



S T . M A T T H E W

Living God's Love

## **Agenda & Reports Congregational Council Meeting**

**October 22, 2024 at 5:00 PM**

### **Join Zoom Meeting**

<https://zoom.us/j/2219534065?pwd=ZjdyVlFtR21lZFBrSW9uS1BFRRFJvQT09>

**Meeting ID: 221 953 4065**

**Password: stmattgl**

**Telephone (audio only) option:**

**Dial 1(646) 558-8656**

**Enter Meeting ID: 221 953 4065# (when prompted)**

**Enter password: 736222# (when prompted)**

*“Living God’s Love”*

**St. Matthew Evangelical Lutheran Church**

400 North Broadway Street † Medina Ohio 44256

330-725-8885 †office@stmatthewmedina.org †www.stmatthewmedina.org

**St. Matthew Evangelical Lutheran Church**  
**Congregational Council Meeting Agenda**  
**October 22, 2024, 5:00pm**

- Call to Order, Roll Call
- Opening Prayer/Devotions - Amanda
- Approval of the Prior Meeting Minutes
- Monthly Updates and Reports:
  - a. Deacon's Report
  - b. Pastor's Report
  - c. President
  - d. Vice President
  - e. Secretary Report
  - f. Treasurer Report
  - g. At Large Members/Liaisons
- Old Business:
  - St. Matthew Cultural Collective – any feedback?
  - Risk Management/Safety – brief update
  - Renovation Committee – email for updates sent 09/15
  - Stewardship Committee – updates? Pledge cards?
  - Budgets 2025 – updates
  - Fun Fellowship – update Fall Fest
  - Grace House Update
  - Faith House Update
- New Business
  - Annual Meeting Prep
  - Promise Place survey update
  - Open position – At Large Member
  - Hiring Lavonne DuBois as part time organist effective 11/1/24
  - Administrative Assistant vacation status update
- Closing Prayer

***Next Meeting – ??? @5:00 pm – Brown Room***

***October Opening Prayer/Devotions – Pastor Steve***

**St. Matthew Lutheran  
Church Congregation Council  
September 17th, 2024**

President	Jen Knaggs	P
Vice President	Kristine Neate	P
Secretary	Delores Ivan	P
Treasurer	Teri Uttech	P
At Large Officers	Amanda Kotick	P
	Bruce Reed	P
	Jim Woodard	P
Deacon	Lindsay Stertzbach	P
Pastor	Steve Mahaffey	P

Roll call of attendees started the meeting. Guests included Rachel Knaggs, Kristin Weight, and Sandy Andrews.

Opening devotion and prayer was given by Teri with an article on being ready to listen to others; genuinely listen, like the Samaritan woman at the well. Listen with intention. Challenge yourself to be a better listener.

Reviewed minutes from August 20th. No corrections were needed. Amanda motioned to approve the minutes and Teri seconded the motion. All in favor and motion passed.

- The next topic discussed was from new business to be presented by our guests regarding the organ status (the complete committee consists of Rachel Knaggs, Kristin Weight, Helen Graf, Ellen Jakovcic, Larry Mohler, Carol Mulhbach, Kelly Obermeier, Cindy Piovarchy, and Susie Siebert.)
- We moved this discussion to the forefront so our guests could leave when finished. A healthy discussion ensued. The committee met with three companies so far (Leek, Holkamp, and Shontz). It would cost \$250,000 to repair our current organ and still not be up to par. The Allen organ was most promising. A full document was presented to the Council to review. Based on the information presented, the best option would be to replace our current organ with a digital one. It would cost \$30,000 and no maintenance is needed on a digital one with 40 ranks.
- We then listened to a CD of music played on a digital organ and it sounded amazing. The organ committee will be meeting with a few other companies as well before a final decision is presented to Council to vote on, but all were in agreement that we do need to replace and not invest more into attempting to repair.

**Deacons Report:**

- Nothing to add to her written report.

**Pastors Report:**

- Although there has been significant growth and healing taking place, we as a congregation continue to struggle at times with healthy communication practices. Pastor Steve wanted to commend the Cultural Collective for the work they'd put forth to help guide the congregation, and recommended the document they created become a part of the Leadership Manual.

**Presidents Report:**

- Jen will discuss her items in the new business.

**Vice President's Report:**

- Nothing to report.

**Secretary Report:**

- Nothing to report other than what is in the minutes.

**Treasurer's Report:**

- Offerings were about \$5000 below but this was expected in the summer months.
- A \$2200 grant was received for Loads of Love. A line item was added for Loads of Love on the financial report.
- Endowment fund matured and Teri got it renewed at 5% interest rate.
- Talked about Promise House and how certain items are applied on the financials.

**At Large Officer's Reports:**

- None to report at this time

**Old Business:**

- Kristin reported on how we can communicate information with the congregation. The Cultural Collective Document was prepared and sent to the council to review and determine how to get the message out to the congregation.
- Pastor Steve mentioned we should include this in the Leadership Manual.

- Risk Management Safety Committee- Jen is making contacts and we plan to meet again in mid October. Information is being sent to Jen on how to proceed. Some immediate things we can do that don't involve money are locking external doors when having committee meetings in the church. Discussed other items that will cost money, however, there are grants that can be written to help offset monies. Will have more information at the next meeting.
- Stewardship committee has two new members added: Bob and Carla Maas.
- 2025 budget numbers are all in and being worked on.
- God's Work Our Hands was very successful! The churches involved were very grateful.

### **New Business:**

- Grace House proposal- raise rent to \$1600 with a yearly lease or \$1800 for a month to month as of January 1st 2025. We had a lengthy conversation on this before we voted on it. Motion made by Pastor Steve and seconded by Kristine to accept this proposal. (7 yes, 1 no, 1 na). Separate document on voting results sent to the Congregation Council.
- Faith House proposal- Council discussed the information submitted by the Financial committee and voted to to rent this house. This proposal was also discussed at length. Rent would be the same as for Grace House to go on the market Nov 1st. Motion made by Pastor Steve and seconded by Kristine to accept this proposal (7 yes, 1 no, 1 na). Separate document on voting results sent to the Congregation Council.
- Memorial Funds Policy has been completed. Amending to remove the word "mission" and replace it with ministry. Motion made by Deacon Lindsay to accept this policy with the amendment and Delores seconded the motion. All in favor. (8 yes, 1 na)
- Medina Chocolate Walk coordinated by the Medina Arts Council set for October 26th. Email from Jen will be coming soon. Julie is making a chocolate trail mix to hand out. Watch for the sign up sheet.
- The topic of Deacon Lindsay's maternity leave and sabbatical. Council needs to vote on this. Deacon Lindsay excused herself from the meeting and voting and the remainder of council discussed this issue. After discussion, motion was made by Teri and seconded by Jim to provide this necessary time for Deacon. All in favor- motion passed (7 yes, 1 recused, 1 na). She will begin her maternity leave October 7th - April 1st and then be on a sabbatical for three months which is long overdue.

**Next meeting October 22nd, 2024@ 5:00 pm in the old brown room.**

**October Opening Prayer/devotions by Amanda.**

Meeting closed with the Lord's Prayer recited by all.

**St. Matthew Lutheran Church  
Congregational Council Voting Results  
September 17, 2024**

The Congregational Council met on September 17th, 2024. We discussed four proposals requiring our votes.

**First, we voted on raising the rent on Grace House.**

- Grace House proposal- raise rent to \$1600 with a yearly lease or \$1800 for a month to month as of January 1st 2025.  
**Motion was made by Pastor Steve** to approve this request.  
**Motion was seconded by Kristine.**

**We had 7 yes votes, 1 no, 1 na  
Motion passed**

**Second, we voted on reclassifying Faith House as a rental property.**

- Faith House proposal- reclassify as a rental and rent for \$1600 with a yearly lease or \$1800 for a month to month as of November 1st 2024. Motion made by Pastor Steve and seconded Kristine to accept this proposal. (7 yes, 1 no, 1 NA).  
**Motion was made by Pastor Steve** to approve this request.  
**Motion was seconded by Kristine.**

**We had 7 yes votes, 1 no, 1 na  
Motion passed**

**Third, we voted on The Memorial Funds Policy.**

- Memorial Funds Policy has been completed. Suggested amending to remove the word "mission" and replace it with "ministry".

**Motion made by Deacon Lindsay to accept this policy with the amendment and Delores seconded the motion. All in favor. (8 yes, 1 na)  
Motion passed**

**Fourth, we voted on Sabbatical for Deacon Lindsay.**

On the topic of Deacon Lindsay's maternity leave and sabbatical, Deacon Lindsay excused herself from the meeting, and the remainder of council discussed the situation. Council voted. **Deacon Lindsay recused herself from voting.**

**Motion was made by Teri and seconded by Jim to provide this necessary time for Deacon. All in favor- motion passed (7 yes, 1 recused, 1 na). She will begin her maternity leave October 7th for 12 weeks. She will then be on sabbatical for three months and return to her position April 1st.**

Respectfully submitted,  
Delores Ivan

Report to Congregation Council  
October 22, 2024

It's been 5 weeks since we last met at Council ... and what a month and week it was!

The highlight for me this past month involved my traveling to LaGrange, Texas to officiate at the wedding of my youngest twin, Jon and his now wife Josie. Jon is the first of my three children (and the youngest of them) to get married. They chose to marry at the Lutheran church camp where they first met. It was a fun-filled and joyous event, filled with lots of dancing and reconnections of friends and family. As a pastor, I didn't expect that it would "feel" any different than any other wedding while officiating ... boy, was I wrong! I started to get emotional as the ceremony began, but I was able to choke it down and get through it. I cannot express what an honor and privilege it is to be able to be a part of the seminal moments in the lives of people ... but especially in the lives of my own children. It's a true gift!

