

PRINCE OF PEACE

Council Meeting Agenda 4/19/2022

Call to Order-Bill is secretary for this meeting

Devotion/Prayer—Lauren

Devotion for May Meeting

February Financial Review—Terry

Pastor Steve Report

Call for New Business/Additions to Agenda

Update on Courtyard Project

Update on VBS

Update on Shed

Update on solar panels

Update on Yard Sale

Lessons Learned from Medical Incident on April 3

Representatives for Synod convention

Adjourn and closing with the Lord's Prayer

PoP Council Meeting Minutes

March 8, 2022

Attending by Zoom were Pastor Steve Buechler, Jon Conary, Laura Dillon, Lauren Gibson, Bill Harral, Kwame Mensah, Ranier Sahmel, Chet Wolejsza, Dekker Spielman, Terry Forish, and Chris Michel.

7:32

Jon did Devotions.

7:35

Terry reported a good financial picture for the church, which he expects to continue. The Social Justice Ministry has been very active and requesting benevolence payments. One such payment was made in February to Gaithersburg Help. The Feast Fund balance is \$65K.

7:39

Pastor Steve discussed his report as distributed prior to the meeting. The live Ash Wednesday service was attended by 25 people. Holden evening prayer will be held at 7:15 PM both live and online, preceded by wine & cheese, fellowship, and the labyrinth in the Fellowship Hall. There will be a single Easter service at 10 AM. Volunteers are needed to coordinate the Easter Egg hunt around the service. VBS is also in need of a volunteer to coordinate/run the event if it is to happen this year.

7:43

A schematic of the patio project was distributed prior to the meeting. The proposed project includes pavers for the large area between the back door, the fellowship hall doors, and the narthex door; a seating wall with lights and outlets; a gas line for a grill; drainage; landscaping; and concrete repairs. The total cost is \$75K which will be paid from the Feast Fund (and potentially the Building Fund for the concrete repairs portion). The project will start in mid-April, after Easter, and is expected to take about 4 weeks. Council voted to approve the project.

7:49

Dekker provided an update on the shed project. He will place the order for the shed ASAP and will notify Bill, Chet, and Pastor Steve about the expected delivery date so clean-out of the old shed can be organized. Bill will procure a dumpster for items to be thrown away as well as for the demolished shed.

7:58

Laura reported that she is working with a new Solar Energy World representative for the solar panels project. An update will be provided at the April meeting.

7:59

Bill and Chris provided an update on planning for the Yard Sale, which will take place on June 4 from 7 AM-2 PM. They will move forward with contacting appropriate church members to assist with reserving the tent and moving truck, applying for the special food license, and updating the sign and advertising materials (flyers, website, email announcement). Department chairs/co-chairs will be identified by asking Rebecca Claycamp for past lists and by requesting volunteers once all departments have been identified. Bill and Chris will propose a list of items that cannot be donated, including knick-knacks/collectibles, computers, and large heavy items like CRT TVs and entertainment centers. Bill will contact Helen about feasibility of tracking how much money is made by department to inform planning for future yard sales. A Montgomery County police officer will not be used for this year's event.

8:16

Meeting adjourned with the Lord's prayer.

Upcoming Secretary Rotation:

March – Laura Dillon

April- Kwame Mensah

May - Chet Wolejsza

June - Bill Harral

July - Pam Cook

August – Rainer Sahmel

September - Dekker Spielman

Senior Pastor Report – April 19, 2022

For the first Easter in 3 years, we finally had in-person worship again! Easter Sunday in-person attendance was 110, which was on the higher side of what we expected. Maundy Thursday and Good Friday services were also around 40% of pre-Covid levels, which again is within expectations. Online attendance was also good for all of our Holy Week and Easter services.

Our Lenten services also went well. People especially enjoyed the opportunity for fellowship before the service, and a few took advantage of the Labyrinth as well.

We have been advertising some of our most pressing volunteer needs, without much response, but we will talk more about some of that at the Council meeting. However, we do have a couple more people willing to help with the AV board; Chris and Bill have been able to personally recruit some department chairs for Yard Sale; and Social Justice Committee has been doing a good job of recruiting help for the upcoming auction. So, there is some good news as far as recruiting volunteers goes!

