

PRINCE OF PEACE

Council Meeting Draft Agenda 3/14/2023

THIS IS AN IN PERSON MEETING.

ZOOM LINK:

<https://us02web.zoom.us/j/82401662625?pwd=SlI4NERPckROTFZ6eE5lbG9oYzROQT09>

Call to Order- 7:30pm

Devotion/Prayer—Sherry

Secretary for March Meeting: Bill

Devotion for April Meeting:

Secretary for April meeting:

Call for New Business/Additions to Agenda:

February Financial Review—

Pastor Steve Report

Update on VBS (review of material meeting scheduled): Jon

Update on solar panels: Laura

Mar-Lu Ridge Thoughts: Chuck

Cinco De Mayo: Pam

Adjourn and closing with the Lord's Prayer

DRAFT

PoP Council Meeting Minutes

February 21, 2023

Attending in person were Pastor Steve Buechler, Jon Conary, Chet Wolejsza, Lauren Gibson, Pam Cook, Laura Dillon, Bill Harral, Chuck Harrington, Sherry Kienzle, Rainer Sahmel, Yasya Yanevsky (Youth Member) and Jamie Pflasterer (Social Justice)

7:30 pm Meeting was called to order by Jon

Laura opened the meeting with a devotion about Shrove Tuesday and the origins of the pancake tradition.

Sherry volunteered to do the next meeting's devotion.

Secretary for the next meeting in March is Bill Harral.

Council Officers were selected and voted upon. Jon will return as President and Lauren will serve as Vice President. As no standing secretary could be identified, this position will rotate among members of the council.

There was a lengthy discussion about the date for the annual Congregational Meeting, recently held on January 29. Changing the date requires a By-Laws change as well. It was decided by council to change the wording of the By-Laws to permit flexibility of the actual date to be held in January or February. The By-Laws change will require congregational approval. The date for this special meeting is set on May 5, 2023. The annual meeting date will be set by council near the end of the calendar year with adequate advance notice for notifying the Congregation and considering the needs of various committees to prepare for their reports.

Also discussed was the mix of in-person and on-line meetings for the coming year. An informal approach was adopted to have approximately alternating formats. Accordingly, the March 2023 meeting will be on-line.

The future of the Yard Sale was discussed. Jon distributed a Survey to the Council to fill out in the week following this meeting to give the council a basis to decide whether and how to conduct a yard sale in 2023 and to obtain pledges of support if indicated. This survey is part of the meeting docs.

Bill reflected on the previous yard sale; this is a valuable community event that nevertheless requires a big investment of time on many fronts,

MAR-LU presentation. Sarah Leffler, Director of Mar-Lu Ridge conference and retreat center spoke to the council via on-line link. Mar-Lu has embarked on a \$2M capital campaign for accessibility upgrades to the Pavilion and Health Center. The Mar-Lu directorate is looking for five congregations to take a leadership role in the fund drive which will likely start in the spring of this year. There was consensus that Prince of Peace should support the fund drive but how and what will be decided later.

Pam gave an update on the plans for a Cinco de Mayo social event at PoP. This will hopefully be held outdoors on the new patio and feature tacos, beer, sangria and more.

Pam also announced a new initiative within the fellowship group for women who want to have a "safe space" for Just Girl Talk.

Pam relayed Terry's message about finance in January. In essence, January was not good.

Pastor had no formal report inasmuch as he recently returned from vacation and a retreat. He recalled one worthy topic, namely the oft-cited Old Testament emphasis on the observance of the sabbath.

Yasya would like to explore fund raising for people of Ukraine who are suffering in their own country due to the military actions there.

Laura indicated that there is some progress on the Solar Panel project with more details hopefully by next meeting.

Laura also reported that there is another youth retreat for Leadership at Mar-Lu in March as well as an event for elementary school age children.

Jon reported that the heater for the church is fixed. The boiler is aging and may need replacement soon.

Lauren presented results of the Feast Fund survey she conducted. The results of that survey are separately reported. Bathroom updates and repairs topped the list of items.

Meeting adjourned with the Lord's Prayer at 8:50 pm

Respectfully submitted, Rainer Sahmel, February 27, 2023

PS: Jon distributed a list of action items for this meeting, that should form part of these minutes.

Senior Pastor Report – March 14, 2023

Last month, I submitted no written report, as I was on vacation and Continuing Ed for most of the three weeks before the meeting. However, as has often been the case, some significant accomplishments occurred during my absence, including especially getting the heat back on in the main building (special thanks to Jon and Tom) and the patio wall getting fixed (special thanks to Terry)! One of the issues that was realized in addressing the heat in the main building is that, since hot water loop systems are so rare, virtually no one services them or is even very knowledgeable in how to fix and maintain them. This fact is something we need to consider before we dump any more money into the current system.

