

Prince of Peace

Council Meeting Agenda: 10.12.2021

<https://astrazeneca.zoom.us/j/98584704096?pwd=d1pCY1EwVEgyNnQ4M1VGTnlpU3Zsdz09>

Call to Order	7:30
Devotion/Prayer – Laura	7:31
September financial review- Terry	7:36
Call for New Business/additions to agenda	7:46
Dekker Spielman- Eagle Scout Project	7:48
Sign up for 9th grade faith statements- All	7:58
Pastor Steve “Hot topics”	8:03
Action Items:	8:28
(a) I	
(b) Devotion for next meeting (Laura)	
Adjourn and closing with Lord’s Prayer	8:33

PoP Council Meeting Minutes

Sept 14, 2021

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

7:34

Jon started with devotions reading from Peter Drucker. He noted how enterprises evolve, and changes become part of the new normal, yet sometimes the small changes become the most important ones over time.

7:39

Scott noted that the August minutes had some corrections noted by Pastor Steve, and would be amended accordingly.

7:40

Terry gave an overview of financials and the previous month was in good shape. The 15K benevolence donation to the Upper Montgomery Assistance Network was very heartening and Council asked to have an article of recognition be written about it. Another donation was also made for the Interfaith 5K. Rental income has also improved with the return of outside groups. Terry felt that the present budget is comfortable and can be managed for the rest of the year.

7:43

Bill asked to have the Yard Sale and kitchen renovation be added to the agenda. Jon noted that the outside parking lot lights had been out and wanted to address that as well.

7:45

Bill reported on the recent church grounds clean up. The project went well and he suggested making the clean up a regular event in the spring and/or the fall. Tom Kettler was able to haul off a lot of tree and bush trimmings.

The proposals for the Fellowship Hall door replacement were discussed. Council voted to approve the quote that used a more experienced contractor and was less expensive, and funds would be taken from Capital Repairs. The price was less than 3% of budget and within Council's approval authority. Chet raised concerns about material availability with ongoing supply chain issues, but the timeline for starting work should be long enough to get the windows in.

7:51

New ideas for using the Feast Fund were solicited. Laura suggested adding solar panels to the roof to offset electricity consumption, and Scott volunteered to analyze past electric bills to understand the net costs. Perhaps a proposal could be presented at the Annual Meeting. Although the patio project was approved back at the 2020 Annual Meeting, progress will hopefully be well underway by this coming January. Work on a new patio this year has been impossible because of a shortage of workers able to do the construction. Lauren remembered another suggestion for the Feast Fund, a digital sign out front.

8:05

Kwame asked for new ideas for outreach. Council discussed past efforts at fall events (Poolesville Day, Oktoberfest) where PoP had booths and handed out pamphlets and prizes. No immediate upcoming events were identified.

8:07

Pastor asked for Council members to attend readings of Faith Statements from Confirmands before Confirmation at the end of the month. October 18 and 19 were chosen for readings.

8:11

Pastor reported on input received from about 18 to 20 members on the new post-Covid service plans. It was decided to bring back one Saturday service a month to be held on the second Saturday, without being on-line. This would provide service for people not able to attend Sundays in person. Rainer pointed out that people often socialized after the Saturday service, maybe going out to dinner. And instead of posting printouts of monthly meeting minutes and reports on the bulletin board (Council minutes, Pastor's Report, financial reports, etc), a summary of all the reports will be posted for the congregation online in a .pdf format.

Pastor reported on our current staffing. Martha Rogers is now serving as the administrative secretary. Her office hours are Tu-Th 9:30 to 1:30 with an additional 1.5 hrs at home on M, F. Pastor Steve and Danielle are currently forming short term plans for choir. The nursery attendant position will remain vacant until it becomes safe to resume nursery. And Claire's position will be reduced as she will be playing at only one Saturday service a month. Going forward, Council must resolve permanent staff plans, and job descriptions will need to be re-written.

8:27

Bill is working with Chris Michel on what donations to look for in the Yard Sale. And about the kitchen improvements, should we be looking at a remodel or just replacing the refrigerator for now? The icemaker has died and is not worth replacing. It was decided to get a bigger refrigerator with an icemaker, which would be sufficient for most of our needs. For really big events, bags of ice can be bought as needed. Pam Cook will be involved in the selection process.

8:40

Kwame asked Council to keep ideas open for future events. And Laura volunteered to do devotions for the October meeting.

8:45

The meeting closed with the Lord's Prayer.

Senior Pastor Report – October 12, 2021

Fall programming continues to resume at Prince of Peace. Live worship attendance has increased a bit, but along with this I have noticed a decrease in the number of online participants. Still, the number of in-person and online worship participants continues to exceed worship attendance for the past several years. We are also seeing in-person visitors again.

