



**May 1, 2022**

**12:00 PM**

***Grace Lutheran Church***

**Annual Congregational Meeting**

**Committee Goals, Reports & Budget**

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**2022-2023**

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**GRACE LUTHERAN CHURCH**

**ANNUAL CONGREGATION MEETING MAY 1, 2022**

**AGENDA**

- 1. Call to Order—Buddy Dewar President or Sharon Piepmeier Acting President**
- 2. Opening Prayer—Pastor Jennifer Kopacz**
- 3. Determine Quorum—Don Blancett, Vice President**
- 4. Approval of January Congregation Meeting Minutes**

- **Membership, Attendance, and Giving Data**
- **2021-2022 Financial Review, See Appendix A**

**5. New Business**

- **New Budget Proposal Summary and comments, See Appendix B**
- **Approval of 2022/2023 Budget**
- **Introduce Council recommendation for New Position of Church Liaison for one Year – See appendix C**
  - **Open Floor for questions**

Motion to set aside the section of the Constitution that details Council voting for One (1) year beginning June 1, 2022

The voting membership of the Congregation Council shall consist of the pastor(s), ... the officers of this congregation, and the committee chairpersons (C12.01).

**Committee Goals for 2022/2023 Fiscal Year**

- a. Executive Committee**
- b. Pastor Report**
- c. Worship and Music Committee**
- d. Fellowship Committee**
- e. Property Committee**

**OPEN POSITIONS**

- f. Education Committee**
- g. Community Ministry and Outreach Committee**
- h. Stewardship and Finance Committee**
- i. Youth Committee**
- j. Marketing, Advertising and Communications Committee**

**6. Next Town Hall and Congregation Meeting: TBD**

**7. Adjournment**

**8. Lord's Prayer**

**NOTES:**

## **Grace Lutheran Church Congregational Meeting January 9, 2022**

Vice President Sharon Piepmeier called the meeting to order @12:02 P.M., followed by an opening prayer by Pastor Jenn. A quorum was determined present.

Beverly Jackson Davis made a motion to approve the Spring 2021 Congregational meeting minutes. Kris Albers seconded, and the motion passed unanimously.

Sharon Piepmeier reported she had spoken with Buddy Dewar. He is continuing to recover and will be in a rehabilitation hospital for the next few weeks.

Goals and accomplishments: Were outlined in each of the reports submitted by committees.

Property: the Men's Ministry has been helping with church maintenance inside and outside the building.

Fellowship: has begun having one coffee hour between first and second service.

The position of Treasurer will be open this spring. Peggy Stevens reported the church is in seventh month of the fiscal year. Amount needed for spending plan is \$172,144.00, and offerings/income received is \$177,753.00. The family in need fund year to date has received \$7,000.00 and spent \$5000.00. Peggy also reminded the meeting that the amount of offerings received is reported once a month, and also to please not reduce the amount of general fund offerings when giving special offerings, such as Manna on Meridian.

The Worship and Music Committee needs \$3,500.00 for Sanctuary improvements.

### **NEW BUSINESS**

New microphones for the sanctuary are awaiting shipment. A third camera has been purchased with a donation, which is waiting for installer.

Sharon recognized Peggy Stevens for her excellent work as Treasurer. Pastor Jenn recognized Sharon for taking over President's duties for the Council. The next town hall date is to be determined. A motion to adjourn was made by Darryl Barocwicz, seconded by Bob Becker. The meeting was adjourned @ 12:37 P.M.

## **The Mission Statement of Grace Lutheran Church**

*The mission of Grace Lutheran Church is to invite and welcome all to the fellowship of Christ in service to the community.*

## **The Values of Grace Lutheran Church**

- Provide an open and spiritual environment consistent with the confessions and sacramental principles of the Evangelical Lutheran Church in America.
- Serve others in need using our time, talents and treasures as Christ did on earth.
- Share the gift of God's grace with all people.
- Encourage and equip members to participate in outreach programs serving local and worldwide community needs.

## **Executive Committee**

The Executive Committee is comprised of Church Council officers and the Pastor (Constitution and Bylaws C.13.01). The current members are:

## **Congregational Council**

The Congregational Council as proposed will consist of the Executive Committee for a period of 1 year:

Buddy Dewar, President (1st Term ending Spring 2023)

Sharon Piepmeier, Vice President (2<sup>nd</sup> term ending Spring 2024)

Janet McPherson, Secretary (1st Term ending Spring 2023)

Peggy Stevens, Treasurer (Term to continue until approval and installation of Replacement)

David Grant, Financial Secretary (1st Term, ending Spring 2023)

Jennifer Kopacz, Pastor

The Constitution and Bylaws outline the full responsibilities of the Executive Committee and the Council.

