

January 18, 2024, 6:00 pm

- 1) Dinner in Room 40- 6 pm
- 2) Call to Order - Val Velde
- 3) Childcare and Preschool Update -Sher - 6:30 pm
- 4) Attendance – establish quorum
- 5) Approval of current agenda
- 6) Approval of prior month's minutes
- 7) Organ Project Team Update - Erik
- 8) Love God Strategic Goal: *Children and Families, Youth and Young Adults Events* - Update
- 9) Love Neighbor Strategic Goal: *Community Engagement: Community Needs Assessment* Update
- 10) RLC Resource Strategic Goal: *Volunteer Management Project* Update
- 11) Nominating Committee Update - Jim Stark
 - a) Request for candidate names
- 12) Discussion - Change in timing of posting council minutes
- 13) Finance Reports – Laurel Hofeldt
- 14) Questions on Monthly staff reports (stand as written)
 - a) Senior Pastor – Lauren Wrightsman
 - b) Associate Pastor – Marty Wyatt
 - c) Pastor of Youth and Young Adult Engagement - Tori Kraus
 - d) Church Administrator – David Booms
- 15) Questions on Committee liaison reports (stand as written)
 - a) Mission & Outreach – Karen Rogers
 - b) Endowment – Sarah Richter
 - c) Justice & Congregational Learning - Andrew Olson
 - d) Small Groups and Care Team - Pam McCulloch
 - e) Children, Youth & Families - Nancy Brown
 - f) Community Engagement – Linda Werner
 - g) Finance Committee - Erik Storlie
- 16) New Business
 - a) Link to [Strategic Plan](#):
- 17) Upcoming Meeting Dates:
 - a) Thursday, February 15th - zoom 7 pm
 - b) Thursday, March 21st - zoom 7 pm

Council Agenda

January 18, 2024, 6:00 pm

- c) Thursday, April 18th - in person 7 pm
- d) Thursday, May 16th - zoom 7 pm
- e) Thursday, June 20th - zoom 7 pm
- f) Thursday, July 18th - zoom 7 pm
- g) Thursday, August 22nd - in person (and run through of annual meeting). 6 pm

18) Headlines – Recap key communications messages for next 30 days

19) Adjournment

20) Closing prayer

Council Minutes

January 18, 2024, 7:00 pm

Minutes: Jim Stark- Draft Until Approval at the February Council meeting.

Virtual Council Meeting: Zoom

<https://us02web.zoom.us/j/85908597498>

Meeting ID:

Link to [Strategic Plan](#):

1. Call to Order - Val Velde
2. Attendance (established quorum)
3. Council/Staff Val Velde, Erik Storlie, Jim Stark, Linda Werner, Pam McCulloch, Andrew Olson, Nancy Brown, Sarah Richter, and Karen Rogers. Staff: David Booms, Laurel Hofeldt, Pastors Lauren, Marty
4. Absent: David Booms, Rebecca Field ,Pastor Tori
5. Approval of current agenda: accepted by consensus.
6. Approval of the previous month's minutes: (Note: Minutes will be made available to council, and staff, within 48 hours of a council meeting. Corrections will be accepted for 7 days. At that time, the combined council document file will be sent to the church administrator for prompt posting as a draft (until the next council meeting) for the church website. Approved without dissent.
7. Discussion with Sher Noot, Director of RLC Preschool and day care programs: Sher described the child-care and pre-school programs, Childcare facilities have been improved. The two programs have been brought into parallel management processes. The program has grown since Covid but numbers still remain fewer than before the pandemic. The pre-school has been refreshed and updated. Due to a lack of qualified staff, this years' start was delayed until November. Staffing is a challenge. Financially, income is running below budget, with some inherited debt. Sher thinks the programs can be profitable in the future. Needs include competitive staff and improved facilities including a friendship bench and playground facilities. The council needs to consider prioritizing needs.
8. Organ Project Team Update: Report as submitted. Pledge contributions have been positive. Positive acknowledgements to the organ team (\$759,000 pledged; \$326,00 cash on hand). Organ team is working hard on several implementation related projects.
9. Love God Strategic Goal: Small Group Formation Process – No Update-- Working with a consultant to develop volunteer management process.
10. Love God Strategic Goal: Children and Families, Youth and Young Adults Events – see staff reports for progress.
11. Love Neighbor Strategic Goal: Community Engagement: Community Needs Assessment: No Update
12. RLC Resource Strategic Goal: Volunteer Management Project Update. Continuing to ask for input from staff and council members - if you entered a volunteer opportunity on the [Volunteer Opportunities](#) spreadsheet, please add a brief description of the Volunteer opportunity in column E (may include specifics about timing, etc.) as well as include the column J-- Coordinator Contact Information. Working with a consultant to develop a volunteer management process. The task force met two times and is moving forward. Progress depends, partially, on the outcome of the website design.
- 13.