Last Saturday, October 9, we held our first “Second Saturday Service” at 5 pm, which was our first Saturday evening service since March 7, 2020! We had a very modest beginning, with only 7 people in attendance (including me and Claire). Hopefully, we’ll have some more folks joining in as this gets going, and we’ll continue to do this service for at least 6 months and see how things go.

Confirmation for 7th & 8th graders is moving forward with a different format, where we do work at home, and then meet once a month for in-person activities. The September program seemed to work well, and we’ll continue to tweak it as we move along. Confirmation for our 9th graders is scheduled for Sunday, October 31, and I’ll be looking for Council members to sign up to listen to their Faith Statements on either October 18 or 19.

I’ve been very pleased with the Zoom book discussion we’ve been participating in with Trinity Lutheran in North Bethesda and Christ Lutheran in DC. We’ve had a lot of Prince of Peace participants (who have been the majority group in each session), and people seem to be enjoying the book. This group goes through October 20, but I think we’ll probably think about additional adult educational events like this in the future. I also intend to get Theology on Tap up and running again in November.

One of the outcomes of our Congregational Picnic was a group of folks who were interested in getting the Social Ministry Committee up and running again. That group met by Zoom, chaired by Jennifer Maloney, and they are now working on a number of projects, including especially looking for ways to partner with LSS in resettling Afghan refugees. Hopefully, everyone got a chance to see the info from the committee, which is [online with helpful links](#).

Several needed property projects are now in process, or being discussed, including Dekker Spielman’s Eagle Scout proposal to replace our rotting shed! He will update us on that at our meeting.

Finally, parish register updates are below.

Parish Register Updates:

Baptism: Tomakyi Ilarion Yanevskyy – September 19, 2021

Remove from Rolls:

Pam & Steve Masterman – transfer to Christ Episcopal Church, Easton, MD

Respectfully submitted,
Pastor Steve

Monthly Financial Summary – September 2021

Statement of Activities

Contributions

September was a little on the light side, however, the calendar had something to do with that as almost a whole week of September Vanco deposits got pushed in to October. Otherwise, September would have been about the same as prior months, in the \$25,000 range. Total revenues were \$23,938 against an adjusted plan of \$29,793 under plan by \$5,855.

Expenses

Expenses for the month were \$19,814, under our adjusted budget plan of \$25,644 by \$5,830, but also under our income for the month by \$4,123. Notable expenditures for the month were \$656.46 to redo the play area with a new weed barrier and fresh cedar mulch (charged to church grounds maintenance). Additionally, we made a \$2,000 deposit with our contractor and purchased windows for \$1,624 (charged to the Capital Repair Fund) as we prepare for our Fellowship Hall upgrade. There were no benevolence payments made in September.

Surplus

Our revenue to expense ratio increased in September, from \$9,563 at the end of August, to \$13,677 the end of September, an increase of \$4,114.

Fund Balance Report

The General Operating Fund stands at \$110,054, a \$4,123 increase from the end of August. The Building Fund had total receipts of \$208, no disbursements, and an ending balance of \$168,852. The Debt Reduction Fund had total receipts of \$200, and an ending balance of \$1,200. The Feast Fund had contributions of \$2,345, no disbursements, and an ending balance of \$51,923. Total revenues/contributions to all funds from all sources were \$27,069. All other Fund Balances are positive and in good standing.

Cash Activity Report

The adjusted beginning cash balance on September 1 was \$418,487 and the ending balance was \$422,118 as of September 30, 2021, an increase of \$3,631 from August.

Respectfully submitted,

TJ Forish, CPA
MD Lic. No. 32759

Monthly Actual Contributions Percentages

Q1	Actual Annual Contributions	January		February		March		Weekly Avg		% of Actual Contributions		Qtrly % of Contributions	Jan - Mar 25% of Year	Quarter Total	YTD Total	
		Wks	Weekly Avg	Wks	Weekly Avg	Wks	Weekly Avg	Wks	Weekly Avg	Wks	Weekly Avg					% of Actual Contributions
2021	\$340,000	5	\$4,332	4	\$5,487	4	\$21,949	4	\$5,487	4	\$6,192	4	\$6,192	20.1%	\$68,375	\$68,375
2020	\$339,849	4	\$6,047	4	\$8,216	5	\$32,864	4	\$8,216	5	\$6,739	5	\$6,739	26.7%	\$90,751	\$90,751
2019	\$374,185	4	\$5,528	4	\$5,510	5	\$22,039	4	\$5,510	5	\$7,550	5	\$7,550	21.9%	\$81,899	\$81,899
2018	\$362,972	4	\$5,827	4	\$8,071	4	\$32,282	4	\$8,071	4	\$6,538	4	\$6,538	22.5%	\$81,739	\$81,739
2017	\$378,145	5	\$5,373	4	\$7,870	4	\$31,481	4	\$7,870	4	\$6,561	4	\$6,561	22.4%	\$84,591	\$84,591
5 Year Avg			\$5,370		\$7,031		\$28,123		\$7,031		\$6,755		\$6,755		\$81,471	\$81,471

