



May 19, 2024

12:00 PM

Grace Lutheran Church

**Annual Spring Congregational
Meeting**

**Committee Goals, Reports &
Budget**

2024-2025

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**GRACE LUTHERAN CHURCH
ANNUAL SPRING CONGREGATION MEETING
MAY 19, 2024 12:00 PM Church Sanctuary**

AGENDA

- 1. Call to Order—Sharon Piepmeier President**
- 2. Opening Prayer—Pastor Jennifer Kopacz**
- 3. Determine Quorum—Don Blancett, Vice President**
- 4. Approval of November 2023 Congregation Meeting Minutes**

New Business

- **Property Sale Proposal Summary and comments, See Appendix B**
- **New Budget Proposal Summary and comments, See Appendix B**
- **Approval of 2024/2025 Budget**
- **Approval and Installation of New Council Officers**

| | |
|---|----------------------|
| President: | Randi Buehner |
| Vice President: | Teresa Wooten |
| Worship and Music: | Karen Bradley |
| Community Ministry & Outreach: | Nick Gandy |

Committee Goals for 2024/2025 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. **Stewardship and Finance Committee**
- h. **Youth Committee**
- i. **Marketing, Advertising and Communications Committee**

- 5. Next Town Hall and Congregation Meeting: TBD**
- 6. Adjournment**
- 7. Lord's Prayer**

NOTES:

GRACE LUTHERAN CHURCH
FALL CONGREGATIONAL MEETING NOVEMBER 12, 2023

Council members present: Pastor Jenn Kopacz, Sharon Piepmeier, Peggy Stevens, Dave Grant, Mary Grant, Janet McPherson

Sharon called the meeting to order @ 12:12 P.M.

Pastor Jenn led the opening prayer.

Quorum: there were 27 members in attendance. However, a quorum for this meeting is not necessary.

Approval of May Congregational meeting minutes: Tom Miller made a motion to approve. Jarret Oeltjen seconded and it passed unanimously.

Membership, attendance, and giving data: Report was submitted by Dave Grant, Financial Secretary, for attendance from June-October 2023, for both in-person and online.

Pastor Jenn presented an updated report, which includes serving on the Board of LSSNF/KidSafe, and Conference Dean.

Worship & Music Committee update: Jackson Englund will be leaving at the end of the year. His replacement has been hired. The bell choir has some new members. Also, new sound system microphones have been purchased.

Committee updates:

Community ministry has a handout listing opportunities to help.

New Council President, Vice President, and Treasurer will be needed for 2023-24 FY, which begins June 1.

Property Committee: Some of the chairs were discarded, and some donated to a local charity (ECHO) who can use them for needy families. The remaining chairs have all been cleaned. There was a question regarding turning on the water fountains near the Fellowship Hall, which were turned off at the beginning of the COVID pandemic. It is safe to turn them back on. Peggy Stevens has taken care of arranging for the pond to be cleaned.

Fellowship Committee updates: Mary Grant reviewed some upcoming events. Jean Jacobs' home is open for Thanksgiving if anyone would like to attend. There will not be a Thanksgiving day Service this year. Also, some additional volunteers are needed for fellowship hour between the two services. Mary and Sharon Piepmeier (who will be moving soon from the area) have been doing most of coverage for.

Several Committees still do not have a chair person.

Centerville Road Property sale committee: Gary Rusinko reported the committee is still exploring options for supporting causes supported by Grace. The plan is not to disburse all of the funds and to invest funds wisely.

Treasurer's Report: Peggy reported that the goal is to fund the FY from current year's receipts. The spending plan for this FY (\$295,100) is the same as last year's spending plan. There was a surplus at the end of last FY. The balance of the Savings account is \$228,300.

The Council will probably be addressing the issue of donations given for a specific purpose, and whether they should be included as General fund donations, in the event they are not needed for their stated purpose. There was a question about whether this change would require a vote by the Congregation. Peggy thought it probably would. Peggy also asked for recommendations for a new Treasurer. She has served for six years as Treasurer. Experience with Quick Books is helpful.

Next town hall meeting: to be determined (possible in May).

Gerald Kurtz made a motion to adjourn the meeting, seconded by Tom Allen. The meeting was adjourned @ 12:50 P.M.

Respectfully submitted,
Janet McPherson, Secretary

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.