The President presides at Executive Committee, Church Council and Congregational Meetings. In the absence of the President, the Vice President presides at those meetings, and is responsible for initiating annual planning.

The Secretary keeps Executive Meeting, Church Council and Congregational Meeting minutes and has custody of the congregation's archives.

The Treasurer has custody and full responsibility for all congregation funds and receives and distributes such funds in accordance with the decisions of the congregation or Church Council and serves as a member of the Stewardship and Finance Committee.

The financial secretary maintains records of all contributions, reports regularly to the Church Council and to members as the Church Council requires, and serves as a member of the Stewardship and Finance Committee.

### **Executive Committee Goals**

1. Implement and monitor approved spending plan for the fiscal year 2022-2023
2. Be fiscally responsible with the church funds.
3. Work with Church Liaison to Support and Approve New Committee Chair positions
4. Find new ways to promote Grace in the community and increase membership
5. Evaluate and Institute new Contracts, job descriptions and Goals/Achievements for all staff and Pastor.
6. Monitor and approve Financial Policies added to the Policy Manual to better protect church finances.
7. Open and Streamline channel for communication between Members, Pastor, Staff, and Council

### **Pastor's Goals (2022/2023)**

1. Lead weekly worship on Sundays and special services as they arise (Healing, Thanksgiving, Advent midweek, Christmas Eve and Lessons & Carols); presided at two member funerals. Continue to work on creating meaningful worship services, with the help of the Worship & Music Committee, worship staff, and our Office Administrator, Lisa Rubin.
2. Preside over Baptisms, Affirmation of Baptism, Funerals, Weddings
1. Visit and support ill, injured, and shut-in members of Grace, as well as others with associations to the congregation; provide pastoral care and counseling as needed.
2. Continue to lead our weekly TexTalk Bible Study on Tuesday mornings.
3. Participate in social, fellowship and outreach events at Grace and within the community, including Manna on Meridian
4. Participate in 2022 Stewardship Campaign at Grace.
5. Work with Council and the congregation to make ourselves more visible in our community,
6. Attend monthly Church Council and Worship and Music Committee meetings, and other committee meetings as needed or requested.

- Open Channels of communication with all Members

### **Worship and Music Committee Goals as established by the Constitution**

#### **Randi Buehner, Chair**

Members: Don Blancett, Judy Blancett, Maria Eckard, Joy Becker, Teresa Wooten, Leslie Heffner, Pastor Kopacz.

1. It shall be responsible for the smooth operation of all Sunday and festival services, provide ushers, acolyte(s), greeters, nursery attendants, lay readers, lay ministers and communion assistants.
2. It shall provide for a person or persons to care for the altar and its furnishings, Communion ware, and candles.
3. It shall provide for such choral groups as may be useful in the Church's program and secure directors for the same.
4. It shall be responsible for the provision of pianists and organists.
5. It shall be responsible for the care of all musical instruments owned by the congregation.
6. It shall be responsible for the provision and care of choir robes and music, and their proper storage.
7. It shall provide, maintain, and staff a nursery for preschool children during worship services as required.

#### **Worship and Music Current Goals (2022-2023)**

1. Actively recruit new musicians for choir, bell choir, and the Contemporary service to provide vocal and instrumental variety.
2. Provide various styles of music that may appeal to all populations. Continue to provide live keyboard/organ music, streamed vocal music and live bell choir pieces.
3. Encourage youth to attend and participate after Confirmation.
4. Continue to provide content variety to the worship experience i.e., sermon series, Biblical Topics, guest speakers and/or ministers, that offer relevant topics to a varied population. (Offering series makes people want to come back to hear the next session.)
5. Encourage more congregation members to participate in the worship services by joining choir, volunteering to do solos or duets, joining bells, lay ministry, altar guild, Technology Assistants, etc. We have many wonderful singers, and instrumentalists-we would love to have duets/trios at both services by church members.
6. Provide Advent and Lenten mid-week services, Healing Services, and possibly other worship alternatives.
7. Looking into permanent nametags for all worship attendees and visitors
8. Encourage and assist with technical coverage for services and special events
9. Continue to provide care for the Altar, and worship volunteers (ushers, lay readers)
10. Continue to monitor the need for a nursery attendant

#### **Education Committee Goals as established by the Constitution**

Chair NEEDED.