Council Minutes

January 18, 2024, 7:00 pm

14. **Nominating Committee Update:** Jim Stark: Discussion regarding requests for candidate names. It is really important that we get council input. Call has gone out to the congregation.
15. Finance Reports (See the full report for details) Some highlights—December Financial Summary: Offerings were \$44,502 behind budget for December (through November ,only \$1,432 behind budget). This Leads to \$49,935 offering shortfall compared to budgeted offerings year-to-date. Assets released from restriction are \$18,741 more than budget .This is a result of Designated/ Restricted Funds review. Expenses \$43,597 lower than budget (staffing). Cashflow year-to-date \$13,841 better than budget. Year-to-date givers: 506 actuals, versus 528 in the prior year. Organ Fund \$367,543 in cash. Covid Recovery Employee Retention Funds through IRS. RLC has applied for about \$133,000 of these funds. Due to fraud, the IRS is looking at these very carefully, leading to delays. It is not clear when this money will be paid. \$100,000 is included in the budget for this year. **Designated/Restricted/Special Activities Fund:** Laurel and Erik met with Rebecca Field, CPA, regarding donor restricted funds. Recommended policy is to use restricted funds (funds given with a purpose restricted by the donors) only for ongoing expenses that fit the donor's intent, rather than waiting for special projects/needs/asks. In other words, it is acceptable to use restricted funds to cover budgeted expenses, as long as they are used for their general restricted purposes. Example: Children's Ministry restricted funds may be used to pay the salary of Children's Ministry Leader. Discussion point that donors don't give money with the hope that it will sit in a fund, unused, for years. Designated funds should be discussed at Finance and brought to Council to consider the best use for these funds on a regular basis. Restricted funds are restricted for the purposes given unless action is taken by the council to release the funds. In that case, an attempt should be made to contact the donors. See suggested policy statement below.
16. **Monthly staff reports (see written reports unless noted below)**
 - Senior Pastor – Lauren Wrightsman: see her report on the Faithful Hospitality Program request. Like Project Home but for immigrants. Council approved further exploration of the program.
 - Associate Pastor – Marty Wyatt (anti-racism education focus in the fall) Dresser builds on January 21 and 28))
 - Pastor of Youth and Young Adult Engagement - Tori Remer (good news-confirmation program is growing, more leaders are needed)
 - Church Administrator: David Booms. Insurance has dropped Roseville Lutheran. An alternative is being sought. Approved request for water leak repair in kitchen storeroom using kitchen designated funds up to \$1000. m/s. Andrew/ Sarah; approved without dissent.
 - Questions on Committee liaison reports (stands as written unless noted below)
 - Mission & Outreach – Karen Rogers: Looking for ways to make members aware of programs.
 - Endowment – Sarah Richter; no report.
 - Justice & Congregational Learning - Andrew Olson' Justice/Racism emphasis through ONAM this year is likely with funds from Roseville Community Foundation

Council Minutes

January 18, 2024, 7:00 pm

- Small Groups and Care Team - Pam McCulloch
- Children, Youth & Families - Nancy Brown
- Community Engagement – Linda Werner
- Finance Committee - Erik Storlie

17. New Business:**18. Upcoming Meeting Dates:**

Thursday, February 15th - zoom 7 pm

Thursday, March 21st - zoom 7 pm

Thursday, April 18th - in person 7 pm

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Thursday, August 22nd - in person (and run through of annual meeting). 6 pm

Headlines and Congregational Messages: (Recap key communications messages for next 30 days.

Communication and Outreach Points of Emphasis:

- Organ work is in progress. \$30K payments are required each month. Encourage those who have pledged to fulfill their pledges early in each of the years. Thanks to the contributors, staff and organ team.
- Faithful Hospitality Program to be uplifted for consideration.
- Uplift all the good works and ministry of the childcare program.

Adjournment Pam/Karen: passed without dissent.

Closing prayer: Pam

Suggested Council Policy: Designated/Restricted Funds:

Definitions: Designated funds are non-specified gifts to the congregation and where the gift's purpose is designated by the church council. Restricted funds consist of gifts restricted for the general purposes given.

Policy: The congregation's policy is to avoid using designated or restricted funds for budgeted expenses. However, when necessary, these funds may be used for budgeted, or non-budget, expenses. In these cases, restricted funds may be used for expenses that fit the general intent of the donor. Designated funds may be used at the discretion of the church council. Restricted funds may be released from restriction by the church council, when the restrictions no longer fit the goals or needs of the congregation. In that case, an attempt should be made to contact and to explain this to the donors.

Senior Pastor Report- December 2024

Lauren J. Wrightsman

Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns raised.

1) Christmas Eve / Day services

Due to Christmas Eve falling on a Sunday, we had one morning Christmas Eve worship service, followed by our 3:00, 4:30 and 9:00 p.m. services. In person attendance increased by 31% from 2022 to 2023. When we compare BOTH online and in-person attendance from 2019 (pre-pandemic) to 2023, we experienced a 5% growth in attendance between the two years. We are still not at pre-pandemic in-person levels.

2) Organ Project Team - Please see Organ Project Team report

3) Hospitality Coordinator

Welcome Will Flores! Will joins us as Hospitality Coordinator. He will be officially welcomed at services on Sunday, January 23rd.

Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove?

1) Volunteer Engagement - This project team is up and running.

2) Project Team Charters

Council liaisons will be working with their project teams to create a charter. This is a great opportunity for teams to become familiar with the new organizational model as well as for teams to talk through their roles in our shared ministry.

3) Signage for Reconciling in Christ will begin to appear on signage both in and outside of the building. Once warmer weather resumes we will also hang the flag (per flag regulations) under the US flag.

4) Faithful Hospitality - New initiative by Interfaith Action for us to partner with them to provide housing for recent immigrants, similar to our previous work with Project Home. I will be reaching out to some of those who participated as project leads, as well as the Immigration Team.

*Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might Council provide to help support their efforts at this time? **None at this time***

Associate Pastor, Marty Wyatt

January 2024

Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns.

- Christmas was a busy time!
- Crash Course and Confirmation both continue to go well
- Guatemala Service Learning Trip Planning
 - Much work going into getting this new ministry off the ground: partnership conversations, flights, getting congregational buy-in, educating congregation, arranging details, finances, etc
- Immigration Project Team working on Refugee Donation Drive taking place now
- Riverside Innovation Hub Team went on a Prayer Drive around the neighborhood and is starting to explore Accompaniment phase together.

Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove?

- Guatemala Service Learning February 17-26- 8 people from RLC are going to help build a classroom, with our guides Woody and Lety Gillette
- Riverside Innovation Hub work continues with team meetings and Accompaniment Learning Event at Augsburg in January
- JustMove w/ ONAM-this will be a 6 week education session offered to RLC members and friends and other faith communities as well. Dates: Monday Nights, Sept 30-Nov 4, 6:30-8:30pm Please mark your calendars now!
- Dresser Build- Working with CYF and Mission and Outreach Partnerships plus Bridging folks to really make this a joint effort across the congregation instead of siloed in one area-we'll have coffee upstairs on January 28th-come join the fun!
- Roseville Area Schools Community Advisory Board- This group is highlighting faith communities and their relationships with schools in our January meeting and has asked RLC to lead this conversation. One of the focuses will be what our relationship with schools is (especially Central Park) and how other faith communities might replicate that relationship-that's really neat!
- Children's Ministry Task Force: Just a reminder that this Task Force needs to continue their work into January and maybe February (instead of ending in December as originally planned)
- Would like to start an email list of those members interested in the "love your neighbor" ministry teams so that we can send those who are interested more information in a concentrated way-like a concentrated e-blast- this continues to be a desire but I do not have the capacity to take it on at this time

Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might Council provide to help support their efforts at this time? None at this time

Pastor of Youth and Young Adult Engagement

January 2024

Tori Kraus

Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns.

- Young Adult
 - 20/30s at Blackstack Brewing
 - Attended Gather, a monthly/quarterly, Twin Cities Young Adult led and centered worship service.
 - Continuing with these events. Gathering together is important, however in conversation with young adults, most are not looking for an extended “youth group,” but really looking to be a part of the church. How do we incorporate and lean into young adults and their skills in leadership, events, worship, etc.?
- Confirmation
 - Program continues to grow, added another two students this month. 53 students total
 - Good on Small Group Leaders and Lenten Mentors.
 - This year, the Holy Spirit was at work connecting Lenten Mentors. I randomly assigned students and from those everyone seemed to have some sort of previous connection. Nancy Brown and Pam McCulloch can speak more to this.
- Lock- In (Nancy Brown can speak to this)
 - 26 youth attend, 4 parent volunteers, 2 high schoolers volunteer
 - Inflatables, games, karaoke, pizza, and ice cream sundaes
 - It was a great time!
- Contemplative and Spiritual Practice Group
 - 10-15 meeting monthly from 7-9pm
 - We’ve done journaling, listening, St. Ignatius, and other practices
 - Retreat for it is Feb. 24

Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove?

- Tori & Jenna at the Extravaganza in New Orleans Jan. 16-21
- Dresser Build is Jan. 24 & 28 in partnership with M&O
- Feb. 1 – Young Adult Pizza Night at Pastor Tori’s house
- Feb. 2 – Youth Snow Tubing
- Feb. 19 – Youth Bouldering Event

- Pastors Tori & Marty will be Guatemala from Feb. 17-26
- March 1-2 – 9th Grade Retreat

Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might Council provide to help support their efforts at this time?

Pray – it is a busy, but good season. Prayer for well-being, energy, rest, and patience.

Ministry: Children's

Date: 1/17/24

Prepared by: Jenna Baccam

Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns.

- We have started a new monthly (ish) family gathering time called 'Family Fellowship'. It is a time for families of those involved with our children's ministry to come together and spend a quick half hour together between worship times. We had our first one earlier this month and it went great! This seemed to be a huge need in our children's community. People just want to have relationships with one another and dive deeper into the church community here.
- I have been experimenting with a rotating schedule for RLC Kids. One Sunday we have a craft, the next is a science project, then a game, and so on and so forth until we start over with a craft again. I am hoping this will give kids a variety of ways to learn about faith, while also tending to the many different interests they have.
- We have moved storytime up in our worship schedule! It is now just after the opening song/hymn. This was from a lot of feedback where parents and families want to have RLC Kids be longer, but myself and other staff would like kids to still be involved with worship and communion. We are hoping this extra 10 minutes will provide more time for kids to be together.

Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove?

- I am wanting to connect more with our preschool program. I have had a meeting with Sher, but would like to know if there are any other ideas and opportunities where I could get myself involved with her ministry. We discussed that this would be an easy way to advertise our areas of ministry for the both of us and want to strengthen our partnership.
- Pastor Tori and I will be starting to ask families to join us to help serve communion twice a month. One communion Sunday, Tori will ask a confirmation or youth family to help her serve communion, and the other Sunday I will ask one of my childrens ministry families. We are hoping this will make communion seem a lot less intimidating and accessible to everyone, even our children!
- I would like to highlight our bulletin board again, located just outside the worship center bathrooms in the hallway. It has an abundance of information for both youth and childrens ministry, including upcoming events and ways to get involved. I feel like it doesn't get a whole lot of attention, and I am wondering if there is a different place it could be? Or if there is a way we could advertise this?

Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might Council provide to help support their efforts at this time?

FAITHFUL HOSPITALITY - Interfaith Action of Greater Saint Paul

- **Interfaith Action of Greater St. Paul** is a non-profit organization that unites people, resources, and the voice of the faith community to build a more just, safe, and livable Greater Saint Paul for all. They mobilize diverse faith and spiritual communities to engage in work that supports their neighbors' stability and economic mobility. They offer various programs such as Faithful Hospitality, Opportunity Saint Paul, and Community Power-Up. www.interfaithaction.org
- RLC has partnered with Interfaith Action when we hosted **Project Home**. RLC participated in Project Home for 5 years, until the pandemic, hosting families during the month of February in our lower level education rooms. Project Home now has a settled location and assists families with housing, employment, support services, and much more.
- Interfaith Action has reached out to RLC to see if we would be interested in participating in a 15-month pilot program, similar to Project Home called **Faithful Hospitality**.
 - Hennepin County shelters are over 300% capacity right now. Largely, this is due to the influx of asylum-seekers arriving from the US-Mexico border. These families are from Latin American countries like El Salvador and Ecuador. Temporarily, folks are staying at a Bloomington hotel. But there is no more room and families are being turned away. While temperatures dip below freezing, kids in Crocs with no jackets are huddling in the doorway. This is heartbreaking, and unacceptable.
 - Interfaith Action is uniquely poised to respond to this urgent need. In a few short weeks this February, we will launch our new program initiative, *Faithful Hospitality*. For over 20 years, we ran a mobile shelter that housed families at area houses of worship. We've been able to use this model in our planning for this new initiative.
 - We are asking our trusted partners from houses of worship to take up courage and help us respond to this need. Through a contract with the state of Minnesota, Interfaith Action has received funding to run Faithful Hospitality, including a \$5,000 monthly stipend given to houses of worship who host families overnight.
 - This is an opportunity for your community to live out its values and we will be right there beside you at every step of the way to provide support.
- We are seeking council approval to gather together a project team to assist us in finding volunteer support. 2 volunteers would be needed 7:00 p.m. - 7:00 a.m. All meals will be off-site.

Ministry: Shared Services

Date: Jan. 16, 2024

Prepared by: David Booms

Shared Services Administration

- Church Mutual gave notice that they will not carry us effective March 1, 2024. Have engaged an insurance brokerage firm (Bullis Insurance Agency) to find coverage. Will likely see an increase.
- Overseeing post ransomware attack analysis
 - Church Mutual/ Beazley are our insurance contacts
 - Constangy & Booz Allen Hamilton Inc. are the firms I recommend moving forward with for Forensics and assessing legal obligations.
- Managing daily operations and maintaining office supplies and records.
- Oversee security system
- Coordinating, planning, and executing church events.
- Participate in Project Teams, pay bills and oversee staff payroll.
- Working on Hospitality transition
- Managing Vendor relations
- Booking Winter/Spring events

Communications - January 2024

- Website “Critical Path” meetings continue. It is good to have lay leadership involved with staff and clergy. This process is revealing some opportunities in our current systems (new members, visitors, small groups, volunteering) and will be a useful way to help focus our efforts in those areas.
- **TABLE Deadline is Thursday, Feb. 1** for the March-April-May issue of the newsletter. Please send info to Daniel dpederson@rosevillelutheran.org
- Volunteer Management system meetings continue. Thankful for strong lay leadership on this team. Exploring the capabilities of Shelby This work is in tandem with the website update.
- Ash Wednesday/Lent/Holy Week events in planning and support.
- pRAISE RLC planning is starting. Tentative dates are April 28 - May 2, 2024
- Discussions beginning regarding updating our signage (outdoor as well as indoor). Design, scope, cost, etc. Where does this fall budgetarily?

Building & Grounds

Facility Projects

- Recap of 2023
 - Expenditures-from July 2023 through and including December 12, 2023 for 80 Sustaining Properties & Building accounts beginning with 58510 (refuge removal) through and 58575 (Fire Sprinkler Extinguisher).
 - Approved Budget total for accounts noted above is \$ 58,325. This amount excludes utilities -gas, electric,water, etc. and represents charges tracked through invoices, CC statements by myself.
 - Amount spent to date. \$ 10,865.
 - Difference. \$ 47,460.
 - Significant Expenses
 - \$ 1600.00 for new air compressor pump and HVAC technician service call to realign air flow at a cost of \$ 1100.00.
 - Inventory Savings
 - Savings from facilities consumables has almost expired. Replenishment stock will need to be purchased at minimal inventory levels resulting in a cost of about \$ 300.00 a month going forward.
 - Future expenses that could impact the 80 Sustaining Properties and Building accounts
 - Snow plowing-arrangements are in place that allow discretionary judgment (by RLC) to supersede contract language. RLC can (without penalty) bypass a snow event, modify the areas to be snow plowed, and frequency of visits. This arrangement originally went into place the previous winter of 2023.
 - Mechanical failures to RTU's (roof top units), McQuay heating and cooling unit and boilers which can result from aging and wear and tear.
 - Continued Savings for RLC
 - Continued management of snow plowing contractor, inhouse lawn mowing and landscape care, inventory levels not to exceed one month. Monitoring water used for irrigation. Use of set-back thermostats and all set point temps on thermostats are set.
- Improvements
 - Design, engineer, install solar light panel for monument on Roselawn Ave.