Along with that good news, our patio / courtyard project is now underway! Weather has already caused some delay, but we're still hoping it will be complete before Yard Sale. As the patio nears completion, we will be running a gas line to the outside corner of the building near the kitchen so that a new natural gas grill (currently being ordered) can be installed on the new patio. Concurrently, the shed replacement project is proceeding, with the new shed kit already purchased and under a tarp next to the shed. We are planning to do some emptying / sorting this coming weekend. Once the patio project is complete, and we are beyond Yard Sale, we will proceed to fixing the baseboard heating registers throughout the building.

Respectfully submitted,
Pastor Steve

Monthly Financial Summary – March 2022

Statement of Activities

Contributions

March was consistent with our current giving pattern. Total revenues were \$25,191 up a bit from February as we received a nice Thrivent donation of \$850 and an Amazon Smiles donation of \$62. Still, this was under our plan of \$28,236 by \$3,045.

Expenses

Expenses for the month were \$27,507, against an adjusted plan of \$27,486, over plan by \$21, and over our revenue by \$2,316. There were no exceptional expenses in February and we made two additional benevolence payments of \$2,000 to Lutheran World Relief and \$2,050 to Lutheran Social Services. Benevolence payments to date total \$4,222 against a plan of \$33,000.

Surplus

Our income to expense ratio for 2022 declined in March from \$8,918 at the end of February to \$6,602 the end of March.

Fund Balance Report

The General Operating Fund stands at \$117,226, a \$2,316 decrease from the end of February. The Building Fund had total receipts of \$208, a disbursement of \$2,030 and an ending balance of \$165,787. The Debt Reduction Fund had total receipts of \$200, and an ending balance of \$2,400. The balance was transferred to the Feast Fund on March 30, 2022 per established protocols. The Feast Fund had contributions of \$2,191, a disbursement of \$11,250 for the deposit on the patio project and an ending balance of \$56,724. Total revenues/contributions to all funds from all sources were \$25,954. All other Fund Balances are positive and in good standing.

Cash Activity Report

The adjusted beginning cash balance on March 1, 2022 was \$434,180, and the ending balance was \$419,554 as of March 31, 2022, a decrease of \$14,626 from February. The drawdown can be attributed primarily to the patio project and disbursements from our Designated Fund for various causes that have been in that account for a number of years.

Respectfully submitted,

TJ Forish, CPA
MD Lic. No. 32759

Monthly Actual Contributions Percentages

Q1	Actual Annual Contributions	Monthly Actual Contributions Percentages												Quarter Total	YTD Total
		January	February	March	Weekly Avg	% of Actual Contributions	Wks	Weekly Avg	% of Actual Contributions	Wks	Weekly Avg	% of Actual Contributions	Jan - Mar 25% of Year		
2022	\$330,000	\$23,009	\$23,223	\$23,965	\$4,602	7.0%	4	\$5,806	7.0%	4	\$5,991	7.3%	21.3%	\$70,197	\$70,197
2021	\$320,982	\$21,658	\$21,949	\$24,767	\$4,332	6.7%	4	\$5,487	6.8%	4	\$6,192	7.7%	21.3%	\$68,375	\$68,375
2020	\$339,849	\$24,190	\$32,864	\$33,697	\$6,047	7.1%	4	\$8,216	9.7%	5	\$6,739	9.9%	26.7%	\$90,751	\$90,751
2019	\$374,185	\$22,111	\$22,039	\$37,749	\$5,528	5.9%	4	\$5,510	5.9%	5	\$7,550	10.1%	21.9%	\$81,899	\$81,899
2018	\$362,972	\$23,306	\$32,282	\$26,151	\$5,827	6.4%	4	\$8,071	8.9%	4	\$6,538	7.2%	22.5%	\$81,739	\$81,739
	5 Year Avg	\$22,855	\$26,471	\$29,266	\$5,194	6.6%		\$6,618	7.7%		\$6,651	8.5%		\$78,592	\$78,592

