

**Immanuel Lutheran Church
Executive Committee Meeting Minutes
June 5, 2012**

Attendees: John Urbanski, Brian Nichols, Pastor Susan Weaver, Pastor Paul Nelson, Karen Travis, Lee Prinkkila. Guest: Deb Garvey

John called the meeting to order at 6:02 p.m.

Devotion provided by John Urbanski

Motions:

Motion made	Made by	Second	Outcome of vote
Motioned to approve Eden Prairie Swim Team fundraiser in August	Karen T.	Lee P.	Motion carried
Motioned to approve minutes from May, as corrected	Brian N.	Lee P.	Motion carried
Motioned to approve allocation of financial aid to Erin Schmidtke for seminary, based on financial need (\$1,000 for 2012).	Karen T.	Brian N.	Motion carried

Action Items Assigned:

Action items	Assigned to	Target date	Status
Pastor Paul to follow up with Matt at Isaiah on having them help us with the visioning process	Pastor Paul	TBD	In process
Follow-up on details for the Eden Prairie Swim Team car wash	John U.	TBD	In process

Minister Faith Formation: Communications

- Discussed proposal for adding Communication staff position, along with job description.
 - The position would create a new dimension for the staff and infrastructure, building communication into how we do things strategically.
 - The committee wanted to clarify expectations and understanding of Martin's role, including his participation in the visioning and planning process.
 - Work is under way to develop a strategic plan that's aligned with the theme/ministries for the year ahead, helping to focus communication efforts. We need to work hand-in-hand with Martin to weigh objectives and communication efforts.
 - Technology and social media allow us to go far beyond church walls. Need to communicate with members and also reach out (both to get new members and to spread the word).
- Visioning includes lifting up our focus as a church.
 - Need to focus on those who aren't here as well as those who are.
 - Need to remember that there are those who don't speak our language.

- Book: “Less Clutter, Less Noise” warns we need to be careful how often we communicate and what tools we use so we don’t overwhelm but rather excite people.
- Discussed concerns about how the position and communications needs will grow, knowing that Martin can only take on so much.
 - May need graphic design skills at some point, and will likely need to budget for future years. Other expenses may also need to be taken into account for next year’s budget (e.g., website optimization).
 - Education component will also be critical, as this is a whole new way of doing things. Martin has already put together a communications manual, and will be getting in front of Immanuel committees to talk about his role. We want people to see him as a resource for strategic council (not just a tactical resource for getting things done).
 - Communication committee would like to get representation from a younger communication professional to help understand and represent that perspective in communication efforts. The committee will be meeting monthly with Martin to provide support and direction.
- Executive Committee is in agreement. Lee suggested building it into its own function and budget as a support function, and also building it into the Council meeting structure.

Other Business

Custodial Staff

- Jim will be retiring by the end of August. Immanuel is beginning to look for a resource, focusing on cleaning and set-ups, to replace him. Bill has started this process. Lee suggested looking into hiring special needs personnel to help with this position, managed through an agency. Eden Prairie Community Center uses this service. Kevin Johnson runs a cleaning business and could help identify resources.

Eden Prairie Swim Team Car Wash

- Have asked whether they can do a team-bonding sleepover. Immanuel approved a car wash event last year with this group. They would sleep over the night before and start the car wash the next morning. They plan to gather at the church at 5 p.m. Friday. John will follow-up with the details (e.g., facility use form, training for the kitchen). Karen moved to approve, Lee seconded. Motion carried.

Visioning Process (working with the Isaiah Project)

- Discussed working with Isaiah to help us with the third part of our visioning process.
- Pastor Paul met with their executive director and Matt, and let them know that, while there’s interest, there are concerns as well. They have an intern with Isaiah who can work with us to interview individuals, and allow us to shape that process so it becomes a first round of interviews in our visioning process. Have articulated the need for Immanuel to be focused in the community, and Isaiah does that very well.
- Working with them in this way (having them help us with visioning), could help us get to know them better so we can determine whether or not to make a broader commitment. Isaiah would not charge for this, but they would appreciate some minimal contribution to their organization in the next budget year. Connects us with inner-city churches and minority churches so we can begin to come together to identify and solve the problems and challenges we face as a community.
- Committee agreed to take this step, agreeing to work with Isaiah to help support our visioning process. Pastor Paul will follow up with Matt.

