

FIRST LUTHERAN CHURCH COUNCIL MEETING AGENDA

June 9th, 2020 6:00pm

Call to Order

Assembling in God's Name: Opening Prayer and Devotions

Mission Statement: As faithful disciples, we serve God and welcome all people with open hearts.

Learning Moment – Pastor Stan

Conducting the Business of the Church:

- Review and Approval of the Agenda
- Review and Approval of May 2020 Meeting Minutes
- Review and Approval of the Treasurer's Report

Pastor's Report

Committee Reports

Executive	Membership
Discipleship	Outreach
Education	Personnel
Fellowship	Property
Finance	Worship
Internship	Youth

Old Business:

- Inactive member letter – number's from Calie, 41 responses so far out of 286 letters sent out.
- The Five Dysfunctions of a Team- Missy
- Constitution update- George, Leslie
- Spending Freeze

New Business:

- Operating in Pandemic Conditions
 - Smart Team
- "Virtual coffee time idea"

**First Lutheran Church
Church Council Meeting Minutes
May 12, 2020**

Council members Present: Steve Guttormson, George Mathison, Suzanne Demuth, Jennifer Frank, Harriet Wicklund, Missy Mattson, Michael Wicklund, Abbey Kwapinski, Pr. Gretchen Enoch

Council Members Absent: Sara Koch, JoAn Whitlock, Jennifer Woore, Debbie Opatz, Leslie Flugstad

Guests Present: Calie Anderson, Paul Haarstick

President Steve Guttormson called the meeting to order at 6:00 pm. Pastor Gretchen read a devotion and led a prayer. Mission statement was read.

Presentation by Paul Haarstick, new FLC bookkeeper who shared about his background, schooling and other work interests.

Review and approval of the agenda: Motion made to approve, seconded, motion carried.

Review and approval of the April 14, 2020 meeting minutes: Motion made to approve, seconded, motion carried.

Review and approval of the April 2020 Treasurer's report: Motion made to approve, seconded, motion carried. Motion made to pay up to \$3,000 in benevolences (Calie has requests from the Salvation Army). Abbey also noted Education is not likely to use the full amount allocated for VBS since they'll be doing a virtual bible school offering this summer due to COVID-19.

Pastor's Report

- See Pastor Gretchen's report for additional summary of monthly activities
- Pastor Gretchen is getting married May 23—wedding service will be available via Zoom thanks to help from Leanne Jaenisch

Old