- a. This committee shall provide leadership and supervision of the educational program of the congregation.
- b. It shall develop an effective teaching ministry which includes the training of teachers and leaders and provide opportunity for study by every member of the congregation through its teaching agencies.
- c. It shall provide adequate administrators, teachers, assistants, and substitute teachers for the school and detail their duties.
- d. It shall be responsible for the planning and successful operation of the Sunday School, summer education program, confirmation classes, and any other educational features of the church's program.
- e. It shall maintain, improve, and cultivate the use of a church library.

**Community Ministry and Outreach Goals as established by the Constitution**

**Chair: OPEN**

Members: Burt Von Hoff, Jim Akin, Nick Gandy, Teresa Wooten, Maria Eckard, Daryl Barowicz, Kris-Tena Albers

- a. It shall work with the Pastor, the Council, and the congregation to seek out and to create opportunities to share the good news of Jesus Christ with others.
- b. It shall seek to build up among the members of this community of faith, a sense of call to reach out to neighbors, near and far, and help all of us find ways to use our individual gifts of the Spirit to share the love and mercy of Christ.
- c. It shall follow up with visitors to our congregation via mail, phone or email, and report any questions or concerns to the Pastor or Council President.
- d. It shall work with the Pastor to oversee the reception, sponsorship, orientation and welcome of new members into our congregation. It shall also work with the Marketing and Advertising Committee, to ensure we have materials for distribution at community events, and to visitors to the church.
- e. It shall seek out relationships and endeavors to work with other churches, interfaith groups and public and private organizations, as appropriate, to further our mission of invitation, welcome, fellowship in Christ, and service to our community.
- f. It shall encourage representation and congregational participation in community activities.
- g. It shall seek opportunities to provide outreach and spiritual care to those in hospitals, homes for the aged, prisons and other individual institutions.
- h. It shall be genuinely concerned for those moving into our community both permanently and/or temporarily (college students, visiting professors, etc.) and making them aware of our church.
- i. It shall maintain contact with benevolent and charitable organizations in the community, state and nation and recommend to the congregation responses to opportunities for service and/or support.
- j. It shall establish and maintain relationships between the congregation and the professional, community service, and governmental agencies within the community.

## **Community Ministry and Outreach Committee Goals (2022-2023)**

Actively seek a leadership team for this committee

Continue commitment with Manna on Meridian by incorporating more volunteers to assist with Distribution Day, by the church members donating tuna, other food items and clothing items, and then to think of creative fundraising ideas to sustain the effort. (Thanks to Kris-Tena Albers and Burt Von Hoff for directing our path and the many volunteers who assist with this effort.)

1. Bring back our Harbor Chase Assisted Living Ministry when able and seek volunteers to assist with this.
2. Continue efforts by Committee members to reach out to members to get them involved in all other Community efforts.
3. Establish a sub-committee with the task of better communicating and welcoming visitors as well as communicating with current members who are not attending regularly, or maybe have special needs or illnesses. (This effort will be coordinated with the Marketing and Fellowship Committees.)
4. Have regular meetings of all Outreach Ministry volunteers to better coordinate our local efforts and activities.
5. Monitor community and member needs and help in any way we are able. (Monetary, social services, housing, clothing, transportation, etc.)
6. Continue support and involvement with Relay for Life as well as other charities in Tallahassee.
7. Continue small gifts for first-time visitors (coffee mug filled with items.)
8. Continue regular Blood Drives.
9. Continue Christmas Connection and increase to 2 families for next year.
10. Assist with the former Lutheran Social Services car seat ministry.
11. Seek other Community agencies in need and lend assistance as needed.
12. Continue contacting non-attenders, ill, or injured members.
13. Do the "Invite Your One" Initiative to bring the Community into our church and to promote our new Contemporary Ministry
14. Develop permanent name tags for all members and special tags for visitors to be worn each week.
15. Assist the Worship and Music Committee and Marketing Committees in promoting our new Contemporary Service and On-line options.

## **Stewardship and Finance Committee Goals as established by the Constitution**

### **POSITION OPEN**

Members: Don Blancett, Daryl Barowicz, Jim Akin, Peggy Stevens,  
and the Financial Review team of David Grant, Bob Holmden, Dean Gatzlaff

- a. It shall be responsible for stewardship education within the congregation, consistent with Scriptural principles of stewardship.
- b. It shall maintain a program to discover and enlist for the ministry the talents God has given members, old, and new, young people and adults.