Reports:

Secretary’s Report – Karen Travis

- Switch report for pastor in the May notes—came from Pastor Paul (not Pastor Susan).
- Review/approval of May meeting minutes. Brian motioned to approve, Lee seconded. Minutes approved as corrected

Financial Secretary's Report – Rick Harrison

- Distributed income report

Treasurer's Report – Brian Nichols

- Discussed financial report and attendance (which was lower than in previous years).

Vice President's Report – Lee Prinkkila

- Ordered the DVD and pamphlet for the Church Lady Law.

Pastor updates:**Pastor Susan**

- Preaching series starting next Sunday.
- Suggested approximately \$700 in revenue from Immanuel jewelry sold last year could be used to purchase copies of the Sparks Story Bible (used by the Sunday School) to put in the pews. If you buy 50 books the cost is \$14 each. Committee agreed.

Pastor Paul

- Erin Schmitke will be going to seminary. The seminary recommends that churches help finance training of future pastors. Would need to come up with \$1,000 for the remainder of this for this year, and build \$2,000 per year into the budget for future years. Need to decide if we'll direct the aid toward Erin specifically, or allocate it to the general fund. Committee agreed to allocate specifically to Erin based on financial need (\$1,000 for 2012). Karen motioned to approve, Brian seconded. Motion carried.

President items:

- No additional items.

Next Meeting:

Next Executive Council meeting will be August 7, 2012, at 6:00 p.m.
Meeting adjourned at 7:40 p.m.

Prayerfully submitted,
Karen Travis
Church Council Secretary

Income Summary

May Income Analysis Summary

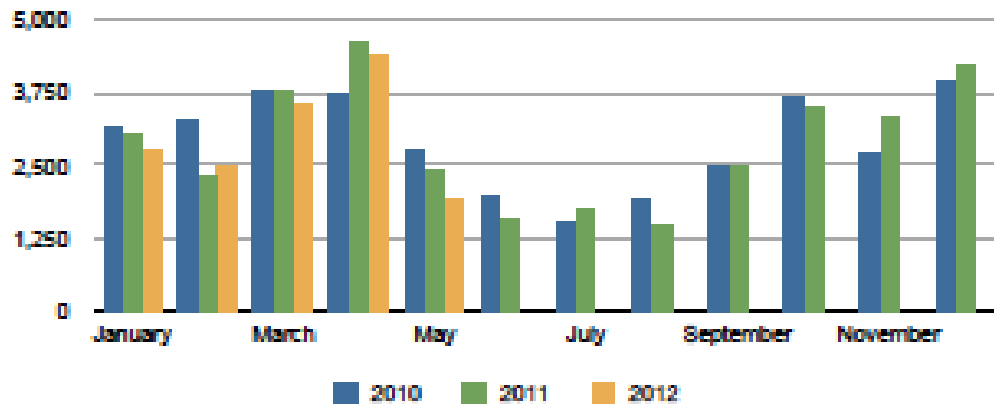
May 2012 giving was less than May 2011 and less than May 2012 budget.

- Actual giving 2012 vs 2011:
 - May giving: \$2,535 (3.4%) less than 2011 (\$73,058 vs \$75,593)
 - YTD giving: \$28,427 (6.8%) more than 2011 (\$444,312 vs \$415,885)
- Actual giving vs budget:
 - May: \$1,063 (1.4%) less than budget (\$73,058 vs \$74,121)
 - YTD: \$25,527 (6.1%) more than budget (\$444,312 vs \$418,786)
- Completed 42% of 2012 budget year with total giving at 41% of budget.
- Attendance:
 - Number of Sundays in May: 4 Sundays 2012 and 5 Sundays 2011.
 - Number of Sundays YTD: 22 Sundays 2012 and 22 Sundays 2011.

