

**Immanuel Lutheran Church  
Executive Church Council Meeting Minutes  
May 1, 2012**

**Attendees:** John Urbanski, Brian Nichols, Pastor Susan Weaver, Pastor Paul Nelson, Karen Travis, Lee Prinkkila

Absent: Rick Harrison

John called the meeting to order at 6:03 p.m.

Devotion provided by Pastor Paul

**Motions:**

Motion made	Made by	Second	Outcome of vote
Motioned to approve minutes from April 10	Brian N.	John U.	Motion carried

**Action Items Assigned:**

Action items	Assigned to	Target date	Status
Brian will draft text for the eBlast (to MaryKay) and for Luther's Way	Brian N.	TBD	In process

**Reports:**

**Secretary's Report – Karen Travis**

- Clarification: Kim set the date for the Jewelry fundraiser: May 11, 6-8 p.m.
- Review/approval of April meeting minutes, as corrected.

**Financial Secretary's Report – Rick Harrison**

- Absent, no report

**Treasurer's Report – Brian Nichols**

- Mortgage refinance is complete. Brian shared the details:
  - Starts at \$1.1 million for 84 months (seven years).
  - Additional principal payments over the past year generated interest savings of \$9,467.
  - Additional annual payments will reduce mortgage principal by \$480,000, which puts us on track to pay the mortgage off in five years.
  - In the past year, we have paid down the mortgage by \$456,625.
  - Thrivent asked to be acknowledged in Luther's Way (related to refinancing).
  - Discussed plans to include an update on Five for Fifty and the refinancing in Immanuel's weekly eBlast. Brian will draft brief text.
  - Praise to Bill Hawkins for managing the details!
- Contributions are \$18,000 over plan. Expenses are \$7,000 less than plan.

- Rick is trying to get new counters. Joan Barth has volunteered, but she is not a member. Is this permissible? The committee agreed on certain ground rules for counters:
  - Counters should be members of Immanuel
  - Husbands and wives should not be counting together
  - Money should not leave the building
  - There should never be a single counter
  - All cash is counted together (using envelopes to track allocations to building fund)
- John will talk with Rick about the counting ground rules and confirm details on training.

#### **Vice President's Report – Lee Prinkkila**

- No report.

#### **Other Business**

##### Communications Team proposals

- Secure web page for Council: Allows us to share documents among Council members on a secure website. Meeting minutes and agendas can also be open to the public, and the site can serve as an archive for meeting minutes (promoted on eBlast). However, budget documents that are not finalized should be secured and not open to the public.
- Staff role change: Martin R. will continue to be responsible for confirmation and Stepping Stones, but will add responsibility for all Immanuel communications (including web). Paul E. will take over middle school events. The Executive Committee will need to review/approve the formal job description at the June meeting.
- Discussed the need to update hardware (e.g. laptops), particularly for Martin R. in his new role. There is no capital budget for technology. Will explore the possibility of upgrading Martin's laptop this year, and keep it in mind for budgeting next year.

##### Prophetic Voices – Isaiah Project

- Discussed how this fits with Immanuel's Visioning process:
  - It's a new effort, and they are asking Immanuel to be involved as a suburban congregation in examining how we speak about our Christian beliefs and how we make decisions in our public life.
  - Fits our visioning discussion, calling us to be outwardly focused (rather than inwardly focused). Would also connect us to a much more diverse array of congregations in Minnesota and help equip our congregation to ask themselves grounding questions when making decisions in public life.
  - Questions were raised about whether this effort might be too politicized, and whether we need to launch a similar effort by reaching out to other churches on our own. Will also need to talk about the financial commitment that is part of this before making a decision on how to proceed.
  - A representative will come to the Council meeting next week to talk about this in more detail.

#### **Pastor updates:**

##### **Pastor Paul**

- Next month, we will be putting dates and a structure together for Visioning

##### **Pastor Susan**

- No report

**President items:**

- John will be sending out a note to Council members to solicit feedback on their experience so far and what improvements might be needed.

**Next Meeting:**

Next Executive Council meeting will be June 5, 2012, at 6:00 p.m.  
Meeting adjourned at 7:13 p.m.

Prayerfully submitted,  
Karen Travis  
Church Council Secretary

## Handout A: Income Summary

### Immanuel Lutheran Church

#### Income Analysis for April 2012

#### April Income Analysis Summary

April 2012 giving was more than April 2011 and more than April 2012 budget.