Hospitality: Introducing Will Flores

My name is Will Flores and I am your new Hospitality Coordinator! My wife Brittany and I, along with my two children, recently moved to the Twin Cities area from Wausau, WI and have found a great blend of the city and Midwestern values that we want our children to grow up amongst. We enjoy most outdoor activities (in the summertime), especially those that involve the water. We both have an affinity for the arts and a love for family. I have had the pleasure of opening up and operating a New York style Pizzeria called Polito's Pizza across the street from where I played high school football as well as the opportunity to oversee a few different kitchens as an Executive Chef. From elegant fine dining to casual high volume, I have been lucky enough to experience success in a multitude of positions. For a few years I was also an active member and Ambassador with the Wausau Region Chamber of Commerce. I have found that a true desire to better your community and empathy for all people involved are the fundamental aspects of any successful organization and I am looking forward to bring you all a true "Community Through Food" that is rooted in fellowship and brought to realization through Faith.

Staff / Ministry: Preschool and Childcare

Date:

Prepared by: Sher Noot

Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns.

Staff / Ministry: Finance Committee

Date: 1/18/2024

Prepared by: Erik Storlie

Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns.

- Present: Laurel Hofeldt, Nick Velde, Merle Gaedy, Erik Storlie, Lauren Wrightsman. Absent: Gayle Gedstad
- December Financial Reports
 - Month end financial summary
 - Offering \$44,502 behind budget for December alone (through November, only \$1,432 behind budget). Leads to \$49,935 offering shortfall compared to budget year-to-date.
 - Discussion about why this might be.
 - This is a large effect. Finance will watch what happens to offerings in January.
 - Assets released from restriction \$18,741 more than budget.
 - This is a result of Designated/Restricted Funds review by Rebecca Field, Laurel Hofeldt, and Erik Storlie
 - Expenses \$43,597 lower than budget (staffing).
 - Cashflow year-to-date \$13,841 better than budget.
 - Year-to-date givers 506 actual versus 528 prior year
 - Organ Fund \$367,543 in cash.
 - Designated Fund Summary
 - Laurel Hofeldt, Rebecca Field, and Erik Storlie met again to go through the Designated/Restricted Funds. This work is nearly complete.
- 2023 Year-End Reporting to be completed by January 31st
 - Donor Records of Giving
 - W-2s, 1099s,
 - Payroll Tax Returns
- Question regarding Covid Recovery Employee Retention Funds through IRS.
 - RLC has applied for ~\$133,000 of these funds. In prior years, they were processed quickly. Due to rampant fraud, the IRS is looking at these very carefully, leading to delays. It is not clear when this money will be paid.
 - \$100,000 is included in the budget for this year.
- Upcoming Meeting Dates
 - Monday, February 12, 2024 7:00 p.m. Zoom

- Wednesday, March 20, 2024 7:00 pm Zoom

Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove? None at this time.

Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might Council provide to help support their efforts at this time? None at this time.

Director of Finance

1/18/2024

Prepared by: Laurel Hofeldt

Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns.

- December Month-End Financial Summary and Restricted Fund Summary are attached for your review. Please refer to Finance Committee Report submitted by Erik Storlie for details.
- Ransomware Attack 11/20/2023:
 - Finalizing the transition to new checking accounts, bills that auto pay, online donations and other deposits, etc.
- December kept the finance office busy processing year-end offering, organ donations, love lights, Christmas garden, sharing tree. Thanks to Tammy Swanson for putting in many hours to make sure this all got done!

Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove?

- 2023 tax year reporting to happen in January
 - Employee W-2s and contractor 1099s to be issued
 - Calendar year-end giving statements to be mailed to all donors of \$100 or more
 - Federal and state payroll tax returns to be filed.
- Continue review of Restricted/Designated/Special Activities fund for money that can be released into operations as restrictions are met.

Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might Council provide to help support their efforts at this time?

Roseville Lutheran Church

December 2023 Month-End Financial Summary

Church Operations 2023-2024							Prior Year Comparison	
	Dec Actual	Dec Budget	Dec Variance	YTD Actual	YTD Budget	YTD Variance to Budget	2022-2023 YTD Actual	Current YTD Comparison to Prior YTD Actual
Offering	138,497	182,999	-44,502	533,251	579,185	-45,935	569,649	-36,399
Other receipts	5,053	6,142	-1,089	36,288	38,850	-2,562	39,139	-2,851
Assets Released from R	8,760	2,583	6,177	34,241	15,500	18,741	9,500	24,741
Total Receipts	152,310	191,724	-39,414	603,779	633,535	-29,756	618,289	-14,509
Compensation & Staff	76,422	82,902	-6,480	480,186	500,286	-20,100	528,973	-48,786
Program Ministries	17,136	12,377	4,759	58,814	66,067	-7,253	77,028	-18,214
Business Management	12,819	9,893	2,925	68,595	66,785	1,810	60,032	8,562
Property & Building	8,760	12,245	-3,485	47,965	66,020	-18,055	94,171	-46,206
Total Expenses	115,136	117,417	-2,281	655,560	699,157	-43,597	760,204	-104,644
Net	37,174	74,307	-37,133	-51,781	-65,622	13,841	-141,915	

