
Liability - 8996	4,571.00
	4,571.00
Total Insurance Expense	4,571.00
MISSIONS	
BENEVOLENCE	
Family in Need	1,475.00
Rocky Mountain Synod	3,850.00
	5,325.00
Total BENEVOLENCE	5,325.00
EVANGELISM & OUTREACH	
Pastors Discretionary Fund	5,360.50
	5,360.50
Total EVANGELISM & OUTREACH	5,360.50
MUSIC AND WORSHIP	
CCLI Music Cpywright	192.00
Flowers	486.00
Worship Support	504.20
	1,182.20
Total MUSIC AND WORSHIP	1,182.20
Total MISSIONS	11,867.70
OFFICE AND OPERATIONS	
Simply Giving Proc. Fee	11.50
	11.50
Total OFFICE AND OPERATIONS	11.50
OFFICE EXPENSES	
Century Link/Qwest phone/Inter	1,217.32
Printer copy expense	353.10
Website	796.46
ZDUES AND SUBSCRIPTIONS	
QuickBooks Payroll	494.03
	494.03
Total ZDUES AND SUBSCRIPTIONS	494.03
Total OFFICE EXPENSES	2,860.91
PAYROLL EXPENSES	
IRS	
federal withholding	285.38
medicare	104.08
social security	445.01
IRS - Other	88.01
	922.48
Total IRS	922.48
Musician	8,400.00
NM Tax and Revenue	-11.59
PASTOR	
Housing	0.00
Salary	7,845.75
PASTOR - Other	16,866.50
	24,712.25
Total PASTOR	24,712.25
Supply Pastor	850.00

Messiah Lutheran Church
Profit & Loss
January through November 2020

	<u>Jan - Nov 20</u>
WAGES	
Office Manager	2,197.50
WAGES - Other	<u>3,690.00</u>
Total WAGES	5,887.50
PAYROLL EXPENSESS - Other	<u>494.93</u>
Total PAYROLL EXPENSESS	41,255.57
Staff	212.61
Uncategorized Expenses	<u>235.35</u>
Total Expense	<u>69,430.47</u>
Net Ordinary Income	<u>15,727.44</u>
Net Income	<u><u>15,727.44</u></u>

Messiah Lutheran Church
Fund Summary - April
11/1/2020 through 12/14/2020

Facilities/Rental (0005)	\$600
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Date	Given	Count	Pledged	Count	Date	Given	Count	Pledged	Count
11/08/2020	600.00	1	0.00	0					

Facilities/Rental (0005)

	Offerings	# Offerings	Avg./Off.
Total Pledged:	0.00	0	\$0.00
Total Unpledged:	600.00	1	\$600.00
Total Given:	\$600.00	1	\$600.00

General Fund (0001)	\$7,636
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Date	Given	Count	Pledged	Count	Date	Given	Count	Pledged	Count
11/02/2020	1,080.00	11	0.00	0					
11/08/2020	810.00	8	0.00	0					
11/12/2020	250.00	1	0.00	0					
11/22/2020	90.00	3	0.00	0					
11/29/2020	4,245.00	8	0.00	0					
12/13/2020	1,161.05	8	0.00	0					

General Fund (0001)

	Offerings	# Offerings	Avg./Off.
Total Pledged:	0.00	0	\$0.00
Total Unpledged:	7,636.05	39	\$195.80
Total Given:	\$7,636.05	39	\$195.80

Special Projects (Unspecified) (0006)	\$1,036
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Date	Given	Count	Pledged	Count	Date	Given	Count	Pledged	Count
11/22/2020	35.80	1	0.00	0					
11/29/2020	1,000.00	1	0.00	0					

Special Projects (Unspecified) (0006)

	Offerings	# Offerings	Avg./Off.
Total Pledged:	0.00	0	\$0.00
Total Unpledged:	1,035.80	2	\$517.90
Total Given:	\$1,035.80	2	\$517.90

Report Totals

	Offerings	# Offerings	Avg./Off.
Total Pledged:	0.00	0	\$0.00
Total Unpledged:	9,271.85	42	\$220.76
Total Given:	\$9,271.85	42	\$220.76

