

Prince of Peace

Council Meeting Agenda: 09.14.2021

Call to Order	7:30
Devotion/Prayer – Jon	7:31
August financial review- Terry	7:36
Call for New Business/additions to agenda	7:46
Church grounds clean up recap -Bill	7:48
Sliding glass door repair -Terry and Pastor Steve	7:53
Feast Fund projects update/discussion - All	7:58
Dates for 9th grade faith statements- All	8:08
Pastor Steve “Hot topics”	8:13
Action Items:	8:28
(a) Ideas for fall fellowship events	
(b) Devotion for next meeting	
Adjourn and closing with Lord’s Prayer	8:33

PoP Council Meeting Minutes

July 13, 2021

In attendance were Pastor Steve Buechler, Jon Conary, Bill Harral, Rainer Sahmel, Kwame Mensah, Chet Wolejsza, Scott Gowing, Lauren Gibson, Katrena Huen and Laura Dillon. Terry Forrish and Pam Cook were absent.

Looking at the calendar, 3 members would not be able to attend an August meeting, so it was decided to cancel that meeting and convene in September.

7:30

Lauren started with devotions. She recollected the inspirations of a school song taught by a pastor's wife, that when the people rise up and build, the church will rise also.

7:35

Kwame reported on financials in Terry's absence. Funds were in good standing. Generally income was less than expected but expenses were as well. In discussions about the Feast Fund and plans for the patio, it was noted that there is a limit of 3% of budget for unplanned expenditures, but the bylaws allow Council to approve funds up to that amount. It was also noted that ELCA recommendations for Constitution and bylaw changes have not been incorporated into our bylaws for over 9 years.

The reduction of operating costs from the PPE payments has created a surplus in the budget and there were talks on using the surplus toward a benevolence payment. This was considered an opportunity because benevolence is based on actual income, and with higher income, this was an opportunity to give more. Lauren made a motion to donate money to Interfaith Works to help people needing rent support because of the impending end to the eviction moratorium. Council voted and approved a contribution equal to 25% of the PPE monies, and this amount would keep the budget about even.

7:50

We received a letter from church members noting the decline in the appearance of the church grounds, the gardens, plantings, etc. Jennifer Maloney was caring for the Memorial Garden and Gordon Gipe had been doing much of the landscaping. The contract for the lawn only covers grass cutting. Council decided to organize one or two workdays for cleaning up the outside of the property.

8:00

No response has been received from Synod to the letter with concerns sent by Lauren and Jon following their recent attendance. There was some discussion on follow up.

8:07

Yard Sale – Bill Harral talked about doing the sale next spring, but limiting the kinds of items we collect. While we should continue selling important items like clothes, furniture, housewares, and shoes, we could lose doing trotskies, jewelry, holiday decorations, etc. The target date would be June 4th, 2022.

8:20

Pastor talked about initial thoughts on future plans for worship, Sunday school, and ministries. The ideas were proposed as general concepts for consideration by council and focus by the congregation, with details to be decided later on. Worship could be consolidated to one weekly service, live-streamed and

in-person, and times for Sunday school would be decided to accommodate teachers. Perhaps some pastoral duties could be shared by other pastors or contracted out. An email will be sent to the congregation in addition to in-person gatherings to solicit feedback and settle details.

8:40

Jon volunteered to do devotions for the September meeting.

8:50

The meeting closed with the Lord's Prayer.

Senior Pastor Report – September 14, 2021

Since we last met in July, the County re-imposed an indoor mask mandate for public spaces. However, there were no other restrictions placed on our activities. Last Sunday, Sunday School resumed in-person for the first time since March, 2020! Confirmation is also beginning again. And, together with Trinity Lutheran in North Bethesda and Christ Lutheran in DC, we will be participating in an online book study on Wednesday evenings from Sept 15 - Oct. 20.