Number of Givers 2023-2024			Prior Year	
	YTD through Dec		2022-23 YTD Thru Dec	
	# Givers	Avg Giving	# Givers	Avg Giving
General Fund	415	\$ 1,237	447	\$ 1,184
Total All Funds	506	\$ 2,032	528	\$ 1,258

Fund Balances:

Available Cash & Short-Term Investments	508,670
Organ Fund	367,543
Other Designated/Restricted/Special Activities	306,609
Preschool/Child Care Fund	(80,088)
Operating Fund	(85,394)

Endowment Fund

Cash	8,440
Investment	653,465
Total	661,906

Designated Fund Summary for Period 6 December
Company: 1 Roseville Lutheran Church
Fiscal Year: 23-24

Fund Name: 1 RESTRICTED/DESIGNATED/

	<u>Beg. Balance</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Ending Balance</u>
FUND BALANCES				
RESTRICTED BY DONOR				
BUILDING FUND				
30113 Building Fund (Gifts after 6	\$21,865.65	\$909.00	\$9,070.06	\$13,704.59
TOTAL BUILDING FUND	\$21,865.65	\$909.00	\$9,070.06	\$13,704.59
EDUCATION & CHILDREN'S				
30505 Children's Ministry Gifts	\$18,348.63	\$0.00	\$0.00	\$18,348.63
30530 Library Fund	\$508.81	\$0.00	\$0.00	\$508.81
30560 Bible Fund	\$586.14	\$0.00	\$0.00	\$586.14
TOTAL EDUCATION & CHILDREN'	\$19,443.58	\$0.00	\$0.00	\$19,443.58
WORSHIP & MUSIC				
31120 Brass Fund	\$330.00	\$0.00	\$0.00	\$330.00
31130 Jazz Band	\$4,526.18	\$3,855.60	\$340.20	\$8,041.58
31150 Music Ministry	\$734.83	\$5,506.50	\$6,357.02	(\$115.69)
31155 Organ Fund	\$298,444.02	\$132,668.09	\$63,569.34	\$367,542.77
31160 Chancel Fund	(\$89.99)	\$1,155.00	\$0.00	\$1,065.01
31161 Christmas Garden	\$0.00	\$814.73	\$1,629.46	(\$814.73)
31200 Children's Choir	\$645.00	\$0.00	\$0.00	\$645.00
31230 Vets Worship Services	\$3,465.03	\$0.00	\$0.00	\$3,465.03
TOTAL WORSHIP & MUSIC	\$308,055.07	\$143,999.92	\$71,896.02	\$380,158.97
STEWARDSHIP				
31520 Memorials	\$11,201.80	\$225.00	\$0.00	\$11,426.80
TOTAL STEWARDSHIP	\$11,201.80	\$225.00	\$0.00	\$11,426.80
PROPERTIES MANAGEMENT				
TOTAL PROPERTIES MANAGEMEN	\$0.00	\$0.00	\$0.00	\$0.00
CHRISTIAN LIFE				
32501 Communications	\$800.00	\$0.00	\$0.00	\$800.00
32510 Quilters	\$7,248.89	\$0.00	\$0.00	\$7,248.89
32530 Prayer Team	\$2,177.79	\$0.00	\$0.00	\$2,177.79
32538 Prayer Shawls	\$1,117.04	\$0.00	\$0.00	\$1,117.04
32540 Parish Nurse Ministry	\$1,628.99	\$0.00	\$0.00	\$1,628.99
32545 Care Team Ministry	\$3,179.85	\$0.00	\$0.00	\$3,179.85
32562 Pop Fund	\$43.11	\$48.00	\$0.00	\$91.11
32600 Design Committee	\$3.62	\$0.00	\$0.00	\$3.62
32620 Festival for Change	\$4,175.00	\$0.00	\$0.00	\$4,175.00
TOTAL CHRISTIAN LIFE	\$20,374.29	\$48.00	\$0.00	\$20,422.29
MISSION & OUTREACH				
33125 Mission & Outreach Restric	\$12,685.75	\$2,752.25	\$1,280.00	\$14,158.00
33130 Loaves & Fishes	\$1,041.05	\$1,531.12	\$3,415.02	(\$842.85)
33150 World Hunger	\$930.00	\$15.00	\$0.00	\$945.00
33170 Foodshelf	\$5,200.97	\$34.56	\$0.00	\$5,235.53
33171 Feed My Starving Children	\$5,048.09	\$0.00	\$0.00	\$5,048.09
33172 Project Home	\$550.00	\$0.00	\$0.00	\$550.00
33190 Good Samaritan Fund	\$3,266.55	\$925.28	\$10.00	\$4,181.83
33198 Slovakia School	\$3,873.99	\$0.00	\$0.00	\$3,873.99
33205 M & O Discretionary	\$7,334.91	\$12,287.81	\$7,162.65	\$12,460.07
33235 Tanzania Mission	\$4,853.19	\$0.00	\$0.00	\$4,853.19
TOTAL MISSION & OUTREACH	\$44,784.50	\$17,546.02	\$11,867.67	\$50,462.85
YOUTH MINISTRIES				
34110 Camp Scholarships	\$24,073.75	\$40.00	\$0.00	\$24,113.75
34111 First-time Camper Scholars	\$10,000.00	\$0.00	\$0.00	\$10,000.00
34115 Youth Fundraising	\$5,385.01	\$1,551.65	\$3,052.59	\$3,884.07
34195 Senior High Leadership Tea	\$4,100.00	\$0.00	\$0.00	\$4,100.00
34210 Youth Ministry Memorial	\$2,344.40	\$0.00	\$1,161.00	\$1,183.40

