



## Executive Committee Meeting Minutes

Date: 10/10/2023	Time: 6:00pm	Location: Fellowship Hall
Attendees: Paul Savereide, Pastor Dan, Connie Cadden, Kelly Meyers		
Absent: Peggy Smith, Julie Maes, Jennifer Schroer, Pastor Paul		
Call To Order at 6:05pm: Paul S.		
Approval of Previous Meeting Minutes: See below		

Action Item	Who	Status	Expected Completion date
Follow-up with Winnie to see if a list of volunteers can be gathered for Ministry and Servant Song.	Pastor Paul, Paul S	In progress	November 2023
Julie to contact Bev Lohs re: Strategy	Julie	In progress	November 2023
Julie to work with Mary Kay to ensure the committee job descriptions are aligned with by-laws.	Julie	In progress - Sent out to Council members; to be discussed at Council meeting	November 2023

### Devotions

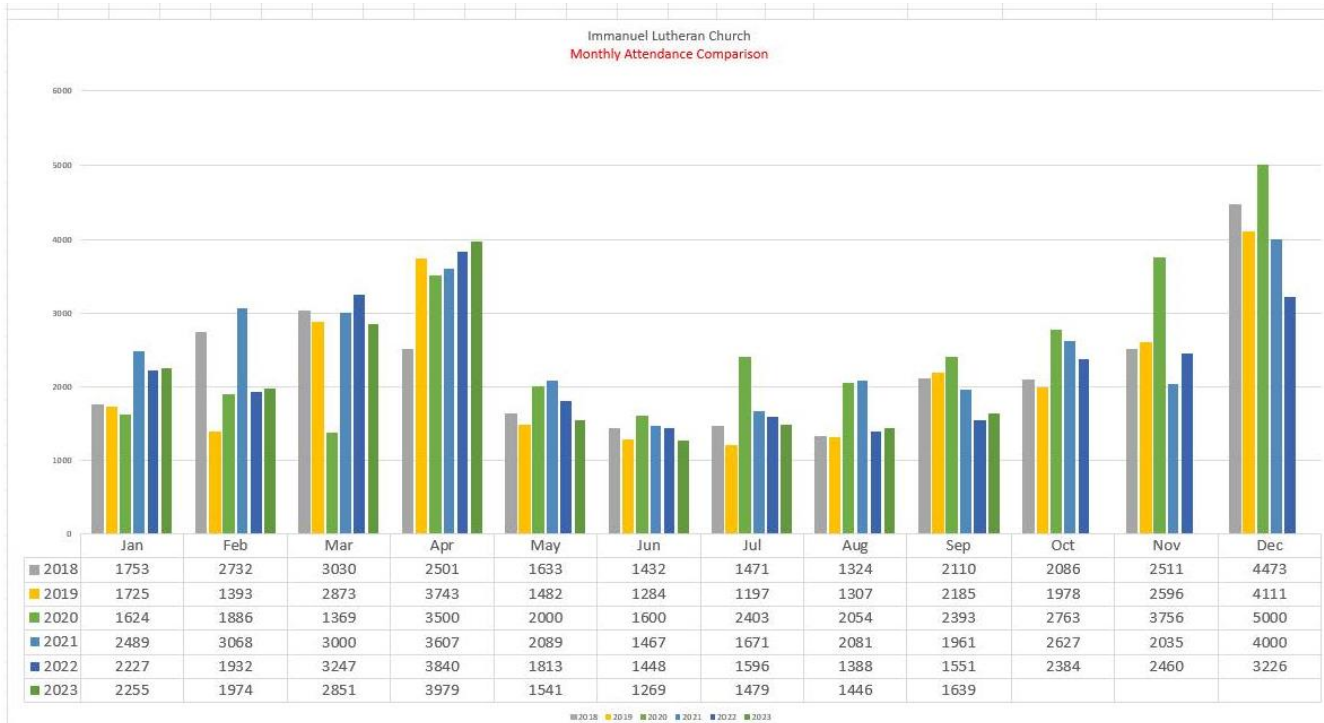
Devotions were led by Kelly Meyers using the D365 app, focusing on the Faith 5 Practices highlighted in worship this fall.