There were many things that happened these past weeks. In addition to my son's wedding, I officiated the wedding of Jennifer George and Tyrone Tripp. I baptized Oliver Schaller. Two of our saints entered the Church Triumphant ... Marliese Leggitt and Joan Batke. I led the Celebration of Life for Joan, while Pastor Jim Watson led the funeral for Marliese (as I was away for my son's wedding). Bishop Laura Barbins led worship on October 13<sup>th</sup>. We celebrated Lindsay and Austin and their future child with a baby shower, and we prayed for Lindsay as she began her maternity leave, which will be followed up by her 3-month sabbatical. A few of us met up at Bent Ladder for an evening of fellowship. I attended a High School football game to cheer on some of the youth of the congregation. I visited the site of a future wedding coming up in November with the couple and discussed the ceremony and plans. The Luther League held their annual spaghetti dinner and dessert auction (I finally won something after a couple years of bidding!). I attended a couple of meetings. Bible and Brew met (although we took October off). And many of us attended the Fall Festival at Richardson Farms. In addition, I was out to visit with some of the shut-ins/hospitalized/ members to offer support and pastoral care.

Probably the biggest adjustment that happened during this time (towards the end) has been wrapping my mind around the various ministry items I'll be picking-up with Deacon Lindsay being away for six months. Although I've performed most of them while I was serving St. Luke's as a solo pastor, the adjustment is figuring out how to honor (as best I can) how things have been done by her these past seven years, while at the same time doing things the way I do them. I've found myself asking many questions about "traditions" and "methods" from various people, as I don't want to step on things or leave items out when they've become established and treasured by the congregation. Just the realities of me being me as a different individual. It's been good, as I continue to comment that I'm learning something new about the congregation, even after these past two and a half years.

In Christ, with Christ, for Christ!  
Pastor Steve



# St. Matthew Evangelical Lutheran Church

## Statement of Activity

September 2024

	TOTAL	
	SEP 2024	JAN - SEP, 2024 (YTD)
<b>Revenue</b>		
44000 Offerings	28,650.51	262,606.15
44200 Temp Restricted Offerings	2,084.24	94,819.23
<b>Total Revenue</b>	<b>\$30,734.75</b>	<b>\$357,425.38</b>
<b>GROSS PROFIT</b>	<b>\$30,734.75</b>	<b>\$357,425.38</b>
<b>Expenditures</b>		
51000 Benevolence		192.92
51010 ELCA - Mission Support	1,528.00	13,918.00
51015 ELCA - World Hunger		519.02
51080 ELCA - LOMO		1,000.00
51101 Feeding Medina County		1,000.00
51110 Operation Homes		1,000.00
<b>Total 51000 Benevolence</b>	<b>1,528.00</b>	<b>17,629.94</b>
52150 Pastor Steve Mahaffey		
52151 Compensation		
52152 Salary	5,516.66	49,649.94
52153 Housing Allowance	2,000.00	18,000.00
52156 Social Security	575.00	5,175.00
<b>Total 52151 Compensation</b>	<b>8,091.66</b>	<b>72,824.94</b>
52155 Benefits		
52157 Retirement & Medical	3,199.92	28,799.28
52158 Continuing Education		1,021.18
52160 Car/Business Expense	200.31	2,730.69
<b>Total 52155 Benefits</b>	<b>3,400.23</b>	<b>32,551.15</b>
<b>Total 52150 Pastor Steve Mahaffey</b>	<b>11,491.89</b>	<b>105,376.09</b>
52200 Deacon		
52210 Compensation		
52211 Salary	6,516.66	58,649.94
<b>Total 52210 Compensation</b>	<b>6,516.66</b>	<b>58,649.94</b>
52220 Benefits		
52212 Car/Business Expenses	25.90	1,668.91
52221 Retirement and Medical	1,500.17	13,501.53
52223 Continuing Education		1,154.14
<b>Total 52220 Benefits</b>	<b>1,526.07</b>	<b>16,324.58</b>
<b>Total 52200 Deacon</b>	<b>8,042.73</b>	<b>74,974.52</b>
52350 Pastor Substitute	311.18	1,242.02

# St. Matthew Evangelical Lutheran Church

## Statement of Activity

September 2024

	TOTAL	
	SEP 2024	JAN - SEP, 2024 (YTD)
52400 Pastoral Admin. Assistant		
52410 Compensation		
52411 Salary	2,425.50	24,171.00
<b>Total 52410 Compensation</b>	<b>2,425.50</b>	<b>24,171.00</b>
<b>Total 52400 Pastoral Admin. Assistant</b>	<b>2,425.50</b>	<b>24,171.00</b>
52500 Music Personnel		
52510 Organist	687.50	11,187.50
52511 Worship Musicians		1,400.00
52520 Luther Choir Director		1,904.16
52530 Kids of the Kingdom Director		816.75
<b>Total 52500 Music Personnel</b>	<b>687.50</b>	<b>15,308.41</b>
52600 Parish Nurse		
52610 Salary	764.58	5,734.35
<b>Total 52600 Parish Nurse</b>	<b>764.58</b>	<b>5,734.35</b>
52700 Nursery Staff	48.90	635.70
52800 Custodian	1,198.50	9,905.00
52810 Bookkeeper	120.85	1,438.12
52900 FICA for Non-pastors	873.93	8,468.46
53000 Administration		
53010 Telephone	250.99	2,159.54
53014 Office Supplies	100.10	1,107.51
53015 ACS Technologies	168.67	1,512.69
53020 Internet	59.95	676.10
53040 Postage		892.67
53050 Conference Expense		722.42
53080 Office Equipment	204.79	1,799.78
53090 Office Eq. Maintenance Agmt.		546.05
53110 Miscellaneous		173.21
53112 Archival Project		254.55
<b>Total 53000 Administration</b>	<b>784.50</b>	<b>9,844.52</b>
53016 Bank charges		115.00
53060 Workers Compensation	94.96	1,090.60
53120 Finance		58.00
53122 Stewardship Supplies		312.08
53123 Service Cost/Fees - Intuit/Vanc	273.58	2,973.83
<b>Total 53120 Finance</b>	<b>273.58</b>	<b>3,343.91</b>
53130 Property Management		
53131 Supplies	59.86	590.66
53132 Utilities	860.03	9,504.67

# St. Matthew Evangelical Lutheran Church

## Statement of Activity

September 2024

	TOTAL	
	SEP 2024	JAN - SEP, 2024 (YTD)
53133 Insurance		9,952.00
53134 Repairs and Maintenance		5,468.59
53135 Lawn Care/Snow Removal	256.20	2,582.25
53138 Capital Impr/Depreciation Expen	2,563.30	51,863.16
53140 Grace House		4,995.42
53160 Faith House	160.48	5,607.96
<b>Total 53130 Property Management</b>	<b>3,899.87</b>	<b>90,564.71</b>
54000 Congregational Life Ministry		
54010 Adult Choir Music & Supplies		44.28
54020 Special Bulletins (Wedding/Funeral)	178.64	178.64
54021 Licensing/Annual Subscriptions	12.00	1,235.00
54022 Christ in Our Home Booklets		192.00
54040 Altar Guild	85.89	1,330.34
54060 Flowers (Altar & Memorial)	130.00	1,305.00
54061 Flowers (Special Occasion - Christmas, Easter)		1,181.28
54070 Outdoor Worship		10.00
54080 Organ Main.		160.00
54120 Health & Wellness		16.76
54130 New Member Receptions		118.24
54160 Adult Sunday School / Bible stu		19.12
<b>Total 54000 Congregational Life Ministry</b>	<b>406.53</b>	<b>5,790.66</b>
55000 Comprehensive Youth Ministry		
55010 Luther Middles (6-8 Youth group)		359.46
55020 Luther League		9,954.15
55070 Sunday School (Pre K-5th)		
55071 Lesson Materials		164.63
55072 Supplies and Misc.	36.96	91.43
<b>Total 55070 Sunday School (Pre K-5th)</b>	<b>36.96</b>	<b>256.06</b>
55080 Sunday School (6th - 12th)		
55081 Lesson Materials	199.00	449.60
55082 Supplies & Misc.		77.56
55083 Graduation Gifts/Reception		94.44
<b>Total 55080 Sunday School (6th - 12th)</b>	<b>199.00</b>	<b>621.60</b>
55090 Confirmation Ministry/Retreat		586.11
55100 Vacation Bible School		675.07
55140 First Communion Ministry/Retrea		204.65
55160 College Care Packages		151.49
55170 ELCA Youth Gathering		6,000.00
55180 Rally Day	91.80	91.80
<b>Total 55000 Comprehensive Youth Ministry</b>	<b>327.76</b>	<b>18,900.39</b>

# St. Matthew Evangelical Lutheran Church

## Statement of Activity

September 2024

	TOTAL	
	SEP 2024	JAN - SEP, 2024 (YTD)
56000 Communication Evang. Ministry		
56030 Ads, Spiritual Messages	59.50	1,693.50
56040 Video Spiritual Production	25.99	282.19
56065 Website		434.73
<b>Total 56000 Communication Evang. Ministry</b>	<b>85.49</b>	<b>2,410.42</b>
57000 Social Concerns Ministry		
51060 God's Work Our Hands	1,320.90	1,320.90
<b>Total 57000 Social Concerns Ministry</b>	<b>1,320.90</b>	<b>1,320.90</b>
58000 Small Group Ministry		
58030 Socials & Promotional Items		257.67
<b>Total 58000 Small Group Ministry</b>		<b>257.67</b>
65600 Payroll Expenses	0.00	0.00
67000 Interest Expense	129.95	1,251.43
<b>Total Expenditures</b>	<b>\$34,817.10</b>	<b>\$399,773.82</b>
<b>NET OPERATING REVENUE</b>	<b>\$ -4,082.35</b>	<b>\$ -42,348.44</b>
Other Revenue		
70100 Interest Income	1,982.91	15,639.27
90000 Released from restrictions	2,893.43	52,819.07
91000 Designated funds carried over	-662.70	-82,258.72
92000 Same Year restricted fund usage	-1,421.54	-16,502.66
<b>Total Other Revenue</b>	<b>\$2,792.10</b>	<b>\$ -30,303.04</b>
<b>NET OTHER REVENUE</b>	<b>\$2,792.10</b>	<b>\$ -30,303.04</b>
<b>NET REVENUE</b>	<b>\$ -1,290.25</b>	<b>\$ -72,651.48</b>

