

Prince of Peace

Council Meeting Agenda: 11.9.2021

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

| | |
|---|------|
| Call to Order | 7:30 |
| Devotion/Prayer – Bill | 7:31 |
| October financial review- Terry | 7:36 |
| Call for New Business/additions to agenda | 7:46 |
| Pastor Steve “Hot topics” | 7:48 |
| Action Items: | 7:58 |
| -December meeting | |
| -budget an Annual Meeting Planning | |
| Adjourn and closing with Lord’s Prayer | 8:23 |

PoP Council Meeting Minutes

Oct 12, 2021

In Zoom attendance were Pastor Steve Buechler, Jon Conary, Bill Harral, Rainer Sahmel, Kwame Mensah, Chet Wolejsza, Scott Gowing, Lauren Gibson, Katrena Huen, Pam Cook and Laura Dillon. Terry Forish was absent. Dekker Spielman attended to make a presentation to the Council.

7:30

Laura started with Devotions, reflecting on conflicting feelings about buying products and supporting businesses that have negative impacts on society. What choices should be made, can people buy responsibly yet still influence corporate actions? Pastor noted that early Christians lived according to their beliefs with their own rewards without trying to alter others' behaviors.

7:37

Dekker discussed replacing one of the church's sheds as an Eagle Scout Project. Different options and sizes were available and it was noted that the current sheds are 10x16. Questions were raised about whether the shed would be a kit, how many helpers were needed, what about demolition and removal of the old unit? Council approved going forward with a shed of the same size but help would be provided cleaning out, demolishing, and disposing of the old shed.

7:49

Kwame updated the finances in Terry's absence. Income for September was down only because some of the online donation withdrawals were delayed into early October. Estimates for planned budget items should be given to Pam or Terry before the finance committee meets on Nov 10.

7:53

Faith Statement readings were scheduled for Oct 18 and 19 and Pastor asked Council members to attend. A final schedule would be arranged via email. Rainer asked about the Confirmation process in general.

8:00

Pastor reported that the Zoom class with the other churches is going well. For the book group, the pastor of each of the three churches facilitates 2 of the 6 sessions, and a similar arrangement could work for other needs. Rainer said he enjoyed the sessions so far.

The first Second Saturday service was lightly attended and time will tell how this works out. The service will be held for a few months anyway.

Kwame noted the recent restart of the Social Ministry Committee with volunteers and Council support. It was noted that the perception of 'things not happening' wasn't always a lack of leadership, but often a lack of volunteers to do the work. With volunteers, normal activities could resume. Kwame has resources for training volunteers in leadership roles. And Laura volunteered to be the Council liaison to the Social Ministry Committee.

8:12

Pastor outlined plans for upcoming holiday services. PoP will do an online Thanksgiving service with Good Shepherd and Christ the Servant

Lutheran churches, but there would be no live attendance. There will be three live services for Christmas -a Childrens service, a Communion service, and a service on Christmas Day.

8:16

Kwame asked that the Executive Committee members (Pastor, Kwame, Scott and Lauren) meet before Nov 10 to firm up line items for salaries. Job descriptions still need to be updated to reflect changes in responsibilities of the different positions.

8:20

Bill updated council on plans for Yard Sale, and the exploration of Pepco rebates to upgrade to LED lights in the parking lot and other places throughout the property. Laura and Scott are still pursuing options for installing solar panels on the roof. The new windows in the Fellowship Hall should arrive in mid-November, and Chet volunteered to help oversee the shed replacement.

Bill agreed to do devotions for November.

8:30

The meeting adjourned with the Lord's Prayer.

Senior Pastor Report – November 9, 2021

We confirmed 8 of youth on Reformation Sunday! We had 76 people live at worship that Sunday, which was our highest attendance since the beginning of the pandemic. Usually, however, we're seeing live attendance in the mid-thirties and online viewership around 100-150. The next Second Saturday service will be held this coming Saturday.

On Thanksgiving Eve (November 24) Prince of Peace will host the annual Thanksgiving Eve service as an online only event, together with Good Shepherd and Christ the Servant Lutheran Churches. Beginning on December 1, we will hold Advent Holden Evening Prayer services on the first three Wednesdays in Advent. Those services will be both in-person and livestreamed.