### Minutes

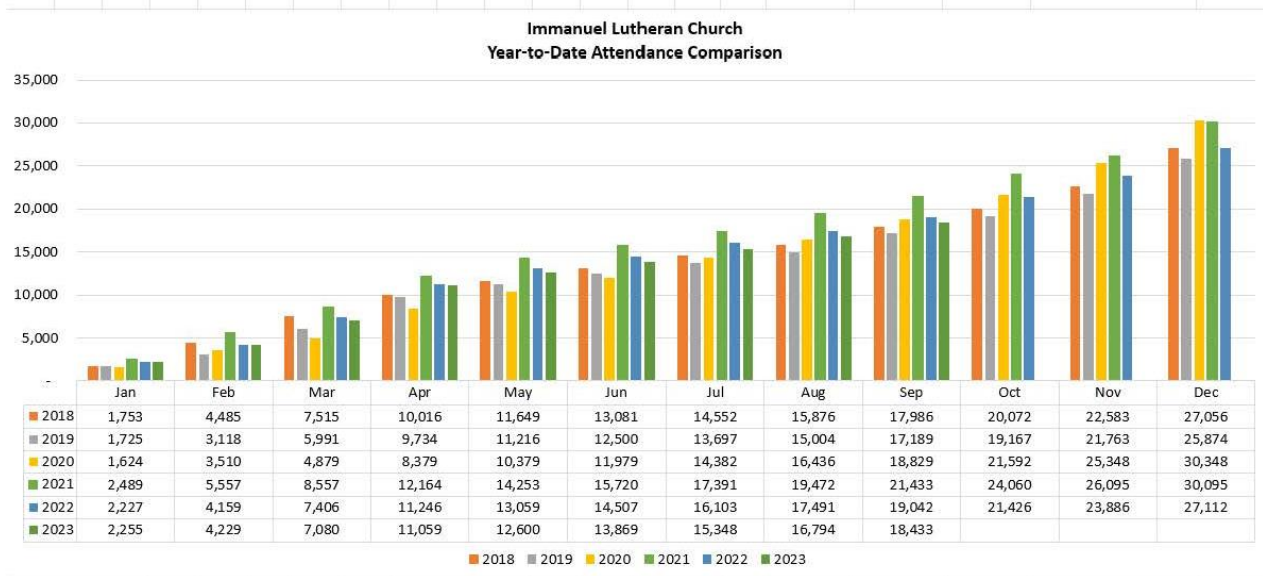
September 2023 minutes were not emailed to Committee. The vote to approve will be delayed to the November 2023 Executive meeting.

