

**Immanuel Lutheran Church
Executive Church Council Meeting Minutes
December 4, 2012**

Attendees: John Urbanski, Brian Nichols, Rick Harrison, Pastor Susan Weaver, Pastor Paul Nelson, Karen Travis

Absent: Lee Prinkkila

John called the meeting to order at 6:03 p.m. Devotion provided by Pastor Susan.

Motions:

Motion made	Made by	Second	Outcome of vote
Motioned to approve minutes from November.	Rick H.	Brian N.	Motion carried

Action Items Assigned:

Action items	Assigned to	Target date	Status

Reports:

Secretary's Report – Karen Travis

- Rick motioned to approve November meeting minutes. Brian seconded. Motion carried.

Financial Secretary's Report – Rick Harrison

- Had a good month relative to other years at this time.
- Attendance continues to drop off, but giving continues to go up every year.

Treasurer's Report – Brian Nichols

- Giving was \$8,000 less than plan and expenses were a bit higher than plan. Even though we're \$10,000 behind plan for the month, we're still in good shape.
- Five for Fifty campaign—considering inviting people who have not yet pledged to donate in the spring.
- Reviewed current draft of the 2013 budget.
 - Discussed uncertainty with tax situation (e.g., Fiscal Cliff), and the possibility of scaling the budget back a bit until there's more clarification.
 - Budget for 2013 revenue is estimated to be less than actual 2012 income, so it's relatively flat.
 - Overall expenses reflect an approximately 3% increase over 2011. Brian to get clarification on increase in supplies and expenses, and also property-related expenses and health insurance increases.
 - Discussed funds needed to remodel Room A (old youth room)—perhaps moving money out of Utilities and moving it to improvements.
 - Evangelism budget increased because Communication-related expenses were added (e.g., website redesign, Luther's Way redesign, advertising).
 - Have not made room to add staff in the current draft budget.
- Next steps:
 - Confirm staff salary increase of 2.5%.
 - Determine whether to plan for a deficit again in 2013 (which currently budget draft includes). Historically we have had money to carry over from the previous year to help close the gap. Overall, the group is comfortable, but additional input on Stewardship will be helpful to understand the trend.

- Immanuel has a cash surplus that has built up over the years. Traditionally we've been conservative on budgeting and realistic on expenses. The budget deficit is realistic given the financial history of Immanuel, as giving has always been above plan. Based on final December numbers, we may be able to increase the budget so we don't have to present a deficit. John suggested budgeting closer to where we think we'll be based on historical figures to reduce the deficit. Group agreed to a revenue budget of \$1,107,000 for 2013, which will bring the deficit down to \$15,000.

Vice President's Report – Lee Prinkkila

- No report

Pastor updates:

Pastor Susan

- Heather Frank from Isaiah is finished with her work here. Pastor Susan would like to provide a small personal gift of thanks for her service.
- Prayers for church members experiencing difficulties.

Pastor Paul

- Visioning meeting on December 17 at 7 p.m. Three key words have been raised up: Connection (with larger community, people in church), community (more visible and effective presence), and care (continuing to serve members of the congregation and our neighbors). Great feedback and participation. The meeting on Thursday, December 13 will include a select group of those who have been involved in the process. Talked about trying to do a Sunday session—perhaps January 13.
- Pastor Paul and Pastor Susan met with David Andersen to follow up on Vibrant Faith Ministries contract (not included in budget: \$4,000 annually for three years). They're in the process of re-writing their proposal and will get back to us with more details. The group brings a larger perspective to the process, helping staff understand how their work falls into the vision.

President items:

- Nominating Committee started the work of filling positions. Rick will be moving on. Gold sheet request for anyone interested in being Synod representatives.
- Council retreat dates: February 2 (immediately after the annual meeting), February 9, March 2, or March 9. Retreat would be from 8 a.m. to 3 p.m. John to check with Vibrant Faith Ministries to see if they're available.
- Lee submitted a draft Employee Handbook. John suggested pulling together a group to review and provide input to the Executive Committee (e.g., Bev Lohs, John, Rick, Lee, Karen). The group will try and meet before Christmas.

Next meeting

January 8, 6 p.m.

Meeting adjourned at 7:31 p.m.

Next meeting is Council next week.

Prayerfully submitted,

Karen Travis
Church Council Secretary

Income Summary

2012 November Analysis Summary

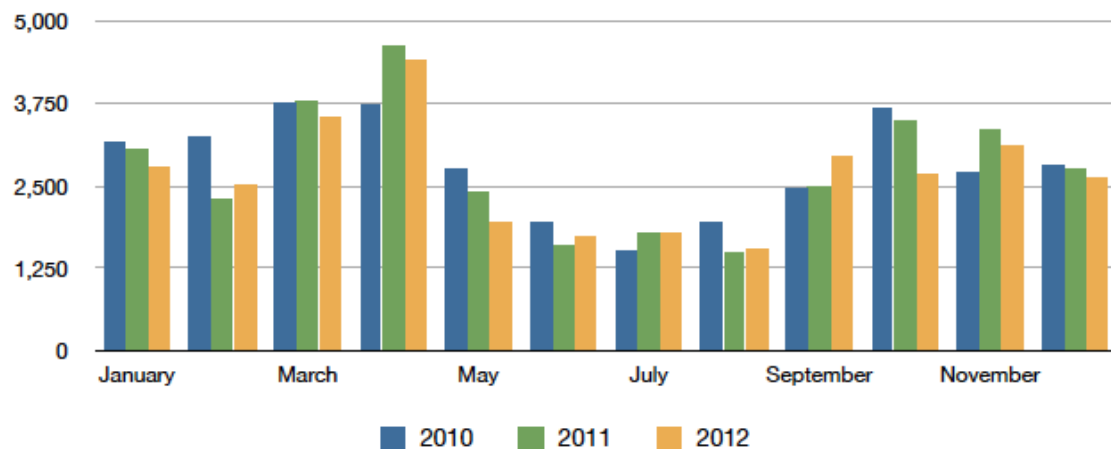
November 2012 giving was less than November 2011 and less than November 2012 budget.

