



## January 10, 2026 Executive Committee Meeting Minutes

<b>Date:</b> 01-06-2026	<b>Time:</b> 8:30 PM	<b>Location:</b> Fellowship Hall
<b>Attendees:</b> Pastor Dan, Deacon Savannah, Pastor Steve, Kelly Meyers (Church Administrator), Tom Getchius (President), Julie Maes (VP), Kirsten Stenoien (Treasurer), Rick Ites (Financial Secretary), Kim Whalen (Secretary)		
<b>Call To Order:</b> 10:07 PM <b>Prayer:</b> Kirsten S. <b>Adjourned:</b> 12:01		

Action Item	Who	Status	Expected Completion date
Put together 2026 holiday calendar	Clergy + Kelly	Complete	Dec 2025
Write and sign letters to clergy with approved housing allowances	Tom	Complete	Dec 2025
Make sure Christina is compensated for time spent transferring music to Amplify	Julie	Complete	Dec 2025
Detailed proposal for personnel budget	Julie	Complete	Dec 2025
Consider gradual step-up of FICA benefit for future years (item from 2024 budget meeting and 2025 budget meeting)	Executive Committee	Future	Revisit during budgeting for 2027
Rename Weekly (4000) budget category	Rick	In Progress	2026
Let Lou H, know about parking lot sealing/stripping being pulled out	Kirsten	In Progress	Jan 2026
Need a policy for the nature of staff travel expenses	Executive Committee	In Progress	2026
Try to split out types of giving, such as pledged, regular electronic, periodic	Rick	In Progress	June 2026

## **MN paid leave policy**

Via email in advance of the meeting, we reviewed a Minnesota Paid Leave Policy for Immanuel staff that was provided to us by Julie M., and voted to approve it.

## **2025 Giving and Expenses**

- December wasn't great, but full year 2025 giving came in very close to budget (slightly under).
- We had planned for a deficit budget, but we ended slightly positive.
- Expenses were under budget for the year by about \$23,000.
  - roof repair more than budgeted
  - extra giving to Raise the Roof helped somewhat to offset that
  - lower personnel expenses than budgeted
  - Worship, Music, and Arts (WMA) came in about \$2,000 over budget, and didn't go so high until December. Some of this was credit card payments for music purchased on November. One third of WMA budget hit in December.
- Giving continues to be less affected by seasonality. (December giving isn't as much higher than the rest of the year as it used to be, which is consistent with last year.)
- Pastor Dan expressed that the Stewardship team and effort will be functioning somewhat differently in 2026. For example, more consistent messaging throughout the year.

## **2026 Budget**

- For giving, we are hoping for a slight increase, partly driven by planned communication throughout the year.
- Changes to the proposed budget since we last met:
  - Rick's projected giving number
  - Pastor Steve's new contract, plus remaining payment on old contract
  - Building - removed seal coating and striping parking lot (about \$18,000)
  - Removed tent for Welcome Weekend (\$8,400) - donated in past years
  - Divided Worship budget out from Music & Arts - Dan will own budget for Worship and Kyung will own budget for Music & Arts (in both cases alongside WMA council member). This does not change the budget numbers, but will help with planning/budgeting in future years.
  - Benevolence remains set at 16% like 2025

- \$500 misc was moved out from under benevolence
- About \$2,400 for Amextra trip is currently within the 16% benevolence, but Deacon Savannah and Kelly Roberts have asked us to consider not drawing this money from the 16% benevolence.
- At Pastor Dan's suggestion, we reduced a line item that was used to cover things like staff lunches and parties. This helped us get to a budget with a small deficit (less than last year's budget deficit) without touching benevolence or staff cost of living increases (which are the easiest targets for carving big amounts off the budget). In some cases, we also included some increases to staff salaries beyond cost of living, to move some individuals toward guidelines recommended by the synod.
- The Adult Faith Formation and Fellowship budget category will be broken out into two departments, which would better align with council members. Same with Stewardship and Evangelism.

### **Funding for ongoing non-budgeted maintenance (mostly building)**

- Building maintenance reserve and roof replacement expenses are **not** included in the 2026 budget, but it is a recognized need. Tom Totall and crew have been doing the roof replacements at cost and he is retiring soon. We discussed what the messaging about this should be at the annual meeting. The long term goal is to have money set aside. The roof is only the current issue, but there will be more. Legacy giving could be part of this.
- The goal of messaging at the Annual Meeting will be to plant the seeds, with more detailed communications coming later in the year.
  - Immediate need for roof
  - Need for replacement reserves (with examples)
  - Ask for legacy giving