We had a rainy, but successful outdoor property work day on Sept 5. However, the picnic and informal discussion about moving forward after Covid was postponed until Sept 19 because of the rain. We did have a discussion at our last Theology on Tap, which had good online and in-person (outdoor) attendance. From that discussion, a couple of ideas occurred to me that we'll try in the next few months. First, I will lead a "Second Saturday Worship Service" at 5 pm each month beginning in October. Claire has agreed to play for this service. This will provide a once a month alternative worship experience for those who feel like 10 am is either too early or too late. Also, it was pointed out that our Council info is always made available in hardcopy on the bulletin board (as required in the bylaws.) However, it's rarely read, and we've been discussing for a couple of years how we might put forward "Council highlights" and "budget highlights" in the newsletter or emails. That discussion made me and a couple of others realize it would be really easy to pdf the minutes, pastor's report and treasurer's summary (essentially what we put on the bulletin board) and make that a link which we can put in the email and in Glad Tidings. That will be easy to do, make info available to everyone, and also give us an idea of how many people are reading this information. So, we'll try that for a few months and see how that goes.

As you've seen from Terry's report, the Feast Fund is now fully capable of funding the patio! Unfortunately, we're still having difficulty getting contractors to even come out and talk to us. However, Terry and I have received bids to replace the sliding door in the Fellowship hall, which is kind of a first step to moving forward with this project. With this report, you'll find the best of two bids, which will replace the slider with a glass door which opens out, has panic hardware and is wheelchair accessible. This bid will also replace the unused door and other windows with openable windows with screens, which will increase airflow exchange in the FH. We will be asking Council to approve moving forward with this project, with money to come from the Capital Repair Fund.

As Confirmation approaches, we will also need to schedule a couple of evenings for our 9 Confirmands to read their Faith Statements to the Council. We'll talk about possible dates at the meeting, as well as whether we want to do this in-person or over Zoom if the mask mandate is still in effect.

Finally, we sadly lost a member to death at the end of August. The parish register update is below.

Parish Register Updates:

Funeral: Gail Moran – September 8, 2021

Respectfully submitted,
Pastor Steve

Monthly Financial Summary – August 2021

Statement of Activities

Contributions

With a timely boost in rental income, we had a pretty decent August. Total revenues were \$28,189 against a plan of \$31,045 under plan by a mere \$2,856. This constitutes as a win these days.

Expenses

Expenses for the month were \$20,193, under our adjusted budget plan of \$27,242 by \$7,049, but also under our income for the month by \$7,996. For the most part, it was a normal month expense-wise, although the first installment of the dreaded Montgomery County Rainwater Tax was due, to the tune of \$510.75. Otherwise, there were no other extraordinary expenditures in August.

Surplus

Our revenue to expense ratio increased in August, from \$1,556 at the end of July, to \$9,553 the end of August, an increase of \$7,997.

Fund Balance Report

The General Operating Fund stands at \$105,931, a \$7,997 increase from the end of July. The Building Fund had total receipts of \$208, no disbursements, and an ending balance of \$168,600. The Debt Reduction Fund had total receipts of \$200, and an ending balance of \$1,000. The Feast Fund had contributions of \$2,710, no disbursements, and an ending balance of \$49,578. Total revenues/contributions to all funds from all sources were \$31,645. All other Fund Balances are positive and in good standing.

Cash Activity Report

The adjusted beginning cash balance on August 1 was \$406,990 and the ending balance was \$418,442 as of August 31, 2021, an increase of \$11,452 from July.

Respectfully submitted,

TJ Forish, CPA
MD Lic. No. 32759

Monthly Actual Contributions Percentages

Q1	Actual Annual Contributions	January		February		March		Quarterly % of Contributions		Jan - Mar 25% of Year		YTD Total	
		Wks	Weekly Avg	% of Actual Contributions	Wks	Weekly Avg	% of Actual Contributions	Wks	Weekly Avg	% of Actual Contributions	Wks	Weekly Avg	Quarter Total
2021	\$340,000	5	\$4,332	6.4%	4	\$5,487	6.5%	4	\$6,192	7.3%	20.1%	\$68,375	\$68,375
2020	\$339,849	4	\$6,047	7.1%	4	\$8,216	9.7%	5	\$6,739	9.9%	26.7%	\$90,751	\$90,751
2019	\$374,185	4	\$5,528	5.9%	4	\$5,510	5.9%	5	\$7,550	10.1%	21.9%	\$81,899	\$81,899
2018	\$362,972	4	\$5,827	6.4%	4	\$8,071	8.9%	4	\$6,538	7.2%	22.5%	\$81,739	\$81,739
2017	\$378,145	5	\$5,373	7.1%	4	\$7,870	8.3%	4	\$6,561	6.9%	22.4%	\$84,591	\$84,591
	5 Year Avg		\$5,370	6.6%		\$7,031	7.8%		\$6,755	8.3%		\$81,471	\$81,471