**St. Matthew Evangelical Lutheran Church**  
**Budget vs. Actuals: 2024 Approved Budget - FY24 P&L**  
 January - December 2024

	Sep 2024				Total			
	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
<b>Revenue</b>								
44000 Offerings	28,650.51	29,166.67	-516.16	98.23%	262,606.15	350,000.00	-87,393.85	75.03%
44200 Temp Restricted Offerings	2,084.24		2,084.24		94,819.23	0.00	94,819.23	
<b>Total Revenue</b>	<b>\$30,734.75</b>	<b>\$ 29,166.67</b>	<b>\$ 1,568.08</b>	<b>105.38%</b>	<b>\$357,425.38</b>	<b>\$ 350,000.00</b>	<b>\$ 7,425.38</b>	<b>102.12%</b>
<b>Gross Profit</b>	<b>\$30,734.75</b>	<b>\$ 29,166.67</b>	<b>\$ 1,568.08</b>	<b>105.38%</b>	<b>\$357,425.38</b>	<b>\$ 350,000.00</b>	<b>\$ 7,425.38</b>	<b>102.12%</b>
<b>Expenditures</b>								
51000 Benevolence			0.00		192.92	0.00	192.92	
51010 ELCA - Mission Support	1,528.00	1,458.33	69.67	104.78%	13,918.00	17,500.00	-3,582.00	79.53%
51015 ELCA - World Hunger			0.00		519.02	0.00	519.02	
51080 ELCA - LOMO		83.33	-83.33	0.00%	1,000.00	1,000.00	0.00	100.00%
51101 Feeding Medina County		83.33	-83.33	0.00%	1,000.00	1,000.00	0.00	100.00%
51102 Cups Cafe		83.33	-83.33	0.00%	0.00	1,000.00	-1,000.00	0.00%
51110 Operation Homes		83.33	-83.33	0.00%	1,000.00	1,000.00	0.00	100.00%
<b>Total 51000 Benevolence</b>	<b>\$ 1,528.00</b>	<b>\$ 1,791.65</b>	<b>-\$ 263.65</b>	<b>85.28%</b>	<b>\$ 17,629.94</b>	<b>\$ 21,500.00</b>	<b>-\$ 3,870.06</b>	<b>82.00%</b>
52150 Pastor Steve Mahaffey			0.00		0.00	0.00	0.00	
52151 Compensation			0.00		0.00	0.00	0.00	
52152 Salary	5,516.66	5,516.67	-0.01	100.00%	52,408.27	66,200.00	-13,791.73	79.17%
52153 Housing Allowance	2,000.00	2,000.00	0.00	100.00%	19,000.00	24,000.00	-5,000.00	79.17%
52156 Social Security	575.00	575.00	0.00	100.00%	5,462.50	6,900.00	-1,437.50	79.17%
<b>Total 52151 Compensation</b>	<b>\$ 8,091.66</b>	<b>\$ 8,091.67</b>	<b>-\$ 0.01</b>	<b>100.00%</b>	<b>\$ 76,870.77</b>	<b>\$ 97,100.00</b>	<b>-\$ 20,229.23</b>	<b>79.17%</b>
52155 Benefits			0.00		0.00	0.00	0.00	
52157 Retirement & Medical	3,199.92	3,199.92	0.00	100.00%	28,799.28	38,399.00	-9,599.72	75.00%
52158 Continuing Education		83.33	-83.33	0.00%	1,021.18	1,000.00	21.18	102.12%
52160 Car/Business Expense	200.31	391.67	-191.36	51.14%	3,030.95	4,700.00	-1,669.05	64.49%
<b>Total 52155 Benefits</b>	<b>\$ 3,400.23</b>	<b>\$ 3,674.92</b>	<b>-\$ 274.69</b>	<b>92.53%</b>	<b>\$ 32,851.41</b>	<b>\$ 44,099.00</b>	<b>-\$ 11,247.59</b>	<b>74.49%</b>
<b>Total 52150 Pastor Steve Mahaffey</b>	<b>\$11,491.89</b>	<b>\$ 11,766.59</b>	<b>-\$ 274.70</b>	<b>97.67%</b>	<b>\$109,722.18</b>	<b>\$ 141,199.00</b>	<b>-\$ 31,476.82</b>	<b>77.71%</b>
52200 Deacon			0.00		0.00	0.00	0.00	
52210 Compensation			0.00		0.00	0.00	0.00	
52211 Salary	6,516.66	6,516.67	-0.01	100.00%	61,908.27	78,200.00	-16,291.73	79.17%
<b>Total 52210 Compensation</b>	<b>\$ 6,516.66</b>	<b>\$ 6,516.67</b>	<b>-\$ 0.01</b>	<b>100.00%</b>	<b>\$ 61,908.27</b>	<b>\$ 78,200.00</b>	<b>-\$ 16,291.73</b>	<b>79.17%</b>
52220 Benefits			0.00		0.00	0.00	0.00	
52212 Car/Business Expenses	25.90	320.83	-294.93	8.07%	1,668.91	3,850.00	-2,181.09	43.35%
52221 Retirement and Medical	1,500.17	1,500.17	0.00	100.00%	13,501.53	18,002.00	-4,500.47	75.00%
52223 Continuing Education		83.33	-83.33	0.00%	1,154.14	1,000.00	154.14	115.41%
<b>Total 52220 Benefits</b>	<b>\$ 1,526.07</b>	<b>\$ 1,904.33</b>	<b>-\$ 378.26</b>	<b>80.14%</b>	<b>\$ 16,324.58</b>	<b>\$ 22,852.00</b>	<b>-\$ 6,527.42</b>	<b>71.44%</b>
<b>Total 52200 Deacon</b>	<b>\$ 8,042.73</b>	<b>\$ 8,421.00</b>	<b>-\$ 378.27</b>	<b>95.51%</b>	<b>\$ 78,232.85</b>	<b>\$ 101,052.00</b>	<b>-\$ 22,819.15</b>	<b>77.42%</b>
52350 Pastor Substitute	311.18	166.67	144.51	186.70%	1,592.02	2,000.00	-407.98	79.60%
52400 Pastoral Admin. Assistant			0.00		0.00	0.00	0.00	
52410 Compensation			0.00		0.00	0.00	0.00	
52411 Salary	2,425.50	2,916.67	-491.17	83.16%	25,641.00	35,000.00	-9,359.00	73.26%
<b>Total 52410 Compensation</b>	<b>\$ 2,425.50</b>	<b>\$ 2,916.67</b>	<b>-\$ 491.17</b>	<b>83.16%</b>	<b>\$ 25,641.00</b>	<b>\$ 35,000.00</b>	<b>-\$ 9,359.00</b>	<b>73.26%</b>
<b>Total 52400 Pastoral Admin. Assistant</b>	<b>\$ 2,425.50</b>	<b>\$ 2,916.67</b>	<b>-\$ 491.17</b>	<b>83.16%</b>	<b>\$ 25,641.00</b>	<b>\$ 35,000.00</b>	<b>-\$ 9,359.00</b>	<b>73.26%</b>
52500 Music Personnel			0.00		0.00	0.00	0.00	
52510 Organist	687.50	1,247.92	-560.42	55.09%	12,687.50	14,975.00	-2,287.50	84.72%
52511 Worship Musicians		370.83	-370.83	0.00%	1,550.00	4,450.00	-2,900.00	34.83%
52520 Luther Choir Director		291.67	-291.67	0.00%	2,221.52	3,500.00	-1,278.48	63.47%
52530 Kids of the Kingdom Director		100.00	-100.00	0.00%	932.25	1,200.00	-267.75	77.69%
<b>Total 52500 Music Personnel</b>	<b>\$ 687.50</b>	<b>\$ 2,010.42</b>	<b>-\$ 1,322.92</b>	<b>34.20%</b>	<b>\$ 17,391.27</b>	<b>\$ 24,125.00</b>	<b>-\$ 6,733.73</b>	<b>72.09%</b>