34250 Young Adult Ministry	\$1,071.68	\$20.00	\$76.77	\$1,014.91
TOTAL YOUTH MINISTRIES	\$46,974.84	\$1,611.65	\$4,290.36	\$44,296.13
OTHER RESTRICTED BY DONOR				
36100 RLC Endowment Fund	\$1,260.00	\$2,269.00	\$0.00	\$3,529.00
36600 Special Designation	\$1,733.41	\$800.00	\$6,170.00	(\$3,636.59)
TOTAL OTHER RESTRICTED BY D	\$2,993.41	\$3,069.00	\$6,170.00	(\$107.59)
TOTAL RESTRICTED BY DONOR	\$475,693.14	\$167,408.59	\$103,294.11	\$539,807.62
DESIGNATED BY COUNCIL				
37100 Investing Earnings Fund	\$1,614.75	\$4,730.31	\$0.00	\$6,345.06
37280 Estate Gifts	\$54,022.49	\$0.00	\$0.00	\$54,022.49
TOTAL DESIGNATED BY COUNCIL	\$55,637.24	\$4,730.31	\$0.00	\$60,367.55
SPECIAL ACTIVITIES				
CHILDREN'S MINISTRY				
38132 Summer Programming	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL CHILDREN'S MINISTRY	\$0.00	\$0.00	\$0.00	\$0.00
MISSION TRIPS				
38200 Guatemala Trip	\$4,500.00	\$1,500.00	\$2,219.27	\$3,780.73
TOTAL MISSION TRIPS	\$4,500.00	\$1,500.00	\$2,219.27	\$3,780.73
COMMUNITY EVENTS				
38310 Night in the Narthex	\$75.00	\$0.00	\$0.00	\$75.00
TOTAL COMMUNITY EVENTS	\$75.00	\$0.00	\$0.00	\$75.00
SMALL GROUP MINISTRY				
38400 Contemplative Practices	\$3,887.99	\$39.29	\$78.58	\$3,848.70
TOTAL SMALL GROUP MINISTRY	\$3,887.99	\$39.29	\$78.58	\$3,848.70
PROPERTIES MANAGEMENT				
38515 Table & Chair User Fees	\$0.00	\$20.00	\$0.00	\$20.00
38550 Site Beautification	\$2,680.48	\$44.92	\$229.84	\$2,495.56
38580 CEE Loan #728	(\$5,416.51)	\$0.00	\$0.00	(\$5,416.51)
38581 CEE Loan #800	(\$2,750.12)	\$706.71	\$0.00	(\$2,043.41)
38590 Insurance Claim Sprinkler S	\$23,810.56	\$0.00	\$0.00	\$23,810.56
TOTAL PROPERTIES MANAGEMEN	\$18,324.41	\$771.63	\$229.84	\$18,866.20
CHRISTIAN LIFE				
38716 CD Praise and Worship Ban	(\$1,450.00)	\$0.00	\$0.00	(\$1,450.00)
38774 Men's Ministry	\$128.00	\$48.00	\$0.00	\$176.00
38777 Life Ministry Events	\$0.00	\$0.00	\$0.00	\$0.00
38791 Funerals	\$29.39	\$525.00	\$350.00	\$204.39
38795 Kitchen/Food Coordinator	\$22,290.19	\$0.00	\$0.00	\$22,290.19
38798 Wedding Fees	\$450.00	\$0.00	\$0.00	\$450.00
TOTAL CHRISTIAN LIFE	\$21,447.58	\$573.00	\$350.00	\$21,670.58
YOUTH MINISTRIES				
39010 Youth Fund	\$11,479.66	\$0.00	\$0.00	\$11,479.66
39015 HS Fall Retreat	\$610.72	\$0.00	\$0.00	\$610.72
39019 7th Grade Retreat	\$3,000.00	\$0.00	\$0.00	\$3,000.00
39020 HS General	\$4,284.71	\$0.00	\$0.00	\$4,284.71
39035 BWCA	\$1,053.55	\$0.00	\$0.00	\$1,053.55
39040 National Youth Gathering	\$3,655.60	\$4,946.90	\$9,093.80	(\$491.30)
39045 HS Summer Mission Trip	\$120.00	\$0.00	\$0.00	\$120.00
39058 Confirmation Pizza	(\$18.69)	\$47.00	\$290.98	(\$262.67)
39070 HS Winter Event	\$539.46	\$0.00	\$0.00	\$539.46
39140 MS Lock In	\$897.04	\$75.00	\$0.00	\$972.04
TOTAL YOUTH MINISTRIES	\$25,622.05	\$5,068.90	\$9,384.78	\$21,306.17
39920 Staff Continuing Ed	(\$103.56)	\$0.00	\$0.00	(\$103.56)
39930 Senior Pastor Continuing E	(\$466.33)	\$100.00	\$0.00	(\$366.33)
39931 Assoc Pastor Cont. Ed	\$1,218.28	\$100.00	\$0.00	\$1,318.28
39932 Deacon Continuing Ed	\$1,153.07	\$100.00	\$0.00	\$1,253.07
39935 EF Grants	\$3,128.20	\$0.00	\$800.00	\$2,328.20
TOTAL SPECIAL ACTIVITIES	\$78,786.69	\$8,252.82	\$13,062.47	\$73,977.04
TOTAL FUND BALANCES	\$610,117.07	\$180,391.72	\$116,356.58	\$674,152.21

Staff / Ministry: Small Groups and Care Ministry

Date: 1/18/24

Prepared by: Pam McCulloch

Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns.