### Financial Matters

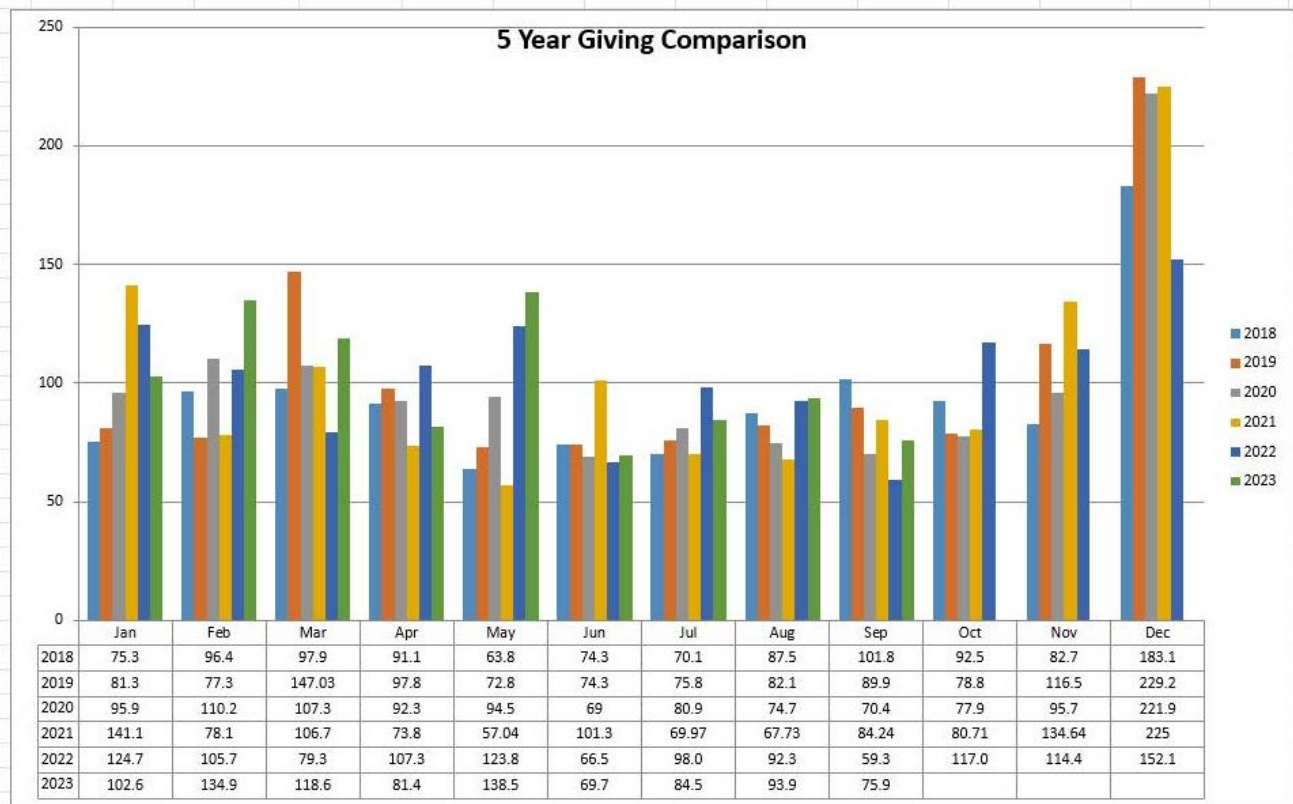
Connie presented the financial, attendance and giving information.



In Person Worship Trend	Notes:
January 2023 - 56% In Person	
February - 60% In Person	
March - 64% In Person	
April - 66% In Person	Easter Services
May - 67% In Person	
June - 63% In Person	
July - 70% In Person	
August - 68% In Person	
September - 63% In Person	Tent Meeting



- Attendance stronger than 2022 for Sept and going up. Sept. 16 internet down, no livestreams
- YTD attendance down slightly



2023 YTD	2023 YTD	2022 YTD
Actual	Budget	Actual
\$900.0	\$944.1	\$856.9
4.9% behind budget		5% ahead of last year

- 76K income for month (up from 2022). Counting on Oct-Dec strong giving.
- Pastor Dan asked what percentage of congregation gives and to give thought to what percentage is engaged enough to pledge and/or give