52600 Parish Nurse			0.00		0.00	0.00	0.00	
52610 Salary	764.58	764.58	0.00	100.00%	5,734.35	9,175.00	-3,440.65	62.50%
52620 Mileage Reimbursement		29.17	-29.17	0.00%	0.00	350.00	-350.00	0.00%
<b>Total 52600 Parish Nurse</b>	<b>\$ 764.58</b>	<b>\$ 793.75</b>	<b>-\$ 29.17</b>	<b>96.33%</b>	<b>\$ 5,734.35</b>	<b>\$ 9,525.00</b>	<b>-\$ 3,790.65</b>	<b>60.20%</b>
52700 Nursery Staff	48.90	158.33	-109.43	30.88%	733.50	1,900.00	-1,166.50	38.61%
52800 Custodian	1,198.50	1,433.33	-234.83	83.62%	11,244.50	17,200.00	-5,955.50	65.38%
52810 Bookkeeper	120.85	191.67	-70.82	63.05%	1,558.97	2,300.00	-741.03	67.78%
52900 FICA for Non-pastors	873.93	1,000.00	-126.07	87.39%	9,074.72	12,000.00	-2,925.28	75.62%
53000 Administration			0.00		0.00	0.00	0.00	
53010 Telephone	250.99	250.00	0.99	100.40%	2,410.53	3,000.00	-589.47	80.35%
53014 Office Supplies	100.10	208.33	-108.23	48.05%	1,107.51	2,500.00	-1,392.49	44.30%
53015 ACS Technologies	168.67	160.00	8.67	105.42%	1,512.69	1,920.00	-407.31	78.79%
53020 Internet	59.95	83.33	-23.38	71.94%	676.10	1,000.00	-323.90	67.61%
53040 Postage		83.33	-83.33	0.00%	892.67	1,000.00	-107.33	89.27%
53041 Postage - Communication Evangelism		41.67	-41.67	0.00%	0.00	500.00	-500.00	0.00%
53042 Postage - Comprehensive Youth		41.67	-41.67	0.00%	0.00	500.00	-500.00	0.00%
53043 Postage - Congregational Life		41.67	-41.67	0.00%	0.00	500.00	-500.00	0.00%
<b>Total 53040 Postage</b>	<b>\$ 0.00</b>	<b>\$ 208.34</b>	<b>-\$ 208.34</b>	<b>0.00%</b>	<b>\$ 892.67</b>	<b>\$ 2,500.00</b>	<b>-\$ 1,607.33</b>	<b>35.71%</b>
53050 Conference Expense		100.00	-100.00	0.00%	722.42	1,200.00	-477.58	60.20%
53080 Office Equipment	204.79		204.79		1,799.78	0.00	1,799.78	
53090 Office Eq. Maintenance Agmt.		166.67	-166.67	0.00%	546.05	2,000.00	-1,453.95	27.30%
53100 Leased Office Equipment		166.67	-166.67	0.00%	0.00	2,000.00	-2,000.00	0.00%
53110 Miscellaneous		29.17	-29.17	0.00%	173.21	350.00	-176.79	49.49%
53111 Personnel Expenses		68.75	-68.75	0.00%	0.00	825.00	-825.00	0.00%
53112 Archival Project		41.67	-41.67	0.00%	254.55	500.00	-245.45	50.91%
<b>Total 53000 Administration</b>	<b>\$ 784.50</b>	<b>\$ 1,482.93</b>	<b>-\$ 698.43</b>	<b>52.90%</b>	<b>\$ 10,095.51</b>	<b>\$ 17,795.00</b>	<b>-\$ 7,699.49</b>	<b>56.73%</b>
53016 Bank charges		25.00	-25.00	0.00%	115.00	300.00	-185.00	38.33%
53060 Workers Compensation	94.96	83.33	11.63	113.96%	1,090.60	1,000.00	90.60	109.06%
53120 Finance			0.00		58.00	0.00	58.00	
53121 Financial Audit		8.33	-8.33	0.00%	0.00	100.00	-100.00	0.00%
53122 Stewardship Supplies		62.50	-62.50	0.00%	407.91	750.00	-342.09	54.39%
53123 Service Cost/Fees - Intuit/Vanc	273.58	291.67	-18.09	93.80%	3,165.27	3,500.00	-334.73	90.44%
<b>Total 53120 Finance</b>	<b>\$ 273.58</b>	<b>\$ 362.50</b>	<b>-\$ 88.92</b>	<b>75.47%</b>	<b>\$ 3,631.18</b>	<b>\$ 4,350.00</b>	<b>-\$ 718.82</b>	<b>83.48%</b>
53130 Property Management			0.00		0.00	0.00	0.00	
53131 Supplies	59.86	150.00	-90.14	39.91%	590.66	1,800.00	-1,209.34	32.81%
53132 Utilities	860.03	1,250.00	-389.97	68.80%	9,699.68	15,000.00	-5,300.32	64.66%
53133 Insurance		916.67	-916.67	0.00%	9,952.00	11,000.00	-1,048.00	90.47%
53134 Repairs and Maintenance		583.33	-583.33	0.00%	5,468.59	7,000.00	-1,531.41	78.12%
53135 Lawn Care/Snow Removal	256.20	416.67	-160.47	61.49%	2,838.45	5,000.00	-2,161.55	56.77%
53138 Capital Impr/Depreciation Expen	2,563.30	2,500.00	63.30	102.53%	51,863.16	30,000.00	21,863.16	172.88%
53140 Grace House		291.67	-291.67	0.00%	5,065.92	3,500.00	1,565.92	144.74%
53160 Faith House	160.48	291.67	-131.19	55.02%	5,772.12	3,500.00	2,272.12	164.92%
<b>Total 53130 Property Management</b>	<b>\$ 3,899.87</b>	<b>\$ 6,400.01</b>	<b>-\$ 2,500.14</b>	<b>60.94%</b>	<b>\$ 91,250.58</b>	<b>\$ 76,800.00</b>	<b>\$ 14,450.58</b>	<b>118.82%</b>
54000 Congregational Life Ministry			0.00		0.00	0.00	0.00	
54010 Adult Choir Music & Supplies		25.00	-25.00	0.00%	44.28	300.00	-255.72	14.76%
54011 Kids' Choir/Music		4.17	-4.17	0.00%	0.00	50.00	-50.00	0.00%
54013 Praise Team/Music		4.17	-4.17	0.00%	0.00	50.00	-50.00	0.00%
54020 Special Bulletins (Wedding/Funeral)	178.64	16.67	161.97	1071.63%	178.64	200.00	-21.36	89.32%
54021 Licensing/Annual Subscriptions	12.00	105.83	-93.83	11.34%	1,235.00	1,270.00	-35.00	97.24%
54022 Christ in Our Home Booklets		14.58	-14.58	0.00%	192.00	175.00	17.00	109.71%
54023 Special Bulletins (Wedding, funeral, etc) (deleted)		0.00	0.00		0.00	0.00	0.00	
54040 Altar Guild	85.89	150.00	-64.11	57.26%	1,330.34	1,800.00	-469.66	73.91%
54060 Flowers (Altar & Memorial)	130.00	187.50	-57.50	69.33%	1,305.00	2,250.00	-945.00	58.00%
54061 Flowers (Special Occasion - Christmas, Easter)		129.17	-129.17	0.00%	1,181.28	1,550.00	-368.72	76.21%
54070 Outdoor Worship		0.83	-0.83	0.00%	10.00	10.00	0.00	100.00%