Immanuel Attendance: 2011 vs 2012

Date	2011	2012	2012 Cum	Variance	Cum Variance
January	3,054	2,784	2,784	(270)	(270)
February	2,300	2,502	5,286	202	(68)
March	3,793	3,553	8,839	(240)	(308)
April	4,616	4,415	13,254	(201)	(509)
May	2,417	1,948	15,202	(469)	(978)

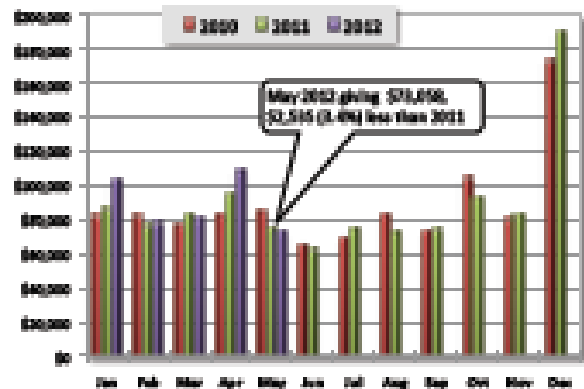
Immanuel Lutheran 3 Year Attendance Comparison



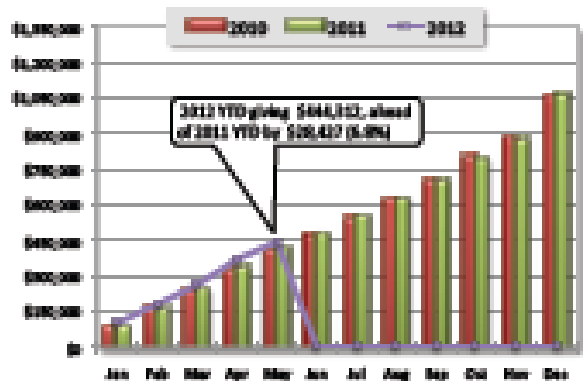
Income Report

Immanuel Lutheran Church Income Report for May 2012

Monthly Giving						
Month	2009	2010	2011	2012	Var \$	Var %
January	69,688	61,660	66,238	199,768	13,534	20.3%
February	62,691	61,946	76,078	78,818	2,740	3.5%
March	183,601	78,530	89,625	88,694	(2,931)	-3.3%
April	96,563	82,488	94,658	198,768	13,810	14.6%
May	77,469	84,582	75,249	78,818	(2,510)	-3.4%
June	65,188	65,118	61,517			
July	63,688	68,510	74,684			
August	82,815	82,888	73,215			
September	73,270	73,485	73,812			
October	76,167	90,688	81,878			
November	181,615	88,915	81,918			
December	171,177	173,148	188,418			
YTD	1,041,773	1,055,348	1,046,318	444,312	38,427	3.6%



Cumulative Giving by Month						
Month	2009	2010	2011	2012	Var \$	Var %
January	69,688	61,660	66,238	199,768	13,534	20.3%
February	132,379	123,627	132,388	181,763	18,431	13.9%
March	216,080	202,568	208,466	263,414	18,322	7.0%
April	312,643	312,648	340,293	371,214	18,941	5.5%
May	409,112	407,230	415,885	444,312	38,427	3.6%
June	474,300	472,348	477,412			
July	537,988	541,871	552,096			
August	620,803	614,761	614,312			
September	694,073	698,246	688,124			
October	770,240	800,188	791,892			
November	871,855	800,188	873,810			
December	1,041,773	1,055,348	1,046,318			



2012 Monthly Budget vs. Actual						
Month	Budget	Actual	Mto Var	Mto %	YTD Var	YTD %
January	61,485	199,768	133,283	217.0%	133,283	217.0%
February	76,681	78,818	2,137	2.7%	135,420	14.4%
March	89,618	88,694	(2,924)	-3.3%	132,496	4.2%
April	93,588	198,768	105,180	113.5%	135,680	7.7%
May	74,121	78,818	4,697	6.3%	135,377	6.2%
June	67,873					
July	68,684					
August	73,688					
September	80,875					
October	86,878					
November	81,118					
December	175,148					
Actual	1,075,000	644,312	-430,688	-40.1%	(430,688)	-40.1%

