

# Calvary Baptist Church Church Council Minutes November 16, 2022

On Zoom

**Present:** Rick Breitenbecher, Erin Gangloff, Virg Musil, Judy Griswold, Beth Dickinson, Walter Rowell, Bill Warren, Jim Armstrong, Allie Hulst, David Peterson, Bill Ponikvar, Becky Worford, Christine Zeiler, Diana McGahan

**Staff:** Senior Pastor Anne Scalfaro, Pastor Morgan Fletcher and Pastor Alice Horner-Nelson

**Absent:** John Kron, Steven Wang

**Call to Order and Review of Agenda:** Erin Gangloff, Co-Moderator, called the meeting to order at 6:36p.m. (MT). She reviewed the agenda she'd sent out.

**Prayer Time:** Pastor Anne checked in with Council to share with a few words how we were coming to this meeting. She shared updates to the prayer list and led the group in prayer.

**Approval of October 19, 2022 Council Minutes:** Erin Gangloff, Co-Moderator, asked the Council members if there were any additions or corrections to the October Council Minutes that were sent out by Secretary, Judy Griswold. None were noted. The Minutes were approved as read.

**Financial Report/ Statement of Activity:** Virg Musil, Council Treasurer, presented the following details:

## Statement of Activity:

- **Pledge Income** of \$35,723 for the month of October increased from that received in September by \$8,333.
- **Other Offerings** also increased from that received in September by \$500.
- **Earned Income** decreased by -\$10,116, primarily due to a transfer of \$10,000 in the month of September from the Building Use Fees account to the Operating Budget.
- Therefore, the **Total Revenue** received in October of \$43,196 is -\$1,281 less than the amount recorded in September.
- Salary **Expenses** of \$40,947 in the month of October decreased from that incurred in the month of September by -\$16,213.
- **Resource Management Expenses** of \$14,741 were -\$936 less than those incurred in September.
- Subtracting Total Expenses for the month of \$61,573 from a Total Income of \$43,196 results in a negative **Net Operating Revenue** of -\$18,377 for the month of October, and a **Net Operating Revenue** of -\$138,461 for the year.

## Budget vs Actual:

- **Pledge Receipts** of \$35,723 for the month of October were -\$13,906 below budget, and are now -\$29,824 below budget Year-to-Date.

- **Other Offerings** for the month of October were -\$4,411 below the amount budgeted, and are now -\$42,968 below budget Year-to-Date.
- The **Total Revenue** for the month of October of \$43,196 is -\$18,223 below that budgeted for the month. Therefore, **Total Revenue** is now -\$45,398 below budget Year-to-Date.
- **Total Expenses for Staff Relations** of \$40,947 in the month of October were -\$4,782 below the amount budgeted. Total Expenses for Staff Relations are now \$12,465 more than the amount budgeted Year-to-Date.
- **Resource Management Expenses** of \$14,741 are -\$11,171 below budget for the month and are now -\$8,863 below budget Year-to-Date.
- **Total Expenses** for the month of October of \$61,573 were -\$16,236 below the amount budgeted, and are now -\$6,171 below budget Year-to-Date.
- Subtracting Total Expenditures for the year of \$722,580 from Total Revenue for the year of \$582,991 results in a negative **Net Operating Revenue** at this point in the year of -\$139,589. Therefore, we are now \$39,227 over the budgeted amount Year-to-Date for **Net Operating Revenue**.
- Three areas (Staff Relations, Faith Formation, and Music) are significantly over budget Year-to-Date. Responses to these budget concerns:
  - Beth Dickinson, Staff Relations, shared they had an unexpected year with Lori Grohskopf leaving and looking for replacements for a part time person. There was plenty of work for a full time person, so she talked to Bill Warren about subsidizing the position from the Facilities Use Fees because a lot of the work is generated from the needs of those who rent the building. Bill agreed to subsidize part of the salary, so that's not reflected in the budget. The biggest issue remains finding less expensive benefits for new employees.
  - Pastor Morgan commented about the overage in Faith Formation being a matter of needing to allocate some of the Faith Formation money to the outreach for Children's Ministry. The goal is to allocate correctly by the end of the year to help the ministry better plan the budget for next year. They will reconcile the accounts before the end of the year, so the overage should go down.
  - Pastor Anne explained about the Choral Assistants, affecting the Music Budget and how those are being funded by private donations.
    - We have budgeted \$18,000 to be transferred from the Endowment Fund into the Operating Budget. The Finance Committee is meeting Monday evening to act on this issue, and I have no reason to believe that this will not happen. Therefore, with this additional income, we are about \$21,000 over budget YTD (\$39,277 - \$18,000 ≈ \$21,000).
    - Last year, Pledge income for the month of December was more than \$21,000 above the budgeted amount, and "Other Gifts," which includes seasonal offerings, was more than \$26,000 above the budgeted amount. Therefore, if these trends continue this year, we should be able to finish the year within the budgeted amount and not have to use any of the \$14,000 "existing cash reserve" that we included in the budget.