54080 Organ Main.	66.67	-66.67	0.00%	160.00	800.00	-640.00	20.00%	
54110 Care Connection Ministry	14.58	-14.58	0.00%	0.00	175.00	-175.00	0.00%	
54120 Health & Wellness	8.33	-8.33	0.00%	16.76	100.00	-83.24	16.76%	
54130 New Member Receptions	16.67	-16.67	0.00%	118.24	200.00	-81.76	59.12%	
54140 Special Events, Advent Dinners, etc.	16.67	-16.67	0.00%	0.00	200.00	-200.00	0.00%	
54160 Adult Sunday School / Bible stu	8.33	-8.33	0.00%	19.12	100.00	-80.88	19.12%	
<b>Total 54000 Congregational Life Ministry</b>	<b>\$ 406.53</b>	<b>\$ 769.17</b>	<b>-\$ 362.64</b>	<b>52.85%</b>	<b>\$ 5,790.66</b>	<b>\$ 9,230.00</b>	<b>-\$ 3,439.34</b>	<b>62.74%</b>
55000 Comprehensive Youth Ministry			0.00	0.00	0.00	0.00		
55010 Luther Middles (6-8 Youth group	25.00	-25.00	0.00%	359.46	300.00	59.46	119.82%	
55020 Luther League			0.00	10,225.92	0.00	10,225.92		
55030 Conv, Retreats, Workshops, Adul	8.33	-8.33	0.00%	0.00	100.00	-100.00	0.00%	
55060 Luther Littles (PK-5 youth grou	12.50	-12.50	0.00%	0.00	150.00	-150.00	0.00%	
55070 Sunday School (Pre K-5th)			0.00	0.00	0.00	0.00		
55071 Lesson Materials	83.33	-83.33	0.00%	164.63	1,000.00	-835.37	16.46%	
55072 Supplies and Misc.	36.96	41.67	-4.71	88.70%	91.43	500.00	-408.57	18.29%
55073 Christmas Expense		4.17	-4.17	0.00%	0.00	50.00	-50.00	0.00%
<b>Total 55070 Sunday School (Pre K-5th)</b>	<b>\$ 36.96</b>	<b>\$ 129.17</b>	<b>-\$ 92.21</b>	<b>28.61%</b>	<b>\$ 256.06</b>	<b>\$ 1,550.00</b>	<b>-\$ 1,293.94</b>	<b>16.52%</b>
55080 Sunday School (6th - 12th)			0.00	0.00	0.00	0.00		
55081 Lesson Materials	199.00	45.83	153.17	434.21%	449.60	550.00	-100.40	81.75%
55082 Supplies & Misc.		8.33	-8.33	0.00%	77.56	100.00	-22.44	77.56%
55083 Graduation Gifts/Reception		8.33	-8.33	0.00%	94.44	100.00	-5.56	94.44%
<b>Total 55080 Sunday School (6th - 12th)</b>	<b>\$ 199.00</b>	<b>\$ 62.49</b>	<b>\$ 136.51</b>	<b>318.45%</b>	<b>\$ 621.60</b>	<b>\$ 750.00</b>	<b>-\$ 128.40</b>	<b>82.88%</b>
55090 Confirmation Ministry/Retreat		83.33	-83.33	0.00%	586.11	1,000.00	-413.89	58.61%
55100 Vacation Bible School		41.67	-41.67	0.00%	675.07	500.00	175.07	135.01%
55130 Lutheran College Scholarship (ELCA college)		41.67	-41.67	0.00%	0.00	500.00	-500.00	0.00%
55140 First Communion Ministry/Retrea		25.00	-25.00	0.00%	204.65	300.00	-95.35	68.22%
55160 College Care Packages		25.00	-25.00	0.00%	151.49	300.00	-148.51	50.50%
55170 ELCA Youth Gathering		500.00	-500.00	0.00%	6,000.00	6,000.00	0.00	100.00%
55180 Rally Day	91.80	12.50	79.30	734.40%	91.80	150.00	-58.20	61.20%
<b>Total 55000 Comprehensive Youth Ministry</b>	<b>\$ 327.76</b>	<b>\$ 966.66</b>	<b>-\$ 638.90</b>	<b>33.91%</b>	<b>\$ 19,172.16</b>	<b>\$ 11,600.00</b>	<b>\$ 7,572.16</b>	<b>165.28%</b>
56000 Communication Evang. Ministry			0.00	0.00	0.00	0.00		
56010 Materials and Supplies		6.25	-6.25	0.00%	0.00	75.00	-75.00	0.00%
56030 Ads, Spiritual Messages	59.50	135.42	-75.92	43.94%	1,693.50	1,625.00	68.50	104.22%
56040 Video Spiritual Production	25.99	29.17	-3.18	89.10%	282.19	350.00	-67.81	80.63%
56060 Evangelism Outreach		175.00	-175.00	0.00%	0.00	2,100.00	-2,100.00	0.00%
56065 Website		54.17	-54.17	0.00%	434.73	650.00	-215.27	66.88%
<b>Total 56000 Communication Evang. Ministry</b>	<b>\$ 85.49</b>	<b>\$ 400.01</b>	<b>-\$ 314.52</b>	<b>21.37%</b>	<b>\$ 2,410.42</b>	<b>\$ 4,800.00</b>	<b>-\$ 2,389.58</b>	<b>50.22%</b>
57000 Social Concerns Ministry			0.00	0.00	0.00	0.00		
51060 God's Work Our Hands	1,320.90	41.67	1,279.23	3169.91%	1,406.99	500.00	906.99	281.40%
57300 Grief Booklets		10.42	-10.42	0.00%	0.00	125.00	-125.00	0.00%
<b>Total 57000 Social Concerns Ministry</b>	<b>\$ 1,320.90</b>	<b>\$ 52.09</b>	<b>\$ 1,268.81</b>	<b>2535.80%</b>	<b>\$ 1,406.99</b>	<b>\$ 625.00</b>	<b>\$ 781.99</b>	<b>225.12%</b>
58000 Small Group Ministry			0.00	0.00	0.00	0.00		
58010 Senior Happy Hour		25.00	-25.00	0.00%	0.00	300.00	-300.00	0.00%
58020 Books and Video Series		25.00	-25.00	0.00%	0.00	300.00	-300.00	0.00%
58030 Socials & Promotional Items		58.33	-58.33	0.00%	257.67	700.00	-442.33	36.81%
<b>Total 58000 Small Group Ministry</b>	<b>\$ 0.00</b>	<b>\$ 108.33</b>	<b>-\$ 108.33</b>	<b>0.00%</b>	<b>\$ 257.67</b>	<b>\$ 1,300.00</b>	<b>-\$ 1,042.33</b>	<b>19.82%</b>
65600 Payroll Expenses		0.00	0.00		0.00	0.00	0.00	
67000 Interest Expense		129.95	129.95		1,374.48	0.00	1,374.48	
<b>Total Expenditures</b>	<b>\$34,817.10</b>	<b>\$ 41,300.11</b>	<b>-\$ 6,483.01</b>	<b>84.30%</b>	<b>\$415,150.55</b>	<b>\$ 495,601.00</b>	<b>-\$ 80,450.45</b>	<b>83.77%</b>
<b>Net Operating Revenue</b>	<b>-\$ 4,082.35</b>	<b>-\$12,133.44</b>	<b>\$ 8,051.09</b>	<b>33.65%</b>	<b>-\$ 57,725.17</b>	<b>-\$145,601.00</b>	<b>\$ 87,875.83</b>	<b>39.65%</b>
<b>Other Revenue</b>								
70100 Interest Income	1,982.91		1,982.91		15,639.27	0.00	15,639.27	
90000 Released from restrictions	2,893.43		2,893.43		52,819.07	0.00	52,819.07	
91000 Designated funds carried over	-662.70		-662.70		-82,258.72	0.00	-82,258.72	
92000 Same Year restricted fund usage	-1,421.54		-1,421.54		-16,502.66	0.00	-16,502.66	

Total Other Revenue	\$ 2,792.10	\$ 0.00	\$ 2,792.10		-\$ 30,303.04	\$ 0.00	-\$ 30,303.04
Net Other Revenue	\$ 2,792.10	\$ 0.00	\$ 2,792.10		-\$ 30,303.04	\$ 0.00	-\$ 30,303.04
Net Revenue	-\$ 1,290.25	-\$12,133.44	\$10,843.19	10.63%	-\$ 88,028.21	-\$145,601.00	\$ 57,572.79 60.46%

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# St. Matthew Evangelical Lutheran Church

## Statement of Financial Position

As of September 30, 2024

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
11100 General Checking - Huntington 1	41,040.95
11400 Endowment - Hunt 07664529755	20,648.23
11800 Restricted Savings - Huntington	561,643.79
<b>Total Bank Accounts</b>	<b>\$623,332.97</b>
<b>Total Current Assets</b>	<b>\$623,332.97</b>
Fixed Assets	
14100 400 N. Broadway	887,790.00
14200 Grace House 229 Pearl	<b>141,892.00</b>
14400 432 N Broadway Street	101,980.00
<b>Total Fixed Assets</b>	<b>\$1,131,662.00</b>
<b>TOTAL ASSETS</b>	<b>\$1,754,994.97</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	<b>\$31,566.20</b>
Equity	
30001 Unrestricted Net Assets	636,714.64
32000 Retained Earnings	578,901.59
33000 Restricted Savings Account	0.00
33001 Loads of Love holding acct	2,300.00
33040 Promise Place Proceed Fund - PPP Fund	413,445.55
33100 Property Management Maintenance	0.00
33080 Church Landscaping	0.00
33503 Naming Trees Memorial	81.93
<b>Total 33080 Church Landscaping</b>	<b>81.93</b>
33090 Capital Improvement	17,185.47
33091 Interior Remodel Fund	11,729.39
<b>Total 33090 Capital Improvement</b>	<b>28,914.86</b>
35000 Grace House usable funds	123.46
<b>Total 33100 Property Management Maintenance</b>	<b>29,120.25</b>
33200 Congregational Life	0.00
33130 Altar Guild	581.56
33131 Acolyte Robes	636.55
33132 Flowers	59.77
33203 Drama & Music Account	2,735.51
33204 Stephen Ministry Fund	2,175.16
33211 Women of the Church	4,377.11
33525 Harry Klein - Library	167.44

# St. Matthew Evangelical Lutheran Church

## Statement of Financial Position

As of September 30, 2024

	TOTAL
<b>Total 33200 Congregational Life</b>	<b>10,733.10</b>
33300 Comprehensive Youth	0.00
32112 Luther Middles (6-8)	371.00
<b>Total 33300 Comprehensive Youth</b>	<b>371.00</b>
33400 Communication Evangelism	
33450 Audio / Video Technology	1,430.71
<b>Total 33400 Communication Evangelism</b>	<b>1,430.71</b>
33500 Memorial	98,716.52
33700 Small Group Ministry	0.00
33701 Coffee Bar Donations	12.00
<b>Total 33700 Small Group Ministry</b>	<b>12.00</b>
33800 Social Concerns Ministry	3,475.17
33030 LDR - St. Matthew Disaster Resp	1,250.39
33031 God's Work Our Hands	789.10
<b>Total 33800 Social Concerns Ministry</b>	<b>5,514.66</b>
<b>Total 33000 Restricted Savings Account</b>	<b>561,643.79</b>
34000 Endowment	20,648.23
Opening Bal Equity	-1,828.00
Net Revenue	-72,651.48
<b>Total Equity</b>	<b>\$1,723,428.77</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$1,754,994.97</b>

## Saint Matthew Finance Committee Agenda/ Notes

September 11,2024

Present: Barb Woodard, Mary Dunham, Bruce Reed, Terri, Pastor Steve, Austin Stertzbach, Jen Knaggs

1. Opening Prayer - Jen
2. Approval of August Minutes – move to approve, Jen 2<sup>nd</sup> , approved
3. Promise Place proceeds – hold until we receive results of Google Doc survey – discussion about purchase and sale of Promise Place, how it was funded, survey is open until 9/30/24 - call Jim Frame
  - a. Consider ELCA Foundation vs Mission Fund
4. Review July 2024 Financial Reports on target for budget, revenue was down 5k for August,
5. Property inventory- hold till September - Heather and Jen – moved 4<sup>th</sup> Q
6. Re review of Money Handling Policy and Procedures – Luther League review in September – delay to October
7. Rental of Pearl Street Property – (Grace House) – Bill Knags and Joyce – greatest revenue from Grace house is \$300-400, discussion of need to increase rent to Zillow \$1700/mo., Redfin \$1633, consider if you owned this property, decision to increase to Pamer proposed increase to \$1500, Austin second, discussion to increase to 1500/mo. for a 12 mo. rental agreement, or 1600 month to month.
  - a. Recommendation to advise counsel, property to execute, notice to renter by 10/1/24, Bruce will notify property
8. Undesignated gifts - memorial gift policy/guideline – being added to Council agenda to be presented by Terri – document shared, recommended to change verbiage of Google Doc storage, Terri to take document to Council for a vote.
9. Stewardship Program development need to invite Tim and John to October
  - a. Should have happened prior to the budget process
  - b. Need to contact Tim and John
  - c. Synod is offering program development -
  - d. Need a pledge - need an estimate of giving – Pamer step up
    - i. Steve and John to work on this
  - e. Return pledge card by pledge cards by 10/31/24
  - f. Get cards out by 10/1/24
  - g. Annual Meeting 11/17/24
  - h. Bruce to provide documents
10. Good news moment 7/28/24 – completed - removed
11. Wifi at Faith house – sign connected with phones, extending internet are \$20/mo.
  - a. Goal to keep Frontier as it always provides office
  - b. Deb – to call Frontier re