I returned from my Continuing Ed event just in time for last month's Council meeting. The next day, we began Lent with our Ash Wed service, and each Wednesday since, we've been holding Evening Prayer at 7:15 pm, preceded by fellowship at 6:15 pm. These events have been going well, and in-person attendance is almost up to what we would have expected for mid-week services pre-Covid. In-person attendance at Sunday services is also trending up, which is another good sign.

This year, since Holy Saturday is the second Saturday, I will make the Second Saturday service into a modified, shortened Easter Vigil. So, it will still be at 5 pm and be about 45 minutes long, but will have the essential elements of Easter Vigil. So, for Holy Week, we will have Maundy Thursday, Good Friday and Easter Vigil services in preparation for Easter Sunday. On Easter Sunday, we'll have the one service at 10 am, and Laura Hurst is working on organizing an Easter Egg Hunt at 9 am.

On the Sundays in the early part of the Easter Season, we have a couple of baptisms scheduled, and I will be leading First Communion instruction for 3rd graders during the Sunday School hour. Confirmation is also going well, and will wrap up for the spring on April 23.

In other property news, Bill and Chris are getting ready to do some of the long-needed painting in the BYC and the narthex.

And, as always, here the Parish Register updates since my last report:

Parish Register Updates:

Baptism:

Joe Rowan Daniel IV – January 22, 2023

Remove from Rolls:

Tracy, Stuart, Cora & Addison Barr - resigned

Respectfully submitted,
Pastor Steve

Monthly Financial Summary – February 2023

Statement of Activities

Contributions

Another light month but not as bad as January. We received Thrivent and Amazon deposits of \$741 and \$54.70 respectively which helped bump the revenue number up a bit. Total revenues were \$21,461 against a planned revenue number of \$24,851, a shortfall of \$3,390. The shortfalls haven't really hurt us yet in General Operating but it would be beneficial to be able to post some better numbers.

Expenses

Total expenses were \$18,070 against a plan of \$27,113, under planned expenses by \$9,043, but also under our total revenues by \$3,390. Heating/Furnace repairs ended up costing us \$3,985. However, we charged that expense to the Capital Repair Fund. Otherwise, there were no unusual expenditures in February. Benevolence activity, at least as it affects the budget, hasn't kicked in yet for 2023.

Surplus

Our income to expense ratio flipped positive in February from -\$1,986 the end of January to +\$1,286 the end of February.

Fund Balance Report

The General Operating Fund stands at \$123,556, an increase of \$3,391 from January. The Building Fund had total receipts of \$240, no disbursements, and an ending balance of \$158,712. The Debt Reduction Fund had total receipts of \$200, and an ending balance of \$400. The Feast Fund had contributions of \$1,991, no disbursements, and an ending balance of \$18,674. Total revenues/contributions/transfers to all funds from all sources were \$24,867. All other Fund Balances are positive and in good standing.

Cash Activity Report

The adjusted beginning cash balance on February 1, 2023 was \$371,395, and the ending balance was \$375,648 as of February 28, 2023, an increase of \$4,253 from January 2023.

Respectfully submitted,

TJ Forish, CPA
MD Lic. No. 32759

Monthly Actual Contributions Percentages

Q1	Actual Annual Contributions	January	February	March	% of Actual Contributions		Jan - Mar 25% of Year	Quarter Total	YTD Total
		Wks	Wks	Wks	Weekly Avg	% of Actual Contributions			
2023	\$295,450	\$18,217	\$20,586	\$23,965	4	4	13.1%	\$38,803	\$38,803
2022	\$330,000	\$23,009	\$23,223	\$23,965	4	4	21.3%	\$70,197	\$70,197
2021	\$320,982	\$21,658	\$21,949	\$24,767	4	4	21.3%	\$68,375	\$68,375
2020	\$339,849	\$24,190	\$32,864	\$33,697	4	5	26.7%	\$90,751	\$90,751
2019	\$374,185	\$22,111	\$22,039	\$37,749	4	5	21.9%	\$81,899	\$81,899
	5 Year Avg	\$21,837	\$24,132	\$30,045				\$70,005	\$70,005