**Immanuel Lutheran Church  
September 2023  
Financial Summary**

	Current Month					Year to Date					Progress to Budget		
	Prior Year	Budget	Actual	Variance	% Var	Prior Year	Budget	Actual	Variance	% Var	YTD Giving / Expense	Annual Budget	% Budget YTD
<b>Giving</b>	\$ 58,483	\$ 99,917	\$ 74,751	\$ (25,165)		\$794,984	\$ 899,250	\$ 834,312	\$ (64,938)		\$ 834,312	\$ 1,199,000	
Misc. Income	\$ 820	\$ 5,000	\$ 1,985	\$ (3,015)		\$ 61,953	\$ 45,000	\$ 66,598	\$ 21,598		\$ 66,598	\$ 60,000	
<b>Total Recurring Income</b>	<b>\$ 59,303</b>	<b>\$ 104,917</b>	<b>\$ 76,736</b>	<b>\$ (28,180)</b>	<b>-26.9%</b>	<b>\$856,937</b>	<b>\$ 944,250</b>	<b>\$ 900,910</b>	<b>\$ (43,340)</b>	<b>-4.6%</b>	<b>\$ 900,910</b>	<b>\$ 1,259,000</b>	<b>71.56%</b>
<b>Benevolence - ELCA (9%)</b>	\$ 5,263	\$ 8,992	\$ 6,728	\$ (2,265)		\$ 71,549	\$ 80,933	\$ 75,088	\$ (5,844)		\$ 75,088	\$ 107,910	
<b>Benevolence - Other (8%)</b>	\$ 4,679	\$ 7,993	\$ 5,980	\$ (2,013)		\$ 63,599	\$ 71,940	\$ 66,745	\$ (5,195)		\$ 66,745	\$ 95,920	
<b>Church Expenses</b>	\$ 86,679	\$ 85,105	\$ 85,358	\$ 253	0.3%	\$689,491	\$ 765,950	\$ 718,418	\$ (47,532)	-6.2%	\$ 718,418	\$ 1,021,266	70.35%
<b>Program Expenses</b>	\$ 18,438	\$ 8,993	\$ 5,549	\$ (3,444)	-38.3%	\$ 49,391	\$ 45,409	\$ 38,774	\$ (6,635)	-14.6%	\$ 38,774	\$ 54,824	70.72%
<b>Total Recurring Expenses</b>	<b>\$ 115,059</b>	<b>\$ 111,084</b>	<b>\$ 103,615</b>	<b>\$ (7,469)</b>	<b>-6.7%</b>	<b>\$875,704</b>	<b>\$ 964,231</b>	<b>\$ 899,025</b>	<b>\$ (65,206)</b>	<b>-6.8%</b>	<b>\$ 899,025</b>	<b>\$ 1,279,920</b>	<b>70.24%</b>
<b>Recurring:</b>													
<b>Giving less Expenses</b>	\$ (55,756)	\$ (6,167)	\$ (26,878)	\$ (20,711)		\$ (18,767)	\$ (19,981)	\$ 1,885	\$ 21,866		\$ 1,885	\$ (20,920)	

General Fund Balance

Prior Month	This Month	Inc / (Dec)
\$ 723,302	\$ 735,314	\$ 12,012

% of Year Elapsed

75%

**Highlights**

- \* Giving for September was down vs. budget, but ahead vs. LY - Reminder our expense budget is about \$20K greater than 2022 Giving
- \* Personnel Exp were \$1K over our straightlined budget for the month of Sept. (only one part time open headcount in music)
- \* Office supplies are \$4K unfavorable YTD - Kelly working on live stream cost saving initiative

**Key Call Outs:**

2023 budget was not balanced - aligned as a congregation to use \$20K from reserves to fund budget.  
\$7.7K in income results from accounting rule changes in Jan 2023 to discontinue children's and youth ministry dedicated accounts and in include in general budget

- 5% behind budget for 2023
- Personnel expense – only \$1,000 over budget for September
- Looking like we may not need to use any reserves.
- Discussion focused on all the things to rejoice about for 2023

### 2024 budget first look

- Intent tonight is to inform & get everyone up to speed
- Exec committee is meeting 10/31 to look closer at budgets by line item
- Personnel estimates for 2024 are 70% of total budget
  - 2023 \$866,000 (69% of budget)
  - Estimate will be \$836,000 actual

## Personnel Budget Roll Up for 2024

	Salary and Housing	FICA	Retirement	health, disability and survivor	Employee share of Benefits	Total Expense	% of Giving Budget
2023 Personnel Budget						\$866,616	69%
2023 est annual expense						\$836,000	66%
Current Payroll expenses annualized	\$652,490	\$33,861	\$53,191	\$163,797	(\$19,459)	\$883,880	
2024 Payroll with 3% COLA	\$672,064	\$34,877	\$54,786	\$163,797	(\$19,459)	\$906,067	72%

\$40K increase in Personnel budget 2024 vs 2023

## Preliminary 2024 budget roll up

<b>2024 Budgeted Income</b>	<b>\$1,259,000</b>
<b>flat to 2023 budget</b>	
2024 budget Personnel	\$906,067
Bldg Expense *	\$103,700
Office Supplies *	\$50,950
Program Expense *	\$54,840
Benevolence *	\$203,830
<b>Total 2024 Expense Estimate</b>	<b>\$1,319,387</b>
<b>Shortfall</b>	<b>-\$60,387</b>
Note: \$40K in increased payroll expense + \$20K from the reserve shortfall that we agreed to at the annual mtg in January	
* budget flat to 2023	