- c. It shall be responsible for maintenance of a congregational talent file at all times, and provide for the immediate recording of the talents and abilities of incoming members.
- d. It shall conduct an intensive program annually to confront every member personally with basic Biblical stewardship principles and practices.
- e. It shall annually give every member an opportunity to make a commitment of their treasure, time and talent for ministry through the congregation.
- f. It shall prepare a proposed annual budget and present it to the Congregation Council.
- g. It shall suggest the control of expenditures, supervise the handling and banking of funds, and see that bills are properly and promptly paid.

### **Stewardship and Finance Current Committee Goals (2022-2023)**

- 1. Continually monitor the financial health of the congregation.
- 2. Notify the congregation in a timely matter all matters pertaining to the budget.
- 3. Continue to conduct committee meetings on a regular basis.
- 4. Work closely with Church Council Treasurer, Financial Secretary and Administrative Assistant and assist when needed.
- 5. Assist the Financial Review Committee to review the church finances on a bi-annual basis.
- 6. Research bank draft donation possibilities.
- 7. Solicit more volunteers to serve as counters.
- 8. Establish a Stewardship Campaign each Fall and update the Congregation continually about their stewardship responsibilities.
- 9. Assess the Time and Talent process to see if there is a better way to secure volunteers.
- 10. Provide end-of-the-year giving statements to all members who have made donations to the church

### **Fellowship Committee Goals as established by the Constitution**

#### **Mary Grant, Chair**

Members: Buddy Dewar, Adele Dewar, Sharon Piepmeier, Peggy Schneider, Nick Gandy

- a. It shall plan, supervise, and implement gatherings of the congregation from time to time through the year which will help strengthen the fellowship between congregation members spiritually and socially.
- b. It shall maintain close contact with other Committees, both suggesting to them ways of furthering the work of their committees through fellowship and drawing from them requests and suggestions for fellowship activities.
- c. It shall provide a general atmosphere of friendliness among the members on a smaller scale by suggesting to groups, classes, and others, ways of bringing their members into meaningful personal relationships.
- d. It shall provide for the integration of new members and their families into the congregation through periodic fellowship night, dinners, rallies, and the like in conjunction with the Community Ministry Committee.

### **Fellowship Committee Goals (2022-2023)**

1. Cooperate with all other committees in assisting with church events and hosting others.
2. Continue the ministries of Quilt and Craft Days, Men's Ministry and Women's Ministry
3. Continue the ministry of Fellowship Hour and encourage all to participate and organize the special ministries of holiday celebration dinners and events
4. Establish a New Member Committee or group whose purpose is to help visitors become acclimated with the church and hopefully lead them towards membership. New members will have their picture taken and short bio displayed so current members will be able to identify and greet them (working with the Community Ministry and Marketing Committees.)
5. To increase membership of the Fellowship Committee

### **Property Committee Goals as established by the Constitution, *Elisa Casey, Chair***

Members: Frank Piepmeier, Bob Becker, Men's Ministry, Peggy Stevens, Mike Kosturko, David Brown, Don Blancett, Paul Schneider, Joy Becker, Randi Buehner, Pastor Jenn

- a. It shall be responsible for the care, management, and maintenance of the real and personal property of the congregation and shall keep the same in good repair.
- b. It shall examine the needs of the congregation for additional facilities.
- c. It shall make an annual inspection of church properties and equipment.
- d. It shall conduct an annual inventory of all church properties, equipment, and supplies, including acquisition date and approximate value of each item.
- e. It shall make and issue keys for church property and keep and review annually a list of the keys issued.
- f. It shall annually review insurance coverage for church property and equipment and negotiate insurance contracts.
- g. It shall enlist work crews for special repair, improvement, cleaning, painting, decorating, landscaping and other projects.

