



February 2025 Executive Committee Meeting Minutes

Date: 02-11-2025	Time: 6:00 PM	Location: Fellowship Hall
Attendees: Pastor Dan, Kelly Meyers (Church Administrator), Tom Getchius (President), Julie Maes (VP), Kirsten Stenoien (Treasurer), Rick Ites (Financial Secretary), Kim Whalen (Secretary)		
Absent: Pastor Paul		
Call To Order: 6:00 PM Devotion: Tom G. Adjourned: 7:00 PM motion Julie, 2nd Kirsten		
Approval of January 2025 Meeting Minutes: Rick moved, Julie seconded – all voted to approve		

Action Item	Who	Status	Target Completion
Communication on Raise the Roof including celebration of success and additional roof section needs	Kelly & Pastor Paul	In Progress	Feb 2025
Review Continuing Ed policy and form with Program staff at next meeting	Pastor Paul	In Progress	Mar 2025
Get updated quotes from Tom Total	Kelly	In Progress	Mar 2025
Initial Plan for timeline for migration to Amplify software platform (for each module)	Kelly	Complete	Jan 2025
Updated timeline for training and implementation of main Amplify modules	Kelly	In Progress	Mar 2025
Consider gradual step up of FICA benefit for future years (item from budget meeting)	Executive Committee	Future	
2024 Budget numbers summary email and ideas for going forward	Pastor Paul	In Progress	Mar 2025
Annual Meeting minutes - provide edits for draft to Kim and post link for congregation	Kim, Kelly, All	In Progress	Feb 2025
Plan how to get reports out of new system	Rick, Kirsten, and Kelly	In Progress	Mar 2025

plan for helping remaining Vanco givers complete the transition to Amplify	Kelly and Rick	In Progress	Mar 2025
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Attendance - Rick I.

- January attendance 1,865 - 61% in house 39% online, comparable to last year
- typical ratio of in-person to remote

Giving - Rick I.

- Raise the Roof \$10.4k for January
- Other giving: no January report yet due to ongoing transition to new software system

Financial Statements - Kirsten S.

- ILC implemented a new financial software in January of 2025. Kirsten Stenoien, Treasurer, and Kelly Meyers are in process of reconciling the bank statement as well as verifying account activity and balances to ensure the new system is functioning as expected. Financial statements were not presented to council this month as January financials are not yet finalized.

Software Transition

- Rick reported that training the counters on the Amplify software went well.
- We need to figure out the best way to get reports out of the new system. The difference between the Giving module and the Financial module (Shelby Financials) was discussed. The Giving module income should post to the Financial module, but the Financial module contains the official numbers that would be used for audits. The total amount given should match between the two modules, but the breakdown into categories will vary between them.
- Kirsten now has access to the financial system.

Internal/External Audit

- Internal audits are completed annually.
- The audit committee discussed doing a cursory review at end of Q1 with the hope of catching any issues with the new system early. When determining the exact timing, we need to also consider having time to get in everything in order and processes documented, so we might want to consider Q2 instead.

Pastoral Update - Pastor Dan

- Has created a reading list as well as some documents to support discernment about the Senior Pastor role. The documents keep changing as he goes through the process.
- Discussed the importance of calling an Interim pastor
 - third party eyes / outside perspective, very beneficial during a time of transition
 - help existing staff have time to adjust

- help with ideas of what adjustments need to happen
- staffing structure concerns could be addressed better
- congregation can experience a different leader and realize we are still Immanuel
- pastoral care through the loss of long-time staff members
- need to be fully staffed throughout the call process because there are many needs

Staff Update - Kelly M.

- 50 out of 147 regular electronic givers still need to move off Vanco

Immanuel Lutheran Church
Monthly Attendance Comparison



2022 2023 2024 2025

Raise the Roof Campaign Tracking

April 2022 - April 2025

3 Year Pledge TOTAL: \$

421,214

Year	Month	Received	Total	Actual %	Expected %
2022	Apr	\$ 11,998	\$ 11,998	3%	3%
2022	May	\$ 22,030	\$ 34,028	8%	6%
2022	June	\$ 50,788	\$ 84,815	20%	8%
2022	July	\$ 14,044	\$ 98,859	23%	11%
2022	Aug	\$ 8,530	\$ 107,389	25%	14%
2022	Sept	\$ 12,384	\$ 119,773	28%	17%
2022	Oct	\$ 13,013	\$ 132,786	32%	19%
2022	Nov	\$ 9,893	\$ 142,679	34%	22%
2022	Dec	\$ 17,214	\$ 159,893	38%	25%
2023	Jan	\$ 12,461	\$ 172,354	41%	28%
2023	Feb	\$ 13,342	\$ 185,696	44%	31%
2023	Mar	\$ 12,876	\$ 198,572	47%	33%
2023	Apr	\$ 7,802	\$ 206,374	49%	36%
2023	May	\$ 7,825	\$ 214,199	51%	39%
2023	June	\$ 9,619	\$ 223,818	53%	42%
2023	July	\$ 6,969	\$ 230,787	55%	44%
2023	Aug	\$ 12,338	\$ 243,125	58%	47%
2023	Sept	\$ 7,622	\$ 250,747	60%	50%
2023	Oct	\$ 13,103	\$ 263,850	63%	53%
2023	Nov	\$ 23,162	\$ 287,012	68%	56%
2023	Dec	\$ 17,302	\$ 304,314	72%	58%
2024	Jan	\$ 10,569	\$ 314,883	75%	61%
2024	Feb	\$ 12,505	\$ 327,388	78%	64%
2024	Mar	\$ 12,119	\$ 339,507	81%	67%
2024	Apr	\$ 8,604	\$ 348,110	83%	69%
2024	May	\$ 16,542	\$ 364,652	87%	72%
2024	June	\$ 7,687	\$ 372,339	88%	73%
2024	July	\$ 5,853	\$ 378,192	90%	78%
2024	Aug	\$ 13,954	\$ 392,146	93%	81%
2024	Sept	\$ 6,997	\$ 399,143	95%	83%
2024	Oct	\$ 5,877	\$ 405,020	96%	86%
2024	Nov	\$ 12,594	\$ 417,614	99%	89%
2024	Dec	\$ 18,667	\$ 436,281	104%	92%
2025	Jan	\$ 10,413	\$ 446,694	106%	94%
2025	Feb		\$ 446,694	106%	97%
2025	Mar		\$ 446,694	106%	100%