Assumes 2023 actuals = 2023 budgeted amount

Our initial 2024 roll up is \$1343K

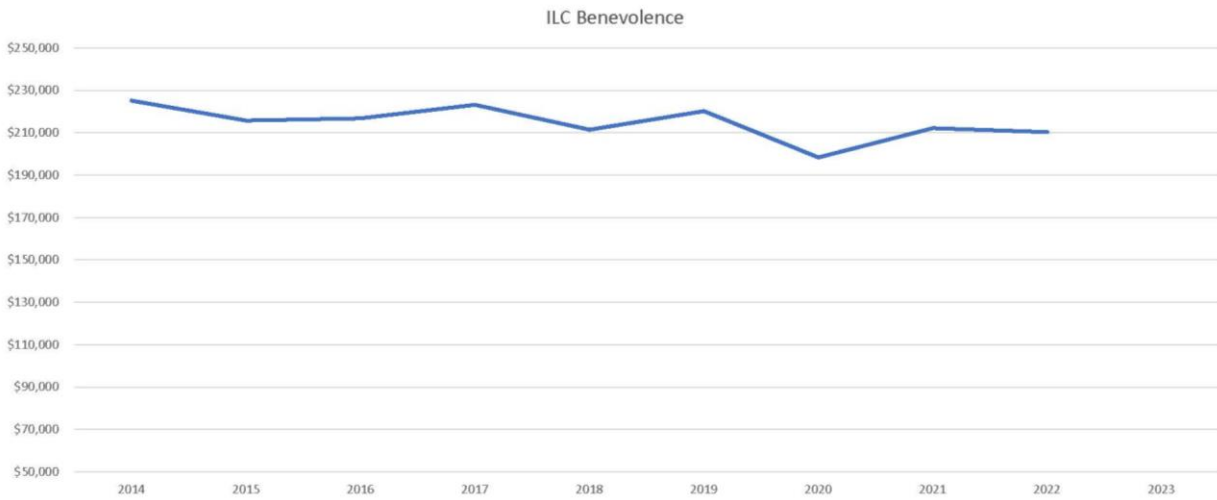
Children and Youth Ministry adjustment still needed

# 10 year history of Giving and Personnel Exp(000)



In 2014 personnel exp = 63% of budget; in 2024 personnel exp is estimated to = 72% of budget w/ 3% COLA

# Immanuel's 10 year benevolence giving



## Options to balance budget

- Giving increases of \$60K and all non-personnel exp stay flat to 2023
  - Reduce Benevolence
  - Don't fill open headcount in Music - \$10K savings
  - No COLA for staff in 2024 reduces expenses by \$22.2K
  - Take dollars from reserves (at around \$300K after Raise the Roof "loan" of \$100K)
  - Other
- This information was shared with the staff Oct. 4<sup>th</sup> at program meeting
    - Kelly shared it was a good discussion and the staff has been focused on all of the ways we are blessed and how we can work together to make necessary adjustments
  - Initial budget requests are \$1.34M
  - 10 year giving history vs personnel – headcount hasn't changed much, but inflation has brought personnel from 62% to 72% of budget
  - For annual meeting Kelly will pull data on funds given on top of budgeted benevolence and non-financial gifts

## Projected giving scenarios

### Projected Giving Scenarios (000)

2023 YTD (Jan - Sept) Giving		\$900	
Oct - Dec historical giving		Proj 2023	
2022	383.5		\$1,283.5
2021	440.3		\$1,340.3
2020	395.5		\$1,295.5
2019	424.5		\$1,324.5
2018	358.3		\$1,258.3

Pledges were flat to 2022

- Based on projected giving scenarios we have reason to believe we will end 2023 on target
- Dan asked of the last 5 years how many were pledges flat
  - We want to encourage people to grow their giving, but history will help with how we frame this
  - Kelly will get info from MaryKay on pledge trends
- Executive is recommending we freeze any new hiring of staff until we have year end numbers and budget is settled

## Continuing Education

- Approved early bird registration for Paul E and Grace to register for Youth Extravaganza in January 2024. Additional conversation is needed on a better Continuing Education policy and clear expectations of how much each staff member receives.
- Kelly will review dedicated funds to see if any can be allocated to registration & airfare paid in 2023. All remaining conference expenses will be realized in 2024.

Pastor Dan closed in prayer. Meeting adjourned at 6:55pm.