### **Property Committee Goals (2022 – 2023)**

1. Manage the church outdoor property, parking lots and building
2. Coordinate repairs and maintenance of all facilities
3. Manage the Property Budget within the parameters of the Church Council appropriations
4. Prepare and clean-up the building and grounds before and after storms and when needed
5. Monitor the storm water drain, easements and all regulations related to Canopy Roads
6. Regularly inspect all grounds, trees and facilities relating to safety
7. Continue working on all suggestions from the Safety Evaluation included in the Strategic Plan
8. Update church Safety Plan as needed
9. Coordinate maintenance and inspection of Fire Sprinklers, Fire Security System
10. Coordinate maintenance and inspection of HVAC System

11. Coordinate Pest Control services
12. Coordinate Lawn Care Maintenance and Bush-hogging of woods
13. Coordinate back-flow testing
14. Encourage all Congregation members to communicate property issues when found immediately to the Property Chair.
15. Identify options for maintaining the open area next to holding pond

(\*MM=Men's Ministry)

**Marketing, Advertising, and Information Committee Goals as established by the Constitution**  
**Chair OPEN**

Members: Leslie Heffner, Nick Gandy, Mary Grant

- a. It shall maintain and regularly update the church webpage and social media sights.
- b. At the direction of the pastor or the congregational council, it shall place ads in local Publications for general church promotions, special events, and other activities relevant or of interest to the larger community.
- c. It shall promote and advertise church worship services.
- d. When requested by staff or committees, it shall promote special church activities and events.
- e. It shall prepare and produce the monthly church newsletter, "GraceNotes".

**Marketing, Advertising, and Information Committee Goals (2022-2023)**

1. To promote the mission of Grace Lutheran Church in our community through advertising, social media and internal promotion (s).
2. Assist all committees with promotion of all church activities and events.
3. In conjunction with the Worship and Music Committee, determine an effective advertising run to promote the new Contemporary Service, Church Small groups, Christmas Eve and Easter season services.
4. Create a long-range Marketing Plan for the Church.
5. Develop and implement a more energetic social media plan to cross-promote services and events to members and potential new community members.
6. Continue to work with the Community Ministry Committee to design and obtain promotional items for church members and visitors.
7. Advertise through billboard, newspaper and social media the full re-opening of Grace following the Coronavirus

## **Youth Committee Goals as established by the Constitution**

### **Chair: OPEN**

1. It shall involve the young people of the congregation in the work of Christ, provide for their spiritual growth and nurture, and promote genuine Christian fellowship for the young people of the congregation.
2. It shall promote attendance and involvement of the congregation's youth at all youth activities in the Conference and Synod.
3. It shall provide for the continuing spiritual growth of the young people of the congregation through Bible study, prayer, and Christian service.
4. It shall plan and carry out a year-round program for the young people of the congregation.
5. It shall plan and conduct at least once a year a worship service using the talents of the youth of the congregation and their friends.
6. It shall plan a special event to honor the newly confirmed young people of the congregation.

### **Youth Committee:**

Youth is at a good time for new direction and focus. In doing research about what other churches have done, Joy Becker suggested making this the “Grace Student Ministry”. This would involve all school aged students. Each age group would have a different name, so pride can be established at each group level and they would look forward to moving through the groups. For instance, high school ages could be called “Luther League”, as it has historically been called. And College Ministries was also discussed.

So, as you can see, we just need a lot of thinking and creativity in this area, and then promotion would be hugely important.

### **Volunteer and Nominations Needed for the following positions:**

#### **Committee Positions:**

##### **- Stewardship**

- Marketing, Advertising, and Information Committee.

- Treasurer

- Community Ministry and Outreach Committee.

- Education Committee.

- Youth Committee.

**Appendix A**

**Treasurer's Report Summary**

**Fiscal Year To Date 2021/2022**

**FISCAL YEAR JUNE 1, 2021 - MAY 31, 2022**  
**G/F Spending Plan for FYE May 2022: \$295,100 / 52 wks in FY = \$5,675 Avg Needed Per Week**