Q2	Actual Annual Contributions	April		May		June		Weekly Avg		% of Actual Contributions		Qtrly % of Contributions	Jan - June 50% of Year	Quarter Total	YTD Total	
		Wks	Weekly Avg	Wks	Weekly Avg	Wks	Weekly Avg	Wks	Weekly Avg	Wks	Weekly Avg					% of Actual Contributions
2021	\$340,000	4	\$8,047	5	\$5,861	4	\$25,365	4	\$6,341	4	\$6,341	4	\$6,341	25.5%	\$86,855	\$155,230
2020	\$339,849	4	\$6,449	5	\$5,973	4	\$26,359	4	\$6,590	4	\$6,590	4	\$6,590	24.1%	\$82,020	\$172,771
2019	\$374,185	4	\$7,670	4	\$7,489	5	\$28,607	5	\$5,721	5	\$5,721	5	\$5,721	23.8%	\$89,243	\$171,142
2018	\$362,972	5	\$7,142	4	\$7,980	4	\$23,745	4	\$5,936	4	\$5,936	4	\$5,936	25.2%	\$91,375	\$173,114
2017	\$378,145	5	\$6,539	4	\$7,437	4	\$25,679	4	\$6,420	4	\$6,420	4	\$6,420	23.3%	\$88,122	\$172,713
5 Year Avg			\$7,139		\$6,854		\$25,951		\$6,179		\$6,179		\$6,179		\$87,523	\$168,994

Q3	Actual Annual Contributions	July		August		September		Weekly Avg		% of Actual Contributions		Qtrly % of Contributions	Jan - Sept 75% of Year	Quarter Total	YTD Total	
		Wks	Weekly Avg	Wks	Weekly Avg	Wks	Weekly Avg	Wks	Weekly Avg	Wks	Weekly Avg					% of Actual Contributions
2021	\$340,000	4	\$6,203	5	\$5,061	4	\$23,796	4	\$5,949	4	\$5,949	4	\$5,949	21.7%	\$73,913	\$229,143
2020	\$339,849	4	\$5,709	5	\$5,407	4	\$24,845	4	\$6,211	4	\$6,211	4	\$6,211	22.0%	\$74,713	\$247,484
2019	\$374,185	4	\$6,173	4	\$5,171	5	\$29,652	5	\$5,930	5	\$5,930	5	\$5,930	20.1%	\$75,026	\$246,167
2018	\$362,972	5	\$5,363	4	\$6,027	5	\$28,782	5	\$5,756	5	\$5,756	5	\$5,756	22.0%	\$79,705	\$252,819
2017	\$378,145	5	\$5,623	4	\$6,135	4	\$28,372	4	\$7,093	4	\$7,093	4	\$7,093	21.4%	\$81,027	\$253,740
5 Year Avg			\$5,785		\$5,530		\$27,089		\$6,157		\$6,157		\$6,157		\$77,618	\$250,053

Q4	Actual Annual Contributions	October		November		December		Weekly Avg		% of Actual Contributions		Qtrly % of Contributions	Jan - Dec 100% of Year	Quarter Total	YTD Total	
		Wks	Weekly Avg	Wks	Weekly Avg	Wks	Weekly Avg	Wks	Weekly Avg	Wks	Weekly Avg					% of Actual Contributions
2021	\$340,000	5	\$0	4	\$0	4	\$0	4	\$0	4	\$0	4	\$0	0.0%	\$0	\$229,143
2020	\$339,849	4	\$5,700	5	\$5,303	4	\$43,051	4	\$10,763	4	\$10,763	4	\$10,763	27.2%	\$92,365	\$339,849
2019	\$374,185	4	\$6,243	4	\$6,444	5	\$77,269	5	\$15,454	5	\$15,454	5	\$15,454	34.2%	\$128,017	\$374,185
2018	\$362,972	4	\$6,565	4	\$5,645	5	\$61,313	5	\$12,263	5	\$12,263	5	\$12,263	30.3%	\$110,153	\$362,972
2017	\$378,145	5	\$6,206	4	\$6,585	5	\$67,033	5	\$13,407	5	\$13,407	5	\$13,407	32.9%	\$124,406	\$378,145
5 Year Avg			\$6,180		\$5,953		\$62,167		\$13,088		\$13,088		\$13,088		\$113,735	\$363,788

Notes:

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

Accounts Included:

Current Income	YTD	Curr. Month
Lenten Offering	\$23,782.84	\$0.00
Undesignated Income	\$0.00	\$0.00
Vanco Offset Processing Fee	\$13.40	\$0.00
Flower Income	\$0.00	\$0.00
Initial Envelopes	\$0.00	\$0.00
	\$23,796.24	