A discussion followed about monies received and payments needing to be paid. Virg Musil shared that the Finance Committee would be meeting on November 21 to transfer \$18,000 from the Endowment Fund to the Operating Budget. He commented the church should end the year within the budgeted amount and not have to touch money in reserves.

**Church Highlights, from the past month**, evidenced positive and thankful statements that included the touching All Saints Service and how the Connective Class is bringing people to Calvary and seeing these new people getting involved in the life of Calvary.

**Faith Formation** about gratitude was lead by Diana McGahan.

## **COMMITTEE TEAM REPORTS**

**Bill Warren, Resource Management**, remarked the committee is starting to talk about budget and big picture items.

**Pastor Anne Scalfaro, reported for John Kron, Stewardship Chair**, the initial analysis of pledges. Overall, there were not quite as many increases in pledges as last year, however more increases than decreases at this time, which is positive given the economic climate.

**Beth Dickinson, Staff Relations Chair**, noted the committee has updated the portions of the Administrative Staff Handbook relating to the sick leave policy and vacation carryover, and the entire Ministerial Staff Handbook. They have begun Pastor Anne's performance appraisal. The committee is also working with the pastors who are making changes to all their duties and as they take on duties from the Pastoral Administrative Coordinator role. A review of the health insurance plans offered by Calvary is also underway. The committee is holding off on making a decision about replacing David Farwig, Pastoral Administrative Assistant, until after the budget is completed.

**Walter Rowell, Nominating Chair**, commented committee members with expiring terms have started to re-up for another term.

## **GETTING MEMBERS INVOLVED**

Erin Gangloff, Co-Moderator, asked Council the question, "How do we engage our membership (younger ones particularly); who are we missing; are we meeting date changes?" An interest form/survey was suggested as a helpful strategy to learn everyone's skill set and/or attributes. Council members and pastors also suggested names of a diverse cross section of people to Nominating Committee to invite to be involved in leadership.

## **MINISTRY TEAM REPORTS AND STAFF UPDATES**

**Pastor Morgan** shared she's working on Advent devotionals and a different way of presenting the Christmas Eve Service. The church retreat for January is proving difficult, so at this time, she'll postpone it.

**Pastor Alice** reported Praise and Ritual will conclude after the December service. She's working on the Annual Report for the Annual Meeting.

**Senior Pastor Anne** noted she's working on Stewardship, the 2023 budget and Advent/Christmas worship services. There are job duties she's making adjustments to staff and duty changes. Brian Muir, who's been involved in the ordination process is withdrawing from the process ordination due to personal discernment and life changes. Marlys Marshall will be leaving her office volunteer role after 29 years of service, the end of December. The Annual Meeting has usually been on a Wednesday in January. She's invited Council to consider having the meeting on the 5<sup>th</sup> Sunday morning in January, January 29, 2023. Send your thoughts to Rick, Erin or Pastor Anne.