Date	Total Offering	Special Code Contributions	General Fund	Sunday School Total	YTD General Fund	G/Fund weekly avg by month	Rolling wkly Avg	YTD amount needed based on YTD Months	YTD amount needed based on YTD Weeks	Weeks this Month	YTD Weeks
June 2021	\$ 22,481	\$ 3,590	\$ 18,891	-	\$ 18,891	\$ 4,723	\$ 4,723	\$ 24,592	\$ 22,700	4	4
July 2021	\$ 22,049	\$ 4,895	\$ 17,154	-	\$ 36,046	\$ 4,289	\$ 4,506	\$ 49,183	\$ 45,400	4	8
August 2021	\$ 26,414	\$ 3,151	\$ 23,263	-	\$ 59,309	\$ 4,653	\$ 4,562	\$ 73,775	\$ 73,775	5	13
Sep 2021	\$ 58,645	\$ 3,620	\$ 55,025	-	\$ 114,334	\$ 13,756	\$ 6,726	\$ 98,367	\$ 96,475	4	17
Oct 2021	\$ 27,295	\$ 812	\$ 26,483	-	\$ 140,817	\$ 5,297	\$ 6,401	\$ 122,958	\$ 124,850	5	22
Nov 2021	\$ 17,529	\$ 3,476	\$ 14,053	-	\$ 154,870	\$ 3,513	\$ 5,957	\$ 147,550	\$ 147,550	4	26
Dec 2021	\$ 30,242	\$ 8,426	\$ 21,816	-	\$ 176,686	\$ 5,454	\$ 5,890	\$ 172,142	\$ 170,250	4	30
Jan 2022	\$ 29,754	\$ 4,660	\$ 25,094	-	\$ 201,780	\$ 5,019	\$ 5,765	\$ 196,733	\$ 198,625	5	35
Feb 2022	\$ 13,500	\$ 350	\$ 13,150	-	\$ 214,930	\$ 3,288	\$ 5,511	\$ 221,325	\$ 221,325	4	39
March 2022											
6-Mar-22											
13-Mar-22	\$ 8,782	\$ 747	\$ 8,035								
20-Mar-22											
27-Mar-22	\$ 11,839	\$ 710	\$ 11,129								
<b>TOTAL</b>	<b>\$ 20,621</b>	<b>\$ 1,457</b>	<b>\$ 19,164</b>		<b>- \$ 234,094</b>	<b>\$ 4,791</b>	<b>\$ 5,444</b>	<b>\$ 245,917</b>	<b>\$ 244,025</b>	<b>4</b>	<b>43</b>

**Fiscal Year June 1, 2021 thru May 31, 2022**  
**General Fund by Month**

	2016-17	2017-18	2018-19	2019-2020	2020-2021	5 yr Avg	2021-2022	Dif from 2021	Dif from Prev Mth	Dif from 5 yr Avg
June	23,314	22,348	22,373	23,678	25,565	23,456	18,891	(5,565)	(6,565)	(4,565)
July	28,889	26,732	25,264	21,765	23,903	25,310	17,154	(8,156)	(1,642)	(6,514)
August	20,635	22,422	22,166	17,830	26,924	21,895	23,263	1,368	6,108	1,268
September	30,133	22,463	29,579	29,297	23,227	26,940	55,025	31,799	31,762	28,086
October	29,158	27,823	23,574	22,401	21,244	24,840	26,483	5,240	2,643	1,643
November	21,553	22,696	22,877	33,437	28,052	25,723	14,053	(11,670)	(11,670)	(9,147)
December	34,096	39,431	44,705	33,970	17,761	33,993	21,816	(12,177)	4,055	7,763
January	41,682	22,107	22,398	20,843	24,717	26,349	25,094	(1,255)	377	3,279
February	26,828	25,895	22,344	19,940	14,492	21,900	13,150	(8,750)	(1,900)	(6,850)
March	24,973	23,998	32,012	25,033	24,278	26,059	19,164	(6,895)	6,014	(8,045)
April	30,254	32,339	25,202	29,429	20,102	27,465				
May	22,589	22,304	24,610	25,559	22,134	23,439				
<b>YTD</b>	<b>334,102</b>	<b>310,559</b>	<b>317,103</b>	<b>303,180</b>	<b>272,398</b>	<b>307,468</b>	<b>234,094</b>	<b>3,932</b>		<b>(73,374)</b>

GRACE LUTHERAN CHURCH

PROPOSED SPENDING PLAN  
FOR  
FISCAL YEAR 2022 – 2023

**Appendix B  
Summary**

THE TOTAL FOR THE GENERAL FUND SPENDING PLAN REMAINS THE SAME AS THE LAST SEVERAL YEARS - \$295,100.

IN ORDER TO MAINTAIN THAT LEVEL OF FUNDING, SOME ITEMS WERE REDUCED AND OTHERS WERE INCREASED. THESE CHANGES WERE MADE BASED ON A REVIEW OF CURRENT YEAR ACTUAL EXPENDITURES AND COUNCIL DECISIONS. THE MAJORITY OF SPECIFIC LINE ITEMS REMAIN THE SAME AS THE CURRENT YEAR.