- c. Rex not interested to help
  - d. Austin to show Steve/Bill K. what he knows
12. 2025 budget – Terri questions -- 5% of offerings to ELCA -Mary – recommendation to keep at 5%, 5 orgs to receive \$1000, nobody in charge of congregational life - Melody chose not to facilitate budget. Pastor Steve to assist Terri to clean up congregational life including brackets of Worship etc. Pastor Steve is planning Fun Fellowship Group, Gods work our Hands – needed direction on funding, recommend we budget for tech support
  13. Property and Casualty - Pamer to reach out to new insurance orgs – concealed carry may provide a insurance premium, need to let insurance company know if we know we have CC in the building – Jen and Pamer to work together
  14. New benefits -Portico – Terri bringing awareness of new plan – offering new retirement plan – Roth/IRA, payroll company can support a Roth/IRA – Bruce asked about the standards in compensation - 2025 is on the Synod website
  15. Faith House rental - Joyce mentioned renting the Faith House – space is available – Jen – recommendation to Council to rent out Faith House, out of pocket expenses to St. Matthew 6k—likely 1.5k/mo.- goal to move to rental by 1/1/25
  16. Grant writing for congregations – going to send to Helen G. – sent to HG and Emily Faust - unknown if either attended
  17. New Items:
    - a. Huntington Endowment Fund (\$20648) - 7 mo. CD matured on 9/7, need to take action need 25 for ELCA, perhaps need 5k from Promise Place funds to seed a fund in ELCA – use congregational meeting to recommend we move 5k to the Endowment fund
    - b. New computer for Deb – Temple Talk? – Deb needs perhaps a laptop, Deb would like an IT help line, perhaps talk to Riztech - Terri to look for a consult – Mary would like to see this a s stand alone project
    - c. LGL Samaritan Fund – moved from Akron Foundation to new Medina Community Foundation – donations can be accepted –
    - d. Mary would like to identify another counter- Bob Moss will be tapped
    - e. John Baker asked about R. Law funds – use some of those funds to support people who had sexual violence – support Medina Children’s Center
  18. Meeting adjourned at 6:59.

St. Matthew Evangelical Lutheran Church Medina, OH  
Property Committee Meeting Minutes  
Monday, October 14, 2024 6pm

**Attendance:**

Bill Knaggs, Joyce Davis, Tom Davis, Scott Johnson, Bruce Reed

**GENERAL DISCUSSIONS:**

1. Joyce shared that the southeast steps and southwest church entrance concrete was patched and the hand rail was secured at the southwest church entrance. Work was performed by Griffiths Construction LLC West Salem, OH and invoice for \$1,000.00 was submitted for payment.
2. Bruce stated that the *Residential Lease Agreement* was revised and presented to the current tenants of Grace House (229 Pearl St.) on Tuesday, October 8, 2024. Monthly rental increased from \$1,200/month to \$1,500/month beginning January 1, 2025. The signed Residential Lease Agreement was requested to be returned to Joyce by January 1<sup>st</sup>. Current tenants stated they were happy living in Grace House.
3. The Property Committee engaged in lengthy discussion regarding the future rental of Faith House (432 N. Broadway). The Property Committee unanimously recommended that St. Matthew contract for the Residential Property Management services of M.C. Real Estate Medina for Faith House residential lease rental.  
**ACTION:** Bruce will contact M.C. Real Estate to request the M.C. Real Estate Property Management Agreement, Residential Lease template and price structure for St. Matthew review and consideration.
4. Faith House furniture needs to be moved to the church which will require coordinated movement of several large articles and areas in the church. Property Committee is targeting to coordinate all the furniture moves in November and December with a target rental of Faith House by January, 2025.
5. Bill raised the recommendation of the Safety Committee to install devices and update church software connection to the local Police department and to also monitor water pressure and temperature warnings with the same installed device. Joyce did not have any problem adding the software APP onto her telephone for notification. Funding for the device(s) and software would be pursued through grants from Cybersecurity and Infrastructure Security Agency (CISA) and Infrastructure Protection Northeast Ohio.
6. Joyce shared Anna Holthouse is exploring for her Girl Scout Gold Badge Project the construction of benches and clean-up area north of the church along the creek. This effort would beautify the church with benches, gravel and flowers. Further information to follow.

## 1 October 2024 Worship Team Meeting Minutes

Opening Prayer, Kristin

Approval of minutes from September

Reports/updates from rest of the team:

**Rachel-** Kids of the Kingdom- 2 singers made a ½ sheet to go in the pew bags. Reformation Sunday will be their first time singing. At 8:30.

**Nancy-** Choir-Owen will reach out to her. Hymn selections for October

**Sandy-** Altar guild and Lay servants- Brittany Thompson has expressed an interest in joining. Will continue to send out emails.

**Brian/Owen-** Video team- They have a number on the crew. Still learning. Numbers 12/14 on Facebook. Numbers 8 on YouTube.

**Cindy-** Two pianos in the Brown Room. One needs to be tuned, not both. When the tuner comes, Cindy will ask that the 3 pianos are looked at in order to rank their quality. What do we do with the lesser? Smash the Spinnet?

**Pastor Steve-** Communicate in healthy ways. Risk management has been hard at work with entrance and exits. Waiting on news of grant for renovations. Budget team has been preparing the budget for next year. Grace house and Faith house rental discussion. Memorial fund policy. Additional comments and discussion points at the end below the calendar.

Organ Focus Group-

Report on work of committee as of 9/30. Cindy and Larry and others from the committee went to listen to a Rodgers organ. It currently has a technical glitch. It is only a year old. Unsure when it will be repaired. Much was learned about the organ and the committee will continue to gather information about which organ is best for our church.

Past Services- Questions, concerns, comments

### Upcoming services-

#### October

- **Sunday 6 NTF**
- **Sunday 13 ELW Setting 10**
  - Bishop Barbins will be our supply pastor. This would be a great service to encourage ALL to attend. Cindy Out. Lavonne will be our guest organist. Jen Knaggs will be Bishop Barbins' assistant.
- **Sunday 20 Praise**
- **Sunday 27 ELW Setting 4 Reformation Sunday**
  - 8:30 Kids of the Kingdom sing
  - 11 Confirmation and reception at 9:45
  - Can Livestream at 11 as well.
  - Please add to bulletin that the 11 will be livestreamed as well.

#### November

- **Sunday 3 NTF**
- **Sunday 10 ELW Setting 4** Cindy out.

- **Sunday 17 Praise**
  - Congregation Meeting following service. One service at 9:30. Kristin will ask Jen Knaggs about the meeting being recorded/live streamed.
- **Sunday 24 ELW Setting 4**
- **Wednesday 27 Thanksgiving Eve 7 PM**

## **December**

- **Sunday 1 NTF**
  - Kids of the Kingdom 8:30
- **Wednesday 4**
  - 7 PM Holden
- **Sunday 8 ELW Setting 4** Cindy out
- **Wednesday 11**
  - 7 PM Holden
- **Sunday 15**
  - Childrens' Christmas Program one service at 9:30
  - Have all children signed a release for the Children's program? Ask Julie Shrader.
- **Wednesday 18**
  - 7 PM Holden
- **Sunday 22 Praise? Or ELW**
- **Tuesday 24 Christmas Eve 4 PM and 9 PM** Cindy has confirmed that she will be available.
- **Sunday 29**
  - **Lessons and Carols** one service at 9:30

## **January**

- **Sunday 5 NTF**
- **Sunday 12 ELW**
- **Sunday 19 Praise**
- **Sunday 26 ELW**

Rogation Sunday? Do we need to decorate for  $\frac{3}{4}$  weeks for Harvest? What is the history of this? Do we have a tradition and if so why? Conversation was had surrounding the placement of decorations. Nothing should be near the candles at all.

We need to come up with a better plan for assisting during worship. Finding lay servants should be set up through a schedule. We currently have a schedule through November, but starting in December we should return to a list of readers and place them on set Sundays. A letter should be composed and then sent to all explaining the new process. This should be done by the end of October so that there is a month to have new readers filled in for December, January and February. Who will write this letter?

Why do we order port from Root Candle Co.? What is the cost? Sandy said she will ask Kelly O regarding the amount of wine that is ordered. The average cost is around \$102 every 3 months.

The oil filled paschal candle is in Pastor's office. This should be placed and started to be used at the beginning of Advent.

Would like to find someone to assist in the worship service. Jen Knaggs has volunteered to help assist. Having someone commit to two services a Sunday. If we know of anyone interested in helping, please have them reach out to Pastor Steve.

Slide during the Children's Sermon- Pastor heard from a few who said they did not like it. He then explained why we are doing it. They then understood our need for it. However, the slide must give some more context rather than just saying The audio will continue. Suggestion was to have the slide say "We love and want to protect our children. The video will resume at the conclusion of the Children's Message."

Clarification over September minutes of length of Children's message. Conversation in September was surrounding the number of online viewers who were leaving the viewing when the messages were long and then they were not coming back online. Pastor and Deacon will continue to let the messages flow as the children and spirit direct them!

What if recorded music stops to allow for a quiet time?

Kristin commented on the welcoming nature of Pastor walking down to the isle to visit with members and guests.

Conversation around glass doors as a partition.

Cindy- She needs to know if Barb is finding an associate organist.