On Christmas Eve (which is a Friday), we are planning to hold one Children's Service at 4 pm and one Carols and Holy Communion Service at 7 pm. There will be a Christmas Day service at 10 am, and a Sunday morning service on December 26 at 10 am as well. All of these services will also be in-person and livestreamed.

I have been working with Finance and the Executive Committee on budget planning for 2022, and Finance will have a proposed budget for Council to consider at our December meeting.

Several needed property projects continue to be in process. Bill and Chet are working with Dekker Spielman on his Eagle Scout proposal to replace the shed. Bill is also working with electrical contactors to explore Pepco opportunities to replace inefficient lighting. Terry has been informed that the door/window replacement in the Fellowship Hall should occur soon after Thanksgiving. We are also working on getting some initial contractor proposals for the patio/courtyard project, with the intention of having that ready for presentation at the Annual meeting in January.

Parish Register Updates:

Funeral / Memorial Service:

Joyce K. Taylor (Kim Drissel's mother) – October 24, 2021

Confirmations – October 31, 2021

David Fernando Butler

Eric Namoo Ely

Eric Martin Hoeger

Connor James Kohne

Evan Michael Schneider

Dekker Bairstow Spielman

Cruz Hudson Witten

Yaroslava Oleksandrivna Yanevskyy

Respectfully submitted,

Pastor Steve

Monthly Financial Summary – October 2021

Statement of Activities

Contributions

October was a good month, coming in slightly over plan and our best revenue month since the Spring. Total revenues were \$30,225 against an adjusted plan of \$29,128 over plan by \$1,097.

Expenses

Expenses for the month were \$34,411, over our adjusted budget plan of \$25,318 by \$9,093, and also over our income for the month by \$4,185. We did some benevolence catch-up in October with \$8,500 for the Washington DC Synod and an enhanced payment of \$1,969 to Lutheran Social Services at the request of the newly constituted Social Justice Ministry committee. Another \$161 payment went to supplies for our hard-working quilters. We also paid the second installment of the dreaded Montgomery County rainwater tax, and \$525 for a fire extinguisher inspection. Otherwise, it was a normal month!

Surplus

Our revenue to expense ratio decreased in October, from \$13,677 at the end of September, to \$9,491 the end of October, a decrease of \$4,186.

Fund Balance Report

The General Operating Fund stands at \$105,868, a \$4,186 decrease from the end of September. The Building Fund had total receipts of \$208, no disbursements, and an ending balance of \$169,061. The Debt Reduction Fund had total receipts of \$200, and an ending balance of \$1,400. The Feast Fund had contributions of \$2,680, no disbursements, and an ending balance of \$54,603. Total revenues/contributions to all funds from all sources were \$33,650. All other Fund Balances are positive and in good standing.

Cash Activity Report

The adjusted beginning cash balance on October 1 was \$422,118 and the ending balance was \$421,972 as of October 31, 2021, a slight decrease of \$146 from September.

Respectfully submitted,

TJ Forish, CPA
MD Lic. No. 32759

Monthly Actual Contributions Percentages

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

| Actual Annual Contributions | April | | May | | June | | Quarterly % of Contributions | | Jan - June 50% of Year | | YTD Total | |
|-----------------------------|-------|------------|-----|------------|------|------------|------------------------------|---------------------------|--------------------------|------------------------|---------------|-----------|
| | Wks | Weekly Avg | Wks | Weekly Avg | Wks | Weekly Avg | % of Actual Contributions | % of Actual Contributions | Qtrly % of Contributions | Jan - June 50% of Year | Quarter Total | YTD Total |
| Q2 | | | | | | | | | | | | |
| 2021 | 4 | \$8,047 | 5 | \$5,861 | 4 | \$6,341 | 9.5% | 8.6% | 25.5% | 45.7% | \$86,855 | \$155,230 |
| 2020 | 4 | \$6,449 | 5 | \$5,973 | 4 | \$6,590 | 7.6% | 8.8% | 24.1% | 50.8% | \$82,020 | \$172,771 |
| 2019 | 4 | \$7,670 | 4 | \$7,489 | 5 | \$5,721 | 8.2% | 8.0% | 23.8% | 45.7% | \$89,243 | \$171,142 |
| 2018 | 5 | \$7,142 | 4 | \$7,980 | 4 | \$5,936 | 9.8% | 8.8% | 25.2% | 47.7% | \$91,375 | \$173,114 |
| 2017 | 5 | \$6,539 | 4 | \$7,437 | 4 | \$6,420 | 8.6% | 7.9% | 23.3% | 45.7% | \$88,122 | \$172,713 |
| 5 Year Avg | | \$7,139 | | \$6,854 | | \$6,179 | 8.7% | 8.4% | | | \$87,523 | \$168,994 |