Q2	Actual Annual Contributions	April		May		June		Quarterly % of Contributions		Jan - June 50% of Year		YTD Total	
		Wks	Weekly Avg	% of Actual Contributions	Wks	Weekly Avg	% of Actual Contributions	Wks	Weekly Avg	% of Actual Contributions	Wks	Weekly Avg	Quarter Total
2021	\$340,000	4	\$8,047	9.5%	5	\$5,861	8.6%	4	\$6,341	7.5%	45.7%	\$86,855	\$155,230
2020	\$339,849	4	\$6,449	7.6%	5	\$5,973	8.8%	4	\$6,590	7.8%	50.8%	\$82,020	\$172,771
2019	\$374,185	4	\$7,670	8.2%	4	\$7,489	8.0%	5	\$5,721	7.6%	45.7%	\$89,243	\$171,142
2018	\$362,972	5	\$7,142	9.8%	4	\$7,980	8.8%	4	\$5,936	6.5%	47.7%	\$91,375	\$173,114
2017	\$378,145	5	\$6,539	8.6%	4	\$7,437	7.9%	4	\$6,420	6.8%	45.7%	\$88,122	\$172,713
	5 Year Avg		\$7,139	8.7%		\$6,854	8.4%		\$6,179	7.2%		\$87,523	\$168,994

Q3	Actual Annual Contributions	July		August		September		Quarterly % of Contributions		Jan - Sept 75% of Year		YTD Total	
		Wks	Weekly Avg	% of Actual Contributions	Wks	Weekly Avg	% of Actual Contributions	Wks	Weekly Avg	% of Actual Contributions	Wks	Weekly Avg	Quarter Total
2021	\$340,000	4	\$6,203	7.3%	5	\$5,061	7.4%	4	\$0	0.0%	60.4%	\$50,117	\$205,347
2020	\$339,849	4	\$5,709	6.7%	5	\$5,407	8.0%	4	\$6,211	7.3%	72.8%	\$74,713	\$247,484
2019	\$374,185	4	\$6,173	6.6%	4	\$5,171	5.5%	5	\$5,930	7.9%	65.8%	\$75,026	\$246,167
2018	\$362,972	5	\$5,363	8.0%	4	\$6,027	6.6%	5	\$5,756	7.9%	69.7%	\$79,705	\$252,819
2017	\$378,145	5	\$5,623	7.0%	4	\$6,135	6.5%	4	\$7,093	7.5%	67.1%	\$81,027	\$253,740
	5 Year Avg		\$5,785	7.1%		\$5,530	6.8%		\$6,203	7.8%		\$77,618	\$250,053

Q4	Actual Annual Contributions	October		November		December		Quarterly % of Contributions		Jan - Dec 100% of Year		YTD Total	
		Wks	Weekly Avg	% of Actual Contributions	Wks	Weekly Avg	% of Actual Contributions	Wks	Weekly Avg	% of Actual Contributions	Wks	Weekly Avg	Quarter Total
2021	\$340,000	5	\$0	0.0%	4	\$0	0.0%	4	\$0	0.0%	60.4%	\$0	\$205,347
2020	\$339,849	4	\$5,700	6.7%	5	\$5,303	7.8%	4	\$10,763	12.7%	100.0%	\$92,365	\$339,849
2019	\$374,185	4	\$6,243	6.7%	4	\$6,444	6.9%	5	\$15,454	20.6%	100.0%	\$128,017	\$374,185
2018	\$362,972	4	\$6,565	7.2%	4	\$5,645	6.2%	5	\$12,263	16.9%	100.0%	\$110,153	\$362,972
2017	\$378,145	5	\$6,206	8.2%	4	\$6,585	7.0%	5	\$13,407	17.7%	100.0%	\$124,406	\$378,145
	5 Year Avg		\$6,180	7.3%		\$5,953	7.0%		\$13,088	17.3%		\$113,735	\$363,788

Notes:
% of Actual Contributions for current year are estimates based on "Expected" Annual Contributions for current year

Accounts Included:	YTD	Curr. Month
Current Income	\$25,292.80	
Lenten Offering	\$0.00	
Undesignated Income	\$0.00	
Vanco Offset Processing Fee	\$9.95	
Flower Income	\$0.00	
Initial Envelopes	\$0.00	
	\$25,302.75	