Q2	Actual Annual Contributions	April	May	June	% of Actual Contributions		Jan - June 50% of Year	Quarter Total	YTD Total
		Wks	Wks	Wks	Weekly Avg	% of Actual Contributions			
2023	\$295,450	\$31,332	\$23,030	\$24,452	4	4	13.1%	\$0	\$38,803
2022	\$330,000	\$32,187	\$29,303	\$25,365	4	4	45.2%	\$78,814	\$149,011
2021	\$320,982	\$25,796	\$29,865	\$26,359	4	4	48.4%	\$86,855	\$155,230
2020	\$374,185	\$30,679	\$29,957	\$28,607	4	5	50.8%	\$82,020	\$172,771
2019	\$374,185	\$29,999	\$28,039	\$26,195	5	5	45.7%	\$89,243	\$171,142
	5 Year Avg	\$7,500	\$5,903	\$6,164				\$67,386	\$137,391

Q3	Actual Annual Contributions	July	August	September	% of Actual Contributions		Jan - Sept 75% of Year	Quarter Total	YTD Total
		Wks	Wks	Wks	Weekly Avg	% of Actual Contributions			
2023	\$295,450	\$23,624	\$16,844	\$20,527	4	4	13.1%	\$0	\$38,803
2022	\$330,000	\$24,814	\$25,303	\$23,796	4	4	63.6%	\$60,995	\$210,006
2021	\$320,982	\$22,836	\$27,033	\$24,845	4	4	71.4%	\$73,913	\$229,143
2020	\$374,185	\$24,692	\$20,682	\$29,652	4	5	72.8%	\$74,713	\$247,484
2019	\$374,185	\$23,991	\$22,465	\$24,705	5	5	65.8%	\$75,026	\$246,167
	5 Year Avg	\$5,998	\$4,730	\$5,813				\$56,929	\$194,320

Q4	Actual Annual Contributions	October	November	December	% of Actual Contributions		Jan - Dec 100% of Year	Quarter Total	YTD Total
		Wks	Wks	Wks	Weekly Avg	% of Actual Contributions			
2023	\$295,450	\$22,874	\$25,630	\$36,103	4	4	13.1%	\$0	\$38,803
2022	\$330,000	\$30,353	\$22,406	\$39,080	4	4	89.3%	\$84,607	\$294,613
2021	\$339,849	\$22,800	\$26,514	\$43,051	4	4	100.0%	\$91,839	\$320,982
2020	\$374,185	\$24,973	\$25,775	\$77,269	4	5	100.0%	\$92,365	\$339,849
2019	\$374,185	\$25,250	\$25,081	\$48,876	5	5	100.0%	\$128,017	\$374,185
	5 Year Avg	\$5,611	\$5,901	\$11,500				\$79,366	\$273,686

Notes:

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

Accounts Included:

	YTD	Curr. Month
Current Income	\$20,415.51	\$20,415.51
Lenten Offering	\$150.00	\$150.00
Benevolence	\$20.00	\$20.00
Undesignated Income	\$0.00	\$0.00
Vanco Offset Processing Fee	\$0.00	\$0.00
Flower Income	\$0.00	\$0.00
Initial Envelopes	\$0.00	\$0.00
	\$20,585.51	\$20,585.51

**Prince of Peace Lutheran Church - Gaithersburg MD
Consolidated Fund Activity Report for February 2023**

Sunday, March 12, 2023

Page 1 of 1

Account #	Account Name	Beg Balance	Receipts	Disbursements	Transfers/JE's	End Balance
3.10.100	General Operating Fund Balance	120,155	21,461	18,070	0	123,556
3.15.100	Feast Fund Balance	16,683	1,991	0	0	18,674
3.20.100	Building Fund Balance	158,472	240	0	0	158,712
3.25.100	Debt Reduction/Mortgage Fund Balance	200	200	0	0	400
3.30.100	Memorial Fund Balance	1,650	0	0	0	1,650
3.35.100	Karen Kimmel-Miltizer Youth Fund Balance	550	0	0	0	550
3.40.100	Designated Fund Balance	(849)	0	0	0	(849)
3.50.100	Restricted Funds - Short Term Fund Balance	29,676	702	0	0	30,378
3.60.100	Operating Reserve Fund Balance	30,000	0	0	0	30,000
3.70.100	Capital Repair Fund Balance	14,978	273	3,985	0	11,267
3.90.100	<i>Net Fixed Asset Fund</i>					
3.90.110	Land Balance	150,000	0	0	0	150,000
3.90.120	Church Building Balance	940,182	0	0	0	940,182
3.90.130	Youth Center Balance	235,000	0	0	0	235,000
3.90.140	Furniture and Equipment Balance	221,710	0	0	0	221,710
3.90.150	Parking Lot Balance	95,000	0	0	0	95,000
Total		\$2,013,420	\$24,867	\$22,055	\$0	\$2,016,232