Dream BIG! If we can do anything, what would you do? Let's dream!

Closing prayer- Owen

Upcoming Meeting November 5, 5:30

No meeting in December



Evangelism and Communication

MINUTES

October 14, 2024

Present In-Person: Carol Elkins, Owen Blakslee, Beth Johnson

On Zoom: Melody Costello, Brian Harris, Dale Weygandt

Beth opened the meeting in prayer, at 5:15.

OLD BUSINESS

1. "Ongoing" Reports

- a. **Audio/Visual** – A new caption will be placed below the image that is shown during the Children's Sermon, as of next Sunday. Last Sunday there were 12 families on YouTube and 8 families on Facebook, equaling approximately 30-40 individuals.
- b. **Celebrate Newsletter** – Will be linked on the weekly Shoutouts for the next few weeks.
- c. **Social Media** – We will encourage Facebook users to remember to "like" our church Facebook pages, so that the feeds will show up more often.
- d. **"Share Your News"** – Carol will place a request for members to consider helping with the Children's Sermons.

NEW BUSINESS

1. Loads of Love – Sunday October 27

- a. Volunteer Sign Up: More are needed.  
1:00-2:00 = Beth Johnson, Joyce Davis  
2:00-3:00 = Carol Elkins, Beth Johnson  
3:00-4:00 =
- b. Promotion  
Beth sending news release to papers this week.  
Melody will increase social media outreach to "Medina Moms", Feeding Medina County.  
Beth will add labels to the remaining water bottles, for handouts.
- c. Beth will take signage to Laundromat
- d. Beth will receive \$500 check from the Treasurer this week and will cash in for quarters and bills.
- e. Beth will text Pastor Steve for permission to give a brief GNM on Sunday, Oct. 20.

2. Christmas Outreach to the Homeless

- a. God's Work. Our Hands prepared 156 bags, which are stored in a Sunday School classroom. (hats, underwear, toiletries, etc.)

- b. Melody will see if Dave Clifford is available to meet (zoom?) with us at our November 11 meeting, for background on reaching out to the homeless encampments in Cleveland, and the Lutheran Metropolitan Men's Shelter.
  - c. The Nov. 11 E&C meeting – we will discuss plans for caravanning & breakfast sandwiches.
3. Internal Evangelism – Celebrating our History
- a. Next Meeting, Come with ideas:
    - i. to share information about our Stained Glass Windows.
    - ii. to share documents and photos that have been archived.

The meeting ended at 6:15.

Future Devotion Schedule:

November 11 – Owen Blakslee

December 9 – Melody Costello

Minutes by Beth Johnson

	Expected Year End 2024	2024 Budget	2025 Budget
<b>Revenue</b>			
<b>44000 Offerings</b>	<b>350,000.00</b>	<b>350,000.00</b>	<b>367,500.00</b>
<b>Expenditures</b>			
<b>51000 Benevolence</b>			
51010 ELCA - Mission Support	17,500.00	17,500.00	18,375.00
51015 ELCA - World Hunger	519.00	0.00	0.00
51080 ELCA - LOMO - TBD for 2025	1,000.00	1,000.00	1,000.00
51101 Feeding Medina County - TBD for 2025	1,000.00	1,000.00	1,000.00
51102 Cups Cafe - TBD for 2025	1,000.00	1,000.00	1,000.00
51110 Operation Homes - TBD for 2025	1,000.00	1,000.00	1,000.00
<b>Total 51000 Benevolence</b>	<b>22,019.00</b>	<b>21,500.00</b>	<b>22,375.00</b>
<b>52150 Pastor Steve Mahaffey</b>			
<b>52151 Compensation</b>			
52152 Salary	66,200.00	66,200.00	68,276.00
52153 Housing Allowance	24,000.00	24,000.00	24,000.00
52156 Social Security	6,900.00	6,900.00	7,059.00
<b>Total 52151 Compensation</b>	<b>97,100.00</b>	<b>97,100.00</b>	<b>99,335.00</b>
<b>52155 Benefits</b>			
52157 Retirement & Medical	38,399.00	38,399.00	31,763.00
52158 Continuing Education	1,020.00	1,000.00	1,000.00
52160 Car/Business Expense	3,700.00	4,700.00	3,500.00
<i>Total 52155 Benefits</i>	<i>43,119.00</i>	<i>44,099.00</i>	<i>36,263.00</i>
<b>Total 52150 Pastor Steve Mahaffey</b>	<b>140,219.00</b>	<b>141,199.00</b>	<b>135,598.00</b>
<b>52200 Deacon</b>			
<b>52210 Compensation</b>			
52211 Salary	78,200.00	78,200.00	80,114.00
<b>Total 52210 Compensation</b>	<b>78,200.00</b>	<b>78,200.00</b>	<b>80,114.00</b>
<b>52220 Benefits</b>			
52212 Car/Business Expenses	2,555.00	3,850.00	3,000.00
52221 Retirement and Medical	18,002.00	18,002.00	26,310.00
52223 Continuing Education	1,155.00	1,000.00	1,000.00
<i>Total 52220 Benefits</i>	<i>21,712.00</i>	<i>22,852.00</i>	<i>30,310.00</i>
<b>Total 52200 Deacon</b>	<b>99,912.00</b>	<b>101,052.00</b>	<b>110,424.00</b>
<b>52350 Pastor Substitute</b>	<b>1,600.00</b>	<b>2,000.00</b>	<b>2,000.00</b>
<b>52400 Pastoral Admin. Assistant</b>			
<b>52410 Compensation</b>			
52411 Salary	33,000.00	35,000.00	34,000.00
<i>Total 52410 Compensation</i>	<i>33,000.00</i>	<i>35,000.00</i>	<i>34,000.00</i>
<b>Total 52400 Pastoral Admin. Assistant</b>	<b>33,000.00</b>	<b>35,000.00</b>	<b>34,000.00</b>
<b>52500 Music Personnel</b>			
52510 Organist (Includes substitute organists)	16,150.00	14,975.00	16,555.00
52511 Worship Musicians	2,050.00	4,450.00	2,500.00

	Expected Year End 2024	2024 Budget	2025 Budget
52520 Luther Choir Director	2,900.00	3,500.00	3,000.00
52530 Kids of the Kingdom Director	1,200.00	1,200.00	1,250.00
<b>Total 52500 Music Personnel</b>	<b>22,300.00</b>	<b>24,125.00</b>	<b>23,305.00</b>
<b>52600 Parish Nurse</b>			
52610 Salary	8,030.00	9,175.00	9,400.00
52620 Mileage Reimbursement	0.00	350.00	350.00
<b>Total 52600 Parish Nurse</b>	<b>8,030.00</b>	<b>9,525.00</b>	<b>9,750.00</b>
<b>52700 Nursery Staff</b>	<b>1,050.00</b>	<b>1,900.00</b>	<b>1,100.00</b>
<b>52800 Custodian</b>	<b>14,250.00</b>	<b>17,200.00</b>	<b>16,400.00</b>
<b>52810 Bookkeeper</b>	<b>2,000.00</b>	<b>2,300.00</b>	<b>2,200.00</b>
<b>52900 FICA for Non-pastors</b>	<b>11,500.00</b>	<b>12,000.00</b>	<b>12,350.00</b>
<b>53000 Administration</b>			
53010 Telephone	2,910.00	3,000.00	3,000.00
53014 Office Supplies	1,700.00	2,500.00	1,900.00
53015 ACS Technologies	2,020.00	1,920.00	2,100.00
53020 Internet	855.00	1,000.00	900.00
53040 Postage	1,300.00	1,000.00	1,400.00
53041 Postage - Communication Evangelism	0.00	500.00	0.00
53042 Postage - Comprehensive Youth	0.00	500.00	0.00
53043 Postage - Congregational Life	0.00	500.00	0.00
53050 Conference Expense	725.00	1,200.00	1,600.00
53080 Office Equipment (Includes new office computer/software)	2,550.00	0.00	3,800.00
53090 Office Eq. Maintenance Agmt. (Includes IT Services/Support)	550.00	2,000.00	5,250.00
53100 Leased Office Equipment	0.00	2,000.00	0.00
53110 Miscellaneous	175.00	350.00	200.00
53111 Personnel Expenses	0.00	825.00	825.00
53112 Archival Project	255.00	500.00	250.00
<b>Total 53000 Administration</b>	<b>13,040.00</b>	<b>17,795.00</b>	<b>21,225.00</b>
<b>53016 Bank charges</b>	<b>150.00</b>	<b>300.00</b>	<b>250.00</b>
<b>53060 Workers Compensation</b>	<b>1,185.00</b>	<b>1,000.00</b>	<b>1,200.00</b>
<b>53120 Finance</b>			
53121 Financial Audit	0.00	100.00	100.00
53122 Stewardship Supplies	500.00	750.00	700.00
53123 Service Cost/Fees - Intuit/Vanc	3,813.00	3,500.00	3,900.00
<b>Total 53120 Finance</b>	<b>4,313.00</b>	<b>4,350.00</b>	<b>4,700.00</b>
<b>53130 Property Management</b>			
53131 Supplies	1,000.00	1,800.00	1,800.00
53132 Utilities	13,200.00	15,000.00	13,000.00
53133 Insurance	9,950.00	11,000.00	11,000.00
53134 Repairs and Maintenance	10,000.00	7,000.00	10,000.00
53135 Lawn Care/Snow Removal	3,700.00	5,000.00	5,000.00
53138 Capital Improvement (\$10k - Replace Window; \$10k for Misc. expenses)	51,860.00	30,000.00	20,000.00