- RLC Reads, led by Bob Bergstrom continues on the third Monday of the month in the upstairs lobby coffee area. There are an average of 15 participants. The books that were chosen are relevant to today's world and stimulate interesting conversation.
- RLC Quilters will be highlighted in the exhibit hallway this month.
- The Care Team continues to serve communion once a month at Rose Point depending upon Covid status among the residents. As previously reported, the Service of Hope and Joy, the dementia friendly service is on hold until the spring. Pastor Rolf continues to visit homebound in their homes as well as their care facilities. Care team members also assist RLC members as needed.
- Pastor's Bible study will resume February 15 with a study of John presented by Craig Koester on video.

Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove?

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Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might Council provide to help support their efforts at this time?

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Group: Children, Youth & Family

Chair/Leader: Tori Kraus & Jenna Baccam

Date: 1/17/24

Prepared by: Nancy Brown

Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns raised.

- The 7th-9th grade lock-in was a huge success. It was the first lock-in since before the pandemic. There were about 27 kids that came, including some friends of RLC kids. The kids spent the evening/night playing group games, basketball, board games, karaoke, and playing on the blow up obstacle course.
- Confirmation students continue to learn about Jesus through Luther's Small Catechism. We are learning about the Lord's Prayer.
- Students in grades 4-9 can now sign up for Camp Wapo, It will be July 28-August 2, 2024. The Seeds camp is for kids in grades 1-3, and that will be August 2-4, 2024.

Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove?

- There is a youth Snow Tubing Event on February 2nd at Green Acres. Students can still sign up!
- There is a Bouldering event on Monday, February 19th for youth in Minneapolis.
- The Communion Instruction Workshop will be on Sunday, March 17th at 11:45AM. Registration will be coming out soon.
- Dresser build for Bridging will happen in Confirmation this coming Wednesday January 24th. Kids, families, and anyone can also help build dressers on Sunday January 28th.

Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might Council provide to help support their efforts at this time?

- None at this time.

Roseville Lutheran Church
Justice & Congregational Learning Council Liaison Report
January 2024

Andrew's notes: The efforts of each task force continue, though currently operating somewhat independently. There's an opportunity for better alignment with our strategic goals.

Adult Education

Recent Events:

- Carol Sing (December 17): Led by John Helgen, attracting 34 attendees
- Mission and Outreach Presentation (January 7): Hosted by Pastor Marty, with 19 participants.
- Upcoming Speaker (January 14): Rolf Lowenberg-DeBoer.

Requested Topics:

- An exploration of the End Times in the Book of Revelations.
- Educational session on the Lectionary, focusing on the differences and uses of Revised vs. Narrative.

Future Speakers:

- Scheduled for June: Chris Gehrz (June 9), Jeff Johnson (June 23).
- Speakers needed for June 2 and 16.

Our Neighbors and Me (ONAM)

New Member: Kathy Miller

Upcoming Event:- Adult Education Session with Seema Pothini on February 18.

JUST MOVE Project:

Grant submitted to Roseville Area Community Foundation to supplement RLC endowment funds.
Thanks to Pastor Marty for his work on this.

- Just Move meetings are scheduled for Monday evenings, 6:30 - 8:30 PM (9/27, 10/7, 10/14 Indigenous Peoples Day, 10/21, 10/28, 11/4). The Sanctuary needs to be reserved for these events.

Immigration

- No updates this month.

Staff / Ministry: Nominating Committee

Date: 01/09/2024

Prepared by: Jim Stark

Highlight results of key programs or activities from the last 30 days. Share major lessons learned or concerns.

- Committee members: Elizabeth Jacobson <jacobsoe@csp.edu>; Kevin Miller<kevin.j.miller@comcast.net>; Abell Jan <tk005@gmail.com>; David Werner (chair) <werne012@gmail.com> and Jim Stark <jim.stark@lcc.mn.gov> (ex-eficio)
- The committee did not meet this month. However, we have been working by email after soliciting names from council and the senior pastor. A notification, asking for names from the congregation, will be included in the Update and in the worship folder, running for a month.
- Council and staff are still being asked to submit names for potential church leaders

Highlight programs and activities that will support the RLC mission and vision in the coming 30 to 60 days. Are there opportunities to engage the broader congregation? Are there any obstacles to success that Council might help remove?

- The nominating committee will be asking our members for names of those who may be interested in church leadership role. Please encourage those you know.

Is the group in need of resources, in addition to the plan budget, to help achieve their goals? What might Council provide to help support their efforts at this time?

- The committee members request that each council member submit the names of RLC members who would be recommended for leadership roles. Please bring them to the next council meeting or email them to the committee chair.