- Number of Sundays in April: 5 Sundays 2012 and 4 Sundays 2011.
- Number of Sundays YTD: 18 Sundays 2012 and 17 Sundays 2011.
- April 2012 attendance: 201 less than 2011 (4,415 vs 4,616)\*
- Actual giving 2012 vs 2011
  - April giving: \$13,839 (14.6%) more than 2011 (\$108,798 vs \$94,959)
  - YTD giving: \$30,961 (9.1%) more than 2011 (\$371,254 vs \$340,293)
- Actual giving vs budget:
  - April: \$16,218 (17.5%) more than budget (\$108,798 vs \$92,580)
  - YTD: \$26,590 (7.7%) more than budget (\$371,254 vs \$344,664)
- Completed 33% of 2012 budget year with total giving at 34.5% of budget.

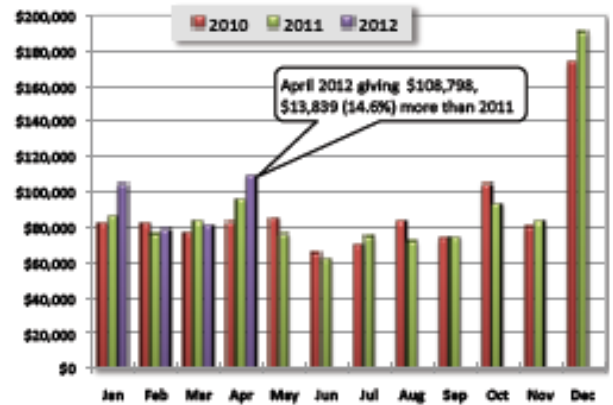
#### \* Immanuel Attendance: 2011 vs 2012

Date	2011	2012	2011 CUM	2012 Cum	2011 - 2012 Variance	2011 - 2012 Cum Variance
January	3,054	2,784	3,054	2,784	(270)	(270)
February	2,300	2,502	5,354	5,286	202	(68)
March	3,793	3,553	9,147	8,839	(240)	(308)
April	4,616	4,415	13,763	13,254	(201)	(509)

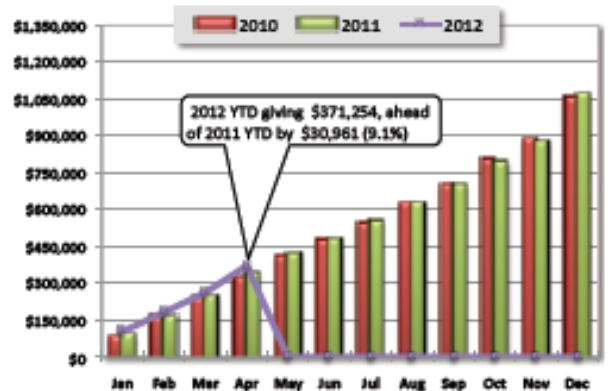
# Handout B: Income Report

## Immanuel Lutheran Church Income Report for April 2012

Monthly Giving						
Month	2009	2010	2011	2012	Var \$	Var %
January	69,088	81,681	86,290	103,744	17,514	20.3%
February	62,631	81,946	76,078	78,018	1,940	2.5%
March	102,801	76,533	83,025	80,694	(2,331)	-2.8%
April	96,532	82,488	94,959	108,798	13,839	14.6%
May	77,469	84,582	75,593			
June	65,109	65,110	61,527			
July	62,889	69,531	74,684			
August	82,315	82,890	72,215			
September	73,270	73,435	73,812			
October	76,167	103,989	92,878			
November	101,925	80,006	82,900			
December	171,577	173,149	190,460			
YTD	1,041,772	1,055,340	1,064,363	371,254	30,961	9.1%



Cumulative Giving by Month						
Month	2009	2010	2011	2012	Var \$	Var %
January	69,088	81,681	86,290	103,744	17,514	20.3%
February	131,718	163,627	162,308	181,762	19,453	12.0%
March	234,520	240,160	245,333	262,456	17,122	7.0%
April	331,052	322,648	340,293	371,254	30,961	9.1%
May	408,521	407,230	415,885			
June	473,630	472,340	477,412			
July	536,519	541,871	552,096			
August	618,834	624,761	624,312			
September	692,104	698,196	698,124			
October	768,271	802,185	791,002			
November	870,195	882,191	873,903			
December	1,041,772	1,055,340	1,064,363			



2012 Monthly Budget vs. Actual						
Month	Budget	Actual	Mo Var	Mo %	YTD Var	YTD %
January	81,485	103,744	22,259	27.3%	22,259	27.3%
February	76,681	78,018	1,337	1.7%	23,596	14.9%
March	93,918	80,694	(13,224)	-14.1%	10,372	4.1%
April	92,580	108,798	16,218	17.5%	26,590	7.7%
May	74,121					
June	67,973					
July	69,966					
August	73,948					
September	80,875					
October	96,878					
November	91,309					
December	175,266					
Annual	1,075,000	371,254	-- NA --	-- NA --	(703,746)	34.5%