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

The Congregational Council consists of the Executive Committee & Committee Chairs

Executive Committee:

Sharon Piepmeier, President (Term ends Spring 2024)

Don Blancett, Vice President (Term ends, Spring 2024)

Janet McPherson, Secretary (2nd Term ending Spring 2025)

Peggy Stevens, Treasurer (Term to continue until approval & installation of successor)

David Grant, Financial Secretary (2nd Term, ending Spring 2025)

Jennifer Kopacz, Pastor

Committee Chairs:

Mary Grant, Fellowship (Term to continue until approval and installation of successor).

Elisa Casey, Property

Randi Buehner, Worship & Music

Proposed for Vote Today:

President: Randi Buehner

Vice President: Teresa Wooten

Worship and Music; Karen Bradley

Community Ministry & Outreach: Nick Gandy

Volunteers & Nominations needed for the following:

Executive Committee Positions: Treasurer

Committee Chair Positions: Stewardship; Marketing and Advertising; Education; Youth.

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 2023-2024
2. Be fiscally responsible with the church funds.
3. Work with Council Members and Committee Chairs. 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 Report

Constitution Duties and Responsibilities: The Pastor (C9.03)

Consistent with the faith and practice of the Evangelical Lutheran Church in America,

Every ordained minister shall: preach the word; administer the sacraments; conduct public worship; provide pastoral care; and speak publicly to the world in solidarity with the poor and oppressed, calling for justice, and proclaiming God's love for the world.

Each ordained minister with a congregational call shall, within the congregation: offer instruction; confirm; marry; visit the sick and distressed; bury the dead; supervise all schools and organizations of this congregation; install regularly elected members of the Congregational Council; and with the council, administer discipline.

Every pastor shall: strive to extend the Kingdom of God in the community, in the nation, and abroad; seek out and encourage qualified persons to prepare for the ministry of the Gospel; impart knowledge of this church and its wider ministry through distribution of its periodicals and other publications; and endeavor to increase the support given by the congregation to the work of the churchwide organization of the Evangelical Lutheran Church in America (ELCA) and the Florida – Bahamas Synod of the ELCA.

Goals of the Pastor (FY 2024 - 2025)

- 1) Continue to preside at weekly and special worship services, preach the word of God and administer the sacraments (Baptism and Holy Communion);
- 2) Provide pastoral care through visitation, outreach, and attending the ministries of daily life, such as marriage (and pre-wedding preparation), confirmation, funerals and memorials.
- 3) Provide opportunities for Christian Education to all members of this congregation and to any and all others interested in participation.
- 4) Work within this community, this state, this Synod, and the ELCA on behalf of the poor and oppressed, to call for justice and to proclaim God's love to and for all.
- 5) Continue to work with the Congregational Council to do the business of this church, in the name of, and according to the will of God.
- 6) Prayerfully seek out, identify and lift up gifted leaders for this congregation, and for the church at large.
- 7) Share with this congregation, and with the community, the mission and goals of the ELCA, this Synod, and this congregation.
- 8) Work with our Congregational Council and with the Stewardship Committee, to increase giving of time, treasure and talent, to Grace, to the ELCA, and to the Church of Christ, for the sake of the world.

Worship and Music Committee Goals as established by the Constitution:

- a. 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.
- b. It shall provide for person or persons to care for the altar and its furnishings, Communion ware, and candles.
- c. It shall provide for such choral groups as may be useful in this Church's program and secure directors for the same.
- d. It shall be responsible for the provision of pianists and organists.
- e. It shall be responsible for the care of all musical instruments owned by this congregation.
- f. It shall be responsible for the provision and care of choir robes and music, and their proper storage.
- g. It shall provide, maintain, and staff a nursery for preschool children during worship services as required.

Worship and Music Current Goals (2024 – 2025)

Chair: Karen Bradley (Proposed)

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

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. "Fine tune" the streaming quality with proper mic systems for live music.
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 while maintaining the "children's space" in sanctuary with "Christ Centered" educational/craft materials.
11. Continue to provide support to the other committees whenever is necessary.
12. Provide hosts/representatives from Grace for building use of community organizations as we are able.

13. Continue to support and provide space with volunteers from the congregation as hosts for groups interested in holding concerts, recitals and other musical events at Grace.