Pastor-Church Council Meeting, December 8, 2020

1) Property

- a) Anthony (and Antonio his son) are doing a great job.
- b) Security: The keys to the padlock are being distributed to those who need to get in. I have kept a list and it is with the undistributed keys in key box in Pastor's office.
- c) Louie has been weeding and cleaning around the outside of the church.
- d) We will need more sanitizing supplies and other virus protection items as we get more people into building for worship. I bought some the other day. We also need small trash can size trash bags.
- e) I had contacted Carlo and got him a key to gated area..
- f) The outside timer for the lights on porch and immediate side of building does not seem to be functioning correctly.

2) Worship

- a) We have opened up for in building worship, and doing ZOOM, since April/May.
- b) I am still putting together a weekly exposition of text and hymns for the members and have them to them before end of week either by email or mail.
- c) We will continue not having a fellowship time following worship for a while.
- d) Advent/Christmas
 - 1) We have been using the new Advent/Christmas Power Point
 - 2) There will be no midweek evening Bible study through Advent, like in the past.
 - 3) Christmas Eve Candlelight service will be at 7:00pm. What has been proposed is that we purchase some commercially individually packaged wine and bread sets, and put them in a plastic bag along with a candle,(and ZOOM info). Bags are done (thank you Aldredges), 100 of them. They can be picked up now.
 - 4) Hanging of the Greens is done and the Luminarias will be out Christmas Eve, thank you to Kristi A. getting the sets and Robert Hauge family and whomever else wants to help set them up and light them..
 - 5) Christmas Day service will be on Christmas Day at 10:30 am.
- e) Our Sunday weekly attendance (in house and ZOOM estimates) from January 1 to November 30, 2020, was 24.

3) Rocky Mountain Synod and ELCA

- a) We are working on getting the 2019 ELCA required changes into our constitution.
- b) We have been keeping up our regular contributions to the RMS (and ELCA).
- c) We will be starting in January to use electronic contribution forms with Synod office.

4) Financials

- a) Thank you to all for helping us keep solvent. The bills are being paid and doing okay.
- b) The fourth quarter and end of year reports will need to be made ready to go to everyone by either digital or paper.
- c) Contributions have come in by mail, in person or electronically.

- 5) Office Situation
 - a) Emily is doing quite well taking care of our weekly and monthly projects.
 - b) Thank you to Ron K. for getting us another case of paper for the copier.

- 6) Kennedy Middle School

They have a temporary (interim) community communicator and Edna Torres is working to get things going again. Messiah in conjunction with Albertsons and KMS will be providing to 10 anonymous families of KMS approximately \$100 worth of staple food for said families. We can do more giving to help with hunger if we wish.

- 7) Other (Things we do not want to forget.)
 - a) SWAP MEET at Messiah parking lot has been postponed. Future unknown.
 - b) Youth Gathering next summer in Minneapolis. Will keep you informed.
 - c) Trunk or Treat in October will need to be thought through so we can still do it, if we wish and when. Possibly a Spring event.
 - d) We do plan to start up slowly some of our regularly monthly activities.
 - 1) The Wednesday morning Bible study has been meeting since June 17, 2020. I clean the best I can and we meet well spaced out in the Fellowship Hall.
 - 2) The Men's Bible study will not begin for a few months.
 - 3) MLCW has chosen to wait for a while before starting up again.
 - 4) Sew and Share is still waiting to getting started. They will be finishing and making ready a high school graduation quilt for Thade H.
 - 5) Craft Club did have restarted their meetings since Wed. Night the 4th of Nov.
 - e) Rising Sun Christian Community
 - 1) They will probably not be worshipping here in the building until right before Christmas.
 - f) Annual Meeting
 - 1) The Annual Meeting date, time and location has been set for Sunday, January 17, 2021.
 - 2) Nomination Committee for finding volunteers to fill seats being vacated by end of term, for 2021.
 - 3) Budget Planning Committee to set budget for 2021.
 - g) Tony did some more of his "narrative" project of school on Sunday, Dec. 6. During worship. We will have some hymns on Dec. 13 chosen by those worshipping.