Q2	Actual Annual Contributions	Monthly Actual Contributions Percentages												Quarter Total	YTD Total
		April	May	June	Weekly Avg	% of Actual Contributions	Wks	Weekly Avg	% of Actual Contributions	Wks	Weekly Avg	% of Actual Contributions	Jan - June 50% of Year		
2022	\$330,000	\$32,187	\$29,303	\$25,365	\$8,047	10.0%	4	\$8,047	0.0%	4	\$0	0.0%	27.1%	\$86,855	\$70,197
2021	\$320,982	\$25,796	\$29,865	\$26,359	\$6,449	7.6%	4	\$6,449	8.8%	4	\$6,590	7.8%	48.4%	\$82,020	\$155,230
2020	\$339,849	\$30,679	\$29,957	\$28,607	\$7,670	8.2%	4	\$7,489	8.0%	5	\$5,721	7.6%	50.8%	\$89,243	\$172,771
2019	\$374,185	\$35,710	\$31,920	\$23,745	\$7,142	9.8%	4	\$7,980	8.8%	4	\$5,936	6.5%	45.7%	\$91,375	\$171,142
2018	\$362,972	\$31,093	\$30,261	\$26,019	\$7,316	9.0%	4	\$6,725	8.8%	4	\$6,122	7.5%	47.7%	\$69,899	\$173,114
	5 Year Avg	\$31,093	\$30,261	\$26,019	\$7,316	9.0%		\$6,725	8.8%		\$6,122	7.5%		\$69,899	\$148,491

Q3	Actual Annual Contributions	Monthly Actual Contributions Percentages												Quarter Total	YTD Total
		July	August	September	Weekly Avg	% of Actual Contributions	Wks	Weekly Avg	% of Actual Contributions	Wks	Weekly Avg	% of Actual Contributions	Jan - Sept 75% of Year		
2022	\$330,000	\$24,814	\$25,303	\$23,796	\$6,203	7.7%	4	\$6,203	0.0%	4	\$0	0.0%	23.0%	\$73,913	\$70,197
2021	\$320,982	\$22,836	\$27,033	\$24,845	\$5,709	6.7%	4	\$5,407	7.9%	4	\$5,949	7.4%	71.4%	\$229,143	\$229,143
2020	\$339,849	\$24,692	\$20,682	\$29,652	\$6,173	6.6%	4	\$5,171	8.0%	4	\$6,211	7.3%	72.8%	\$74,713	\$247,484
2019	\$374,185	\$26,813	\$24,110	\$28,782	\$5,363	8.0%	4	\$6,027	5.5%	5	\$5,930	7.9%	65.8%	\$75,026	\$246,167
2018	\$362,972	\$24,789	\$24,282	\$26,769	\$5,833	7.2%	4	\$5,396	6.6%	5	\$5,756	7.9%	69.7%	\$79,705	\$252,819
	5 Year Avg	\$24,789	\$24,282	\$26,769	\$5,833	7.2%		\$5,396	7.0%		\$5,949	7.7%		\$75,839	\$243,903

Q4	Actual Annual Contributions	Monthly Actual Contributions Percentages												Quarter Total	YTD Total
		October	November	December	Weekly Avg	% of Actual Contributions	Wks	Weekly Avg	% of Actual Contributions	Wks	Weekly Avg	% of Actual Contributions	Jan - Dec 100% of Year		
2022	\$330,000	\$30,353	\$22,406	\$39,080	\$6,071	9.5%	5	\$6,071	0.0%	4	\$0	0.0%	28.6%	\$91,839	\$70,197
2021	\$320,982	\$22,800	\$26,514	\$43,051	\$5,700	6.7%	4	\$5,303	7.0%	4	\$9,770	12.2%	100.0%	\$92,365	\$320,982
2020	\$339,849	\$24,973	\$25,775	\$77,269	\$6,243	6.7%	4	\$6,444	7.8%	5	\$15,454	20.6%	100.0%	\$128,017	\$339,849
2019	\$374,185	\$26,261	\$22,580	\$61,313	\$6,565	7.2%	4	\$5,645	6.2%	5	\$12,263	16.9%	100.0%	\$110,153	\$374,185
2018	\$362,972	\$26,097	\$24,319	\$55,178	\$6,140	7.6%	4	\$5,722	7.0%	5	\$12,262	16.0%	100.0%	\$105,594	\$362,972
	5 Year Avg	\$26,097	\$24,319	\$55,178	\$6,140	7.6%		\$5,722	7.0%		\$12,262	16.0%		\$105,594	\$349,497

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

Accounts Included:	YTD	Curr. Month
Current Income	\$23,310.84	
Lenten Offering	\$520.00	
Undesignated Income		\$12.07
Vanco Offset Processing Fee		\$92.00
Flower Income		\$30.00
Initial Envelopes		\$23,964.91