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

1. 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.
2. 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.
3. Follow up with visitors to our congregation via mail, phone or email, and report any questions or concerns to the Pastor or Council President.
4. 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.
5. Seek out relationships and 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.
6. Encourage representation and congregational participation in community activities.
7. Seek opportunities to provide outreach and spiritual care to those in hospitals, assisted living facilities and nursing homes, prisons and other individual institutions.
8. 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.
9. Establish and maintain relationships between the congregation and professional, community service, and governmental agencies within the community.

Community Ministry and Outreach Committee Goals (2024 – 2025)

Chair: Nick Gandy (Proposed)

Members: Pricilla Heidorn, Nick Gandy, Teresa Wooten, Daryl Barowicz, Kris-Tena Albers

1. 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.
2. Invite members of Grace to participate and take roles in congregational and community ministry.
3. See that visitors to Grace services are welcomed and contacted.
4. Welcome and orient new members into our congregation.
5. Serve the community through community services and ministries.
 - a. Currently:
 - Manna on Meridian
 - Relay for Life
 - Christmas Connection
 - KidSafe - Lutheran Social Services of North Florida
 - International Rescue Committee (IRC) project (under-consideration)
6. Review the need for outreach and spiritual care for members who are homebound or in hospitals, nursing homes, or other care facilities.
7. Look into initiating activity to bring retired members together to engage in CMO activity.

Stewardship and Finance Committee Goals as established by the Constitution.

- a. Responsible for stewardship education within the congregation, consistent with Scriptural principles of stewardship.
- b. Maintain a program to discover and enlist for the ministry the talents God has given members, old, and new, young people, and adults.
- c. Maintenance of a congregational talent file at all times and provide for the immediate recording of the talents and abilities of incoming members.
- d. Provide and encourage every member the opportunity to make a commitment of their treasure, time and talent for ministry through the congregation.
- e. Prepare a proposed annual budget and present it to the Congregation Council.
- f. Control of expenditures, supervise the banking of funds, and confirm that bills are properly and promptly paid.

Stewardship and Finance Current Committee Goals (2024 – 2025)

Chair: NEEDED.

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

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. Solicit more volunteers to serve as counters.
7. Establish a Stewardship Campaign each Fall and update the Congregation continually about their stewardship responsibilities.
8. Assess the Time and Talent process, Train and encourage volunteer participation on committees.
9. 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

- a. Plan, supervise, and implement gatherings of the congregation from time to time through the year to strengthen the fellowship between congregation members spiritually and socially.
- b. 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. 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. Welcome and integrate 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 (2024 – 2025)

Chair: Mary Grant

Members: Buddy Dewar, Damian and Debbie Kojis, Jan Peterson

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.
6. Continue fellowship activities such as Mardi Gras and Chili Cookoff. Add new activities such as Movie Night, lunch outings, and tailgating before football games,

Property Committee Goals as established by the Constitution,

- a. 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. Determine the needs of the congregation for additional facilities.
- c. It Perform annual inspection of church properties and equipment.
- d. Keep an annual inventory of all church properties, equipment, and supplies, including acquisition date and approximate value of each item.
- e. Make and issue keys for church property and keep and review annually a list of the keys issued.
- f. Review insurance coverage for church property and equipment and negotiate insurance contracts.
- g. Enlist work crews for special repair, improvement, cleaning, painting, decorating, landscaping and other projects.

Property Committee Goals (2024 – 2025)

Chair: Elisa Casey

Members: Men's Ministry, Peggy Stevens, Mike Kosturko, David Brown, Don Blancett, Paul Schneider, Pastor Jenn

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 the holding pond.

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

- a. Maintain and regularly update the church webpage and social media
- 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. Promote and advertise church worship services.
- d. Promote special church activities and events.
- e. Prepare and update monthly church newsletter, "Grace Notes".

Marketing, Advertising, and Information Committee Goals (2024 – 2025)

Chair: NEEDED

Members: Leslie Heffner, Nick Gandy, Mary Grant

1. Promote the mission of Grace Lutheran Church in our community through advertising, social media and internal promotion (s).
2. Assist 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.