| Actual Annual Contributions | July | | August | | September | | Quarterly % of Contributions | | Jan - Sept 75% of Year | | YTD Total | |
|-----------------------------|------|------------|--------|------------|-----------|------------|------------------------------|---------------------------|--------------------------|------------------------|---------------|-----------|
| | Wks | Weekly Avg | Wks | Weekly Avg | Wks | Weekly Avg | % of Actual Contributions | % of Actual Contributions | Qtrly % of Contributions | Jan - Sept 75% of Year | Quarter Total | YTD Total |
| Q3 | | | | | | | | | | | | |
| 2021 | 4 | \$6,203 | 5 | \$5,061 | 4 | \$5,949 | 7.3% | 7.4% | 21.7% | 67.4% | \$73,913 | \$229,143 |
| 2020 | 4 | \$5,709 | 5 | \$5,407 | 4 | \$6,211 | 6.7% | 8.0% | 22.0% | 72.8% | \$74,713 | \$247,484 |
| 2019 | 4 | \$6,173 | 4 | \$5,171 | 5 | \$5,930 | 6.6% | 5.5% | 20.1% | 65.8% | \$75,026 | \$246,167 |
| 2018 | 5 | \$5,363 | 4 | \$6,027 | 5 | \$5,756 | 8.0% | 6.6% | 22.0% | 69.7% | \$79,705 | \$252,819 |
| 2017 | 5 | \$5,623 | 4 | \$6,135 | 4 | \$7,093 | 7.0% | 6.5% | 21.4% | 67.1% | \$81,027 | \$253,740 |
| 5 Year Avg | | \$5,785 | | \$5,530 | | \$6,157 | 7.1% | 6.8% | | | \$77,618 | \$250,053 |

| Actual Annual Contributions | October | | November | | December | | Quarterly % of Contributions | | Jan - Dec 100% of Year | | YTD Total | |
|-----------------------------|---------|------------|----------|------------|----------|------------|------------------------------|---------------------------|--------------------------|------------------------|---------------|-----------|
| | Wks | Weekly Avg | Wks | Weekly Avg | Wks | Weekly Avg | % of Actual Contributions | % of Actual Contributions | Qtrly % of Contributions | Jan - Dec 100% of Year | Quarter Total | YTD Total |
| Q4 | | | | | | | | | | | | |
| 2021 | 5 | \$6,071 | 4 | \$0 | 4 | \$0 | 8.9% | 0.0% | 8.9% | 76.3% | \$30,353 | \$259,496 |
| 2020 | 4 | \$5,700 | 5 | \$5,303 | 4 | \$10,763 | 6.7% | 7.8% | 27.2% | 100.0% | \$92,365 | \$339,849 |
| 2019 | 4 | \$6,243 | 4 | \$6,444 | 5 | \$15,454 | 6.7% | 6.9% | 34.2% | 100.0% | \$128,017 | \$374,185 |
| 2018 | 4 | \$6,565 | 4 | \$5,645 | 5 | \$12,263 | 7.2% | 6.2% | 30.3% | 100.0% | \$110,153 | \$362,972 |
| 2017 | 5 | \$6,206 | 4 | \$6,585 | 5 | \$13,407 | 8.2% | 7.0% | 32.9% | 100.0% | \$124,406 | \$378,145 |
| 5 Year Avg | | \$6,155 | | \$5,953 | | \$13,088 | 7.5% | 7.0% | | | \$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 | \$30,338.80 | \$30,338.80 |
| Lenten Offering | \$0.00 | \$0.00 |
| Undesignated Income | \$14.46 | \$14.46 |
| Vanco Offset Processing Fee | \$0.00 | \$0.00 |
| Flower Income | \$0.00 | \$0.00 |
| Initial Envelopes | \$0.00 | \$0.00 |
| | | \$30,353.26 |