THE \$295,100 SPENDING PLAN FOR FY 2022 – 2023 INCLUDES THE FOLLOWING ADJUSTMENTS:

- 3% INCREASE IN BASELINE COMPENSATION FOR PASTOR
- \$1,500 INCREASE IN PASTOR'S BENEFITS PACKAGE
- \$150 INCREASE IN FICA OFFSET
- \$1,000 INCREASE IN SUPPLY/SUBSTITUTE PASTOR LINE
  - PROVIDES 6 VACATION SUNDAYS AND 2 SICK LEAVE SUNDAYS
- 3% BONUS FOR STAFF
- \$275 INCREASE IN SUBSTITUTE MUSICIANS TO COVER CONTRACTED VACATION DAYS
- \$68 INCREASE IN PAYROLL COMPANY FEES
- \$75 INCREASE IN DUES AND SUBSCRIPTIONS
- \$250 INCREASE IN FAMILY DEVOTIONALS/WORSHIP MATERIALS
- \$287 INCREASE IN MUSIC COPYRIGHT LICENSES
- \$450 DECREASE IN MARKETING, ADVERTISING AND INFORMATION EXPENSES
- \$5,984 DECREASE IN PROPERTY EXPENSES
- \$250 DECREASE IN COUNCIL DISCRETIONARY EXPENSES

**GRACE LUTHERAN CHURCH**  
**PROPOSED SPENDING PLAN FOR FY 2022 - 2023**  
**GENERAL FUNDS AND SPECIAL ACCOUNTS**  
**SUMMARY**

<i>PROPOSED 5/1/2022</i>		WILL BE UPDATED WITH	
<i>ADOPTED</i>		MOST CURRENT INFO	
1 ACCOUNT BALANCES		As of Jun 1, 2021	As of Mar 31, 2022
2	Bank of America - Checking <i>(Includes Pass-Through Funds)</i>	\$37,060	\$62,956
3	Bank of America - Savings <i>(Includes Designated Funds and Memorials)</i>	\$228,140	\$228,223
4	<b>TOTAL</b>	<b>\$265,200</b>	<b>\$291,179</b>
6	Less Special Accounts Liabilities	(\$20,460)	(\$24,706)
8	Less Estimated Hurrican Deductible Liability	(\$63,566)	(\$63,566)
9	<b>TOTAL AVAILABLE FUNDS</b>	<b>\$181,174</b>	<b>\$202,907</b>

12 OTHER ASSETS		CURRENT ASSESSED VALUE	CURRENT POTENTIAL MARKET VALUE
13	Property 2919 Miccosukee Road		
14	Leon County Property Appraisal Value 2021	\$1,823,196	
15	GuideOne Insurance - Insured Value		\$3,178,300
16	Property Corner of Centerville Road and Anhinga Farms Road		
17	Leon County Property Appraisal Value 2021	\$104,130	\$250,000
18	Comparable Sales Last 18 months - average \$29,000 per acre		

**2022 -2023 Spending Plan Proposals**

21 GENERAL FUND (GF)		2021- 2022 Spending Plan Realigned 7/1/2021	2021 - 2022 Projected YTD Contributions as of May 31, 2022	2022 - 2023 Anticipated Income
22	Contributions/Income			
23				
24	4100 General Fund Offerings/Income	\$295,100	\$281,293	\$295,100

		2021- 2022 Spending Plan Realigned 7/1/2021	2021 - 2022 Projected YTD Expenditures as of May 31, 2022	2022- 2023 Proposed Spending Plan
28	<b>Expenditures</b>			
29	5000 Florida-Bahamas Synod Mission Support	\$29,510	\$28,761	\$29,510
30	5150 Ministry Related	\$93,747	\$91,283	\$97,214
31	5170 Staff Related	\$78,581	\$76,099	\$81,118
32	5200 Administration	\$15,191	\$10,216	\$15,871
33	5300 Education Committee	<i>See Special Accounts Designated Funds Spending Plan Below</i>		
34	5400 Community Ministry and Outreach	\$6,400	\$6,000	\$6,400
35	5420 Marketing, Advertising and Information	\$4,600	\$450	\$4,150
36	5430 Fellowship	<i>See Special Accounts Designated Funds Spending Plan Below</i>		
37	5440 Stewardship and Finance	\$375	\$267	\$375
38	5500 Property	\$66,196	\$58,797	\$60,212
39	5600 Worship and Music	<i>See Special Accounts Designated Funds Spending Plan Below</i>		
40	5700 Youth	<i>See Special Accounts Designated Funds Spending Plan Below</i>		
41	5900 Miscellaneous	\$500	\$0	\$250
42	<b>Total General Fund Expenditures</b>	<b>\$295,100</b>	<b>\$271,873</b>	<b>\$295,100</b>
43				
44	<b>General Fund Spending Plan/Expenditures (Over)/Under General Fund Income/Offer</b>	<b>\$0</b>	<b>\$9,420</b>	<b>\$0</b>