Youth Committee Goals as established by the Constitution

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

Youth Committee Goals (2024 – 2025)

Chair: NEEDED

Youth needs a new direction and focus, as well as creative thinking. The idea of a "Grace Student Ministry" has been introduced in the past. New families with children are attending Grace on a regular basis. We need to begin working with these families now. The Council has also suggested:

- a. blending a youth program with other Churches in the area.
- b. Activities directed at Youth interests that might attract families to the Church.
- c. Community Fund Raisers for Causes that interest Youth and promote involvement with Grace and the Community.

Appendix A Property Sale Recommendation Summary

CENTERVILLE LAND FUNDING COMMITTEE’S PROCESS AND RECOMMENDATIONS

APPROVED BY COMMITTEE ON: February 1, 2024

MEMBERS: Kris-Tena Albers (Chair), Dean Gatzlaff (Scribe), Lori Kietzer, Kevin Lundgren (joined in December) Jim Nelsen, Jarret Oeltjen, George Ohlin, Gary Rusinko, and Paul Schneider.

HISTORY:

The Centerville Road land was sold in July of 2023 for \$240,000 and, after expenses, the church realized \$226,223.50 from the sale. As announced in previous church services, the church council determined it was best to form a “Land Funding Committee” to suggest how the funds might be utilized in the coming year(s). The council further determined that following the committee’s deliberations, the committee will submit their recommendations to the council for review and approval. Once approved, the recommendations will be reported to the congregation.

General Information:

- The Council provided general guidelines to the Committee on October 1, 2023.
 - The guidelines were acknowledged and referred to during meetings.
- The first meeting was held October 1, 2023, and the Committee decided to meet every two weeks from 10 a.m. to 11 a.m. at the church, room 106.
- Dean Gatzlaff volunteered to be the scribe for the meetings.
- Kris-Tena Albers was recommended/nominated by Jim Nelsen to be Chair, other members agreed. Kris accepted after clarifying the responsibilities.
- The Committee asked the congregation to submit recommendation(s) for how the funds might be utilized. An email was sent on October 2, 2023, to the congregation and recommendations were to be submitted by October 22.

COMMITTEE’S RECOMMENDED ALLOCATION

| Amount | % | |
|------------|------|--|
| 228,223.50 | | Amount available is net sale amount + realtor gift, 226,223.50 + \$2,000 (see I below) |
| 22,822.35 | 10% | Amount allocated to Synod (see II below) |
| 205,401.15 | | Remaining amount after Synod allocation |
| 79,878.23 | 35% | Amount allocated to GLC needs (see III below) |
| 125,522.93 | 55% | Amount allocated to benevolence (see IV below) |
| | 100% | |

COMMITTEE'S EXPENDITURE RECOMMENDATIONS

- I. Move the funds received from the sale of the Centerville land (\$226,223.50) and the realtor gift (\$2,000) to an interest-bearing account. (Total Received: \$228,223.50) **The committee determined this was top priority.**
- II. Florida-Bahamas ELCA Synod (<https://fbsynod.com/>) Support:
 - a. Allocate 10% of total received (\$22,822.35) and distribute as follows:
 - i. \$5,000 to Palms Deaf Church (PDC) located in Ocala, Florida which is dedicated to serving the deaf community. Per their website, 98% of the Deaf are unchurched. PDC was established in 2021 with the FL-Bahamans Synod. See additional handout. (www.palmsdeaf.org/worship/)
 - ii. Allocate \$10,000 to Luther Springs Camp and Conference Center, 264 Vause Lake Road, Hawthorne, FL 32640 (donating these funds is to assist in the purchase of a golf cart as a need indicated on their website; however, if they identify a greater need to please use the funds towards their greater need(s))
 - iii. \$7,822.35 to the FL-Bahamas Synod's disaster response fund is the recommendation. However, if the Synod has higher priority needs these funds could be distributed elsewhere.
 - b. After the Synod's gift the remaining amount to be distributed is \$205,401.15 and the committee recommends this amount be distributed as follows: Fifty-five percent (55%, \$125,522.93) be donated as benevolence and thirty-five percent (35%, \$79,878.23) be used for GLC Needs.
- III. **GLC Needs** (\$79,878.23) – it is recommended this funding is not to replace the current line item for repairs in the yearly GLC budget / spending plan.
 - a. **Exterior stairs** to be repaired / replaced with fireproof (steel or aluminum) stairs. Exterior stairs repair / replacement is seen as **a priority due to safety issues**.
 - b. **Wall Outlet by Bell Tables** - Currently, there is only one functional outlet on the back wall for the bell table lights. There is quite the set-up of extension cords and power surge cords under the tables being used to plug all the lights in. There is the need to have two outlets added to the area. **A priority due to safety issues.**
 - c. **Surge Protector** to prevent the TV screens from going down in the future. **A priority due to safety issues.**
 - d. **Hire a professional facility inspector** to identify any additional safety and / or structural needs of the facility.