	Expected Year End 2024	2024 Budget	2025 Budget
53140 Grace House (Replace gutters + Misc. expenses)	5,150.00	3,500.00	5,500.00
53160 Faith House (\$3,500 - concrete patio, \$2,600 for Misc. expenses)	6,150.00	3,500.00	6,100.00
<b>Total 53130 Property Management</b>	<b>101,010.00</b>	<b>76,800.00</b>	<b>72,400.00</b>
<b>54000 Congregational Life Ministry</b>			
54010 Adult Choir Music & Supplies	45.00	300.00	100.00
54011 Kids' Choir/Music	0.00	50.00	100.00
54013 Praise Team/Music	0.00	50.00	0.00
54020 Worship Materials (Includes bulletins for Weddings/Funeral)	250.00	200.00	250.00
54021 Licensing/Annual Subscriptions	1,270.00	1,270.00	1,270.00
54022 Christ in Our Home Booklets	250.00	175.00	250.00
54040 Altar Guild	1,600.00	1,800.00	1,800.00
54060 Flowers (Altar & Memorial)	1,700.00	2,250.00	2,250.00
54061 Flowers (Special Occasion - Christmas, Easter, Palms)	1,500.00	1,550.00	1,550.00
54070 Outdoor Worship	10.00	10.00	10.00
54080 Organ Maintenance	800.00	800.00	2,000.00
54110 Care Connection Ministry	0.00	175.00	120.00
54120 Health & Wellness	20.00	100.00	100.00
54130 New Member Receptions	150.00	200.00	200.00
54140 Special Events (Advent Dinner etc.)	0.00	200.00	0.00
54160 Adult Sunday School / Bible stu	0.00	100.00	50.00
<b>Total 54000 Congregational Life Ministry</b>	<b>7,595.00</b>	<b>9,230.00</b>	<b>10,050.00</b>
<b>55000 Comprehensive Youth Ministry</b>			
55010 Luther Middles (6-8 Youth group)	360.00	300.00	300.00
55020 Luther League	10,350.00	0.00	0.00
55030 Conv, Retreats, Workshops, Adul	0.00	100.00	100.00
55060 Luther Littles (PK-5 youth grou	0.00	150.00	150.00
55070 Sunday School (Pre K-5th)	0.00	0.00	0.00
55071 Lesson Materials	300.00	1,000.00	500.00
55072 Supplies and Misc.	150.00	500.00	250.00
55073 Christmas Expense	50.00	50.00	50.00
55080 Sunday School (6th - 12th)			
55081 Lesson Materials	550.00	550.00	300.00
55082 Supplies & Misc.	100.00	100.00	700.00
55083 Graduation Gifts/Reception	100.00	100.00	200.00
55090 Confirmation Ministry/Retreat	938.00	1,000.00	1,000.00
55100 Vacation Bible School	700.00	500.00	300.00
55130 Lutheran College Scholarship (ELCA college)	0.00	500.00	500.00
55140 First Communion Ministry/Retrea	300.00	300.00	250.00
55160 College Care Packages	300.00	300.00	400.00
55170 ELCA Youth Gathering	6,000.00	6,000.00	0.00
55180 Rally Day	100.00	150.00	150.00
<b>Total 55000 Comprehensive Youth Ministry</b>	<b>20,298.00</b>	<b>11,600.00</b>	<b>5,150.00</b>

	Expected Year End 2024	2024 Budget	2025 Budget
<b>56000 Communication Evang. Ministry</b>			
56010 Materials and Supplies (Includes Newsletter)	0.00	75.00	135.00
56030 Ads, Spiritual Messages	2,050.00	1,625.00	2,150.00
56040 Video Spiritual Production	300.00	350.00	350.00
56060 Evangelism Outreach	0.00	2,100.00	1,000.00
56065 Website	450.00	650.00	100.00
<b>Total 56000 Communication Evang. Ministry</b>	<b>2,800.00</b>	<b>4,800.00</b>	<b>3,735.00</b>
<b>57000 Social Concerns Ministry</b>			
51060 God's Work Our Hands	500.00	500.00	800.00
57300 Grief Booklets	0.00	125.00	125.00
53150 Trailer License Plate	0.00	0.00	125.00
<b>Total 57000 Social Concerns Ministry</b>	<b>500.00</b>	<b>625.00</b>	<b>1,050.00</b>
<b>58000 Small Group Ministry (Fun Fellowship)</b>			
58010 Fun Fellowship	0.00	300.00	300.00
58020 Books and Video Series	0.00	300.00	100.00
58030 Socials & Promotional Items	260.00	700.00	350.00
<b>Total 58000 Small Group Ministry</b>	<b>260.00</b>	<b>1,300.00</b>	<b>750.00</b>
<b>Total Expenditures</b>	<b>507,031.00</b>	<b>495,601.00</b>	<b>490,012.00</b>
<b>Net Operating Revenue</b>	<b>-157,031.00</b>	<b>-145,601.00</b>	<b>-122,512.00</b>

## **2025 BUDGET NOTES**

### **OFFERINGS**

I think we will hit the estimate of \$350,000 in 2024. If we receive some nice year end offerings as we have in the past we will exceed this. For 2025 I increased offerings by 5%. At the congregation meeting I will encourage the congregation to increase offerings by at least 5%. Putting this in the context of 'if you give \$100 now, that is increasing to \$105'

### **BENEVOLENCE**

We have kept the ELCA Mission Support at 5% of Offerings for 2025, this is the same percentage we are giving in 2024.

We will have a vote like we did last year to determine what four organizations we will give \$1,000 each to.

### **PASTOR STEVE**

Pastor Steve's salary of \$92,276 includes housing allowance. In the budget the salary and housing allowance equals \$92,276. Pastor Steve will let the Treasurer know if the housing allowance needs to be adjusted. If the housing allowance is adjusted the salary will also be adjusted so the two total \$92,276.

Social Security, Retirement and Medical amounts are subject to change as they are based on salary.

The decrease in Retirement and Medical amounts is due to no longer covering dependents as of 6/1/2025.

### **DEACON LINDSAY**

Increase from 2024 to 2025 in Retirement/Medical is due to adding Baby Stertzbach to the medical benefits.

### **OTHER STAFF**

When reviewing the year end estimate for 2024, keep in mind that Joyce and Brenda were both out on medical leave a portion of the year and were not paid during that time.

I have estimated for each employee where I feel the total pay will end up for 2024. I took this amount and increased by 2.5%. Some of the 2024 year end estimates are less than what the budget was so the 2025 budget will reflect this..

The Personnel Committee recommendations for hourly rates for 2025 are shown below.

FYI - Deb was the only hourly employee to receive an increase in hourly rate in 2024.

Employee	2024 Hourly Rate	2025 Proposed Rate (2.5% increase)
Deb Musil	\$21.00	\$21.53
Joyce Davis	\$23.50	\$24.09
Nancy McNeal	\$39.67	\$40.66
Heather Rohde	\$24.17	\$24.77
Rachel Knaggs	\$16.50	\$16.91
Kaitlyn Taraschke	\$16.30	\$16.71

Personnel Committee recommendation for non-rostered salary employee

Employee	2024 Salary	Proposed 2025 Salary (2.5% increase)
Brenda Disbrow	\$9,175.00	\$9,400.00
Mileage for Brenda	\$350.00	\$350.00

Personnel Committee recommendation for Organist and Substitute Organist

Employee	2024 Rate	Proposed 2025 Rate (2.5% increase)
Cindy Piovarchy	\$125 per service	\$128.13 Per service
	\$50 per 60 minute rehearsal	\$51.25 Per 60 minute rehearsal
	\$25 per 30 minute rehearsal	\$25.63 Per 30 minute rehearsal
	\$25 per mandatory meeting	\$25.63 Per mandatory meeting

**ADMINISTRATION**

We are waiting on an estimate to replace Deb's computer and for IT Services/Support from PC Computing. For the time being I have increased the office equipment budget Deb gave to me by \$2,000 to account for new computers/hardware/software/installation etc...

I increased the Office Equipment Maintenance budget Deb gave me by \$3,000 for IT Services and Support.



If the estimates are in before the budget goes to Council I will revise these figures. I feel these are more than adequate.

**PROPERTY MANAGEMENT**

2025 Capital Improvement Budget includes the following projects/repairs:

Location	Project - Repairs
Church	\$10,000 to replace a window on the west side \$10,000 for miscellaneous repairs
Faith House	\$5,500 to replace gutters and miscellaneous repairs
Grace House	\$3,500 to install a concrete patio in the rear of the house \$2,600 for miscellaneous repairs

**CONGREGATIONAL LIFE**

The budget for organ maintenance has been increased from \$800 in 2024 to \$2,000 in 2025 to allow for proper maintenance.

**COMPREHENSIVE YOUTH**

The 2025 Budget is less in large part due to no Youth Gathering in 2025.

**ITEMS TO NOTE REGARDING 2024 BUDGET**

Estimated expenses were \$495,601 in the 2024 budget.

The Estimated Year End 2024 expenses are \$506,953.

The Capital Improvement Expenses exceeded the budget by \$21,860 in 2024. The budgeted amount was \$30,000, actual expenses were \$51,860.

I thought it would be helpful to share a breakdown of these expenses.

Payee	Purpose	Amount
The Interior Design Studio	Phase 1 Renovation Consulting	\$1,000 (paid for by reno fund)
Amish Paving LLC.	Paving Parking Lot	\$40,395 (\$14k from Robert Law Memorial, balance from general checking)

Cole Interiors	Stairs at Pearl Street Entrance	\$3,865 (paid for by reno fund)
Cole Interiors	Replace carpet in brown room	\$6,600 (paid for by reno fund)
	<b>TOTAL</b>	<b>\$51,860</b>

The Comprehensive Youth expenses exceeded budget due to the New Orleans trip being more expensive than anticipated. \$6,000 was budgeted for adult expenses. An additional \$8,845 was needed to cover expenses. This was taken from Memorial funds.