- Actual giving 2012 vs 2011:
 - November giving: \$826 (1.0%) less than 2011 (\$82,074 vs \$82,900)
 - YTD giving: \$55,465 (6.3%) more than 2011 (\$929,368 vs \$873,903)
- Actual giving vs budget:
 - November: \$9,235 (10.1%) less than budget (\$82,074 vs \$91,309)
 - YTD: \$29,6334 (3.3%) more than budget (\$929,368 vs \$899,752)
- Completed 92% of 2012 budget year with total giving at 87% of budget.
- Attendance:
 - Sundays in November 2012: 4 (YTD 48) 2011: 4 (YTD 48)

Immanuel Attendance: 2011 vs. 2012

Date	2010	2011	2012	2012 Cum	Variance	Cum Variance
January	3,151	3,054	2,784	2,784	(270)	(270)
February	3,254	2,300	2,502	5,286	202	(68)
March	3,764	3,793	3,553	8,839	(240)	(308)
April	3,722	4,616	4,415	13,254	(201)	(509)
May	2,757	2,417	1,948	15,202	(469)	(978)
June	1,957	1,595	1,724	16,926	129	(849)
July	1,505	1,772	1,782	18,708	10	(839)
August	1,938	1,493	1,544	20,252	51	(788)
September	2,472	2,495	2,957	23,209	462	(326)
October	3,670	3,483	2,670	25,879	(813)	(1,139)
November	2,713	3,343	3,111	28,990	(232)	(1,371)
YTD Avg	2,809	2,760	2,635			

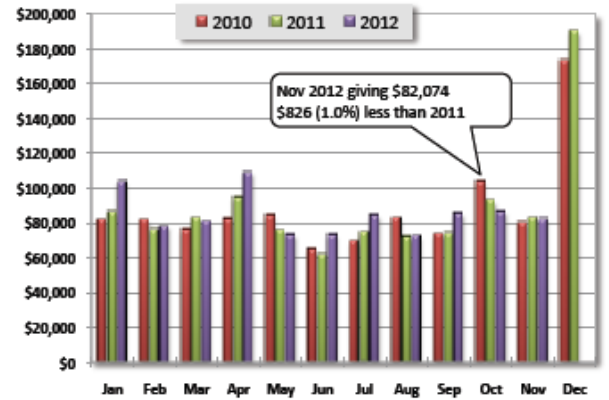
Immanuel Lutheran 3 Year Attendance Comparison



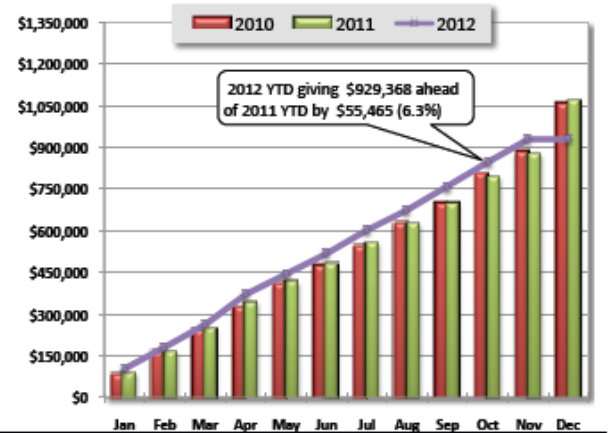
Income Report

Immanuel Lutheran Church Income Report for November 2012

Monthly Giving						
Month	2009	2010	2011	2012	Var \$	Var %
January	69,088	81,681	86,230	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	73,058	(2,535)	-3.4%
June	65,109	65,110	61,527	73,349	11,822	19.2%
July	62,889	69,531	74,684	84,562	9,878	13.2%
August	82,315	82,890	72,215	72,617	402	0.6%
September	73,270	73,435	73,812	85,876	12,063	16.3%
October	76,167	103,989	92,878	86,578	(6,300)	-6.8%
November	101,925	80,006	82,900	82,074	(826)	-1.0%
December	171,577	173,149	190,460			
YTD	1,041,772	1,055,340	1,064,363	929,368	55,465	6.3%



Cumulative Giving by Month						
Month	2009	2010	2011	2012	Var \$	Var %
January	69,088	81,681	86,230	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	444,312	28,427	6.8%
June	473,630	472,340	477,412	517,661	40,249	8.4%
July	536,519	541,871	552,096	602,223	50,127	9.1%
August	618,834	624,761	624,312	674,840	50,528	8.1%
September	692,104	698,196	698,124	760,716	62,591	9.0%
October	768,271	802,185	791,002	847,294	56,291	7.1%
November	870,195	882,191	873,903	929,368	55,465	6.3%
December	1,041,772	1,055,340	1,064,363	929,368	(134,995)	-12.7%



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	73,058	(1,063)	-1.4%	25,527	6.1%
June	67,973	73,349	5,376	7.9%	30,903	6.3%
July	69,966	84,562	14,596	20.9%	45,499	8.2%
August	73,948	72,617	(1,331)	-1.8%	44,168	7.0%
September	80,875	85,876	5,001	6.2%	49,169	6.9%
October	96,878	86,578	(10,300)	-10.6%	38,869	4.8%
November	91,309	82,074	(9,235)	-10.1%	29,634	3.3%
December	175,266					
Annual	1,075,000	929,368	-- NA --	-- NA --	(145,632)	86.5%