- e. **Music program needs:** \$10,000 to be distributed to GLC's music program for use at their discretion.
- f. **GLC's website:** Form a committee to evaluate updates or changes that are needed for GLC's website. The evaluation may include the functionality, formatting, linkage to other sites, resources, eye appeal, and its on-going maintenance. Obtain quotes from companies that have expertise in updating and maintaining the functionality of the GLC website. This recommendation was received by several congregational members.

IV. Benevolence (\$125,522.93) - benevolence funding for Manna on Meridian (MoM), Lutheran Social Services of North Florida (LSSNF) and a yearly outreach event* to be distributed from the earnings obtained from the investment of \$125,522.93. The yearly earnings will be allocated as follows:

- a. \$2,000 will be set aside for a GLC yearly outreach event.
- b. MoM will receive 60% of the remaining earnings.
- c. LSSNF will receive 40% of the remaining earnings.

NOTE: The yearly allocation to MoM and LSSNF will not replace the current contribution in GLC's yearly spending plan but instead will augment the current amount. (If the interest rate remains at the current levels ~4% to 5%, the earnings will range from \$5k to \$6k per year.)

***The purpose for the Outreach Event is as follows:** there was a congregational member recommendation that there be funds set aside for youth or a youth minister to build a youth program. The Land Funding Committee discussed the lack of youth currently attending GLC and what might be best is to conduct an outreach event to assist and attract families to GLC by creating a visible platform of GLC's contribution to the community. Example: Spend \$2,000 on frozen turkeys or hams and distribute the turkey or ham from the parking lot of GLC during Christmas or Thanksgiving. Include a holiday card with the item that includes Grace's name, address, website, phone number and an invitation to worship services.

Recommendation: Every two to three years, revisit the earnings from the interest-bearing account and determine if there is a need to modify the benevolence funding plan as outlined above.

Appendix B

Spending Plan Summary

GRACE LUTHERAN CHURCH PROPOSED SPENDING PLAN FY 2024 – 2025

The spending plan being presented for adoption is essentially a continuation plan. The majority of items are funded at the same level as the last several years with a few exceptions.

Several years ago, prior to COVID, funding for several committee areas were diverted to Special Accounts/Designated Funds due to the sums that had accumulated in those accounts. These funds are currently held in the general savings account as a liability. This proposed spending plan returns funding for those committee functions to the General Fund. Designated Funds would return to their original use as a temporary holding place for funding *special projects approved by the Council*. These funds would remain in the general savings account, but would be recategorized as General Fund and no longer be a liability against the General Fund. When needed, funds would be transferred to the checking account to cover expenses included in the spending plan. Two exceptions are the Family-in-Need and the Quilters Designated Funds. Pass-through Funds will continue to operate in their same manner. These funds are generally held in the account for less than 30 days depending upon receipt.

Specific changes to the continuation spending plan are outlined below.

- Ministry Related Expenses
 - An adjustment to base salary at the Synod recommended level of 4%.
 - An adjustment to benefits package based upon salary adjustment.
- Staff Related Expenses
 - An adjustment for Supply Pastors at the Synod per service recommendation.
 - An adjustment for the Song Leader to cover 2023-2024 increase to market level.
 - An adjustment for the Music Program Coordinator based on actual hours worked and income parity with supervised positions.
- Administration Expenses
 - Adjustments to reflect current year actual expenses.
- Education Committee Expenses
 - Return funding to General Fund; inactive for 4 years; address when activity returns
- Fellowship Committee
 - Return funding to General Fund
- Property Committee
 - Adjustment to Insurance Premium
 - Adjustment to Utilities – electric; phone/internet
- Youth Committee
 - Return funding to General Fund; inactive for 4 years; address when activity returns
- Miscellaneous Expenses
 - Discretionary funds for staff bonus; other needs

Appendix C
Proposed Budget Detail
2024-2025