47 **SPECIAL ACCOUNTS - Designated Funds**

		2021 - 2022 Account Balance on June 1, 2021	2021 - 2022 Projected YTD Expenditures as of May 31, 2022	2021 - 2022 Projected Account Balance May 31, 2022	2022 - 2023 Proposed Spending Plan
48	20700 Designated Funds (DF)				
49	20701 Family In Need	\$497	\$9,901	\$1,472	\$1,472
50	20704 Fellowship Committee	\$2,224	\$1,405	\$1,400	\$1,400
52	20708 Youth Committee	\$10,573	\$0	\$10,736	\$5,100
53	20711 Quilters	\$532	\$0	\$532	\$532
54	20713 Education Committee	\$2,518	\$0	\$2,518	\$2,450
55	20721 Worship and Music Committee	\$3,184	\$9,628	\$5,800	\$5,600
56					
58	<b>Total Special Accounts</b>	<b>\$19,528</b>	<b>\$20,934</b>	<b>\$22,458</b>	<b>\$16,554</b>

## Appendix C

### Council recommendation for New Position of Church Liaison for one Year

#### A Proposal to the Council and Congregation of Grace Lutheran Church

**Request:** Appoint a Committee Liaison (CL). The purpose of the CL is to serve as a liaison between the Congregation Council and the committees.

**Authority:** *The Congregation Council shall have general oversight of the life and activities of this congregation (C12.04)...., and Procure necessary staff (C12.04.01(a))....*

**Constitution:** The Congregation Council needs to set aside the section of the Constitution that details Council voting:

*The voting membership of the Congregation Council shall consist of the pastor(s), ... the officers of this congregation, and the committee chairpersons (C12.01).*

An asterisk (\*) precedes those sections of the Constitution that the Synod requires. Section C12.01 of the Constitution is an operational section only for Grace Lutheran Church. It is not preceded by an asterisk. Therefore, the Congregation may amend or set aside this section without violating Synod requirements or the provisions of the Constitution. The Council asks the congregation to approve the set aside for one (1) year beginning June 1, 2022.

**Background:** The Strategic Planning Committee first discussed the Committee Liaison position in 2017. The Committee detailed the establishment of the position in Objective Action Plan #4: *Establish a Committee Coordinator*. The Council tabled establishing the position due to other priorities. The Committee brought the request to establish a CL position to the Congregation Council again in October 2017. Unfortunately, the Council did not support the request because all the officer and committee chair positions were full, and the Council did not see the need to add an additional staff member.

**Current Conditions:** The congregation has come to a point in the life of Grace Lutheran Church where fewer people are interested in serving on committees and even fewer are willing to serve as committee chairs. The reasons are varied, and the Council should discuss them at a future Council meeting. The list below shows that three Committee Chairs are currently vacant, two others already have expired, and three others will expire on May 31, 2022.

#### **Scope:**

**One-Year Trial Run:** The Committee Liaison (CL) would serve as liaison between the various committees and the Congregation Council for a period of one (1) year. Committees would continue to meet and program activities. The CL would attend the committee meetings and report activities to the council. Committee Chairs would not need to attend council meetings, nor would they have a vote on the Council for the trial period. Following the one-year trial period, if successful, the CL would be added to the constitution and become a voting council member. As always, any congregational member would be welcome at a council meeting and could speak to any agenda item.

**Effect:** The CL only reports on committee activity. The CL would not replace committee chairs. Committee Chairs would still be needed to set the meeting agenda and conduct programming. Committee Chairs would also retain the authority to sign reimbursement vouchers. The council would remain in control of programming and budgeted funds as permitted by the constitution.

The constitution authorizes committees to program and expend funds in the fulfillment of their duties. The CL would not have the authority to approve funds or direct programming. Programs or expenditures outside of the committee's purview would need to be brought to the council for review and action. If funding for activities outside of the committee's constitutional mandate, the committee would need to select a member from among their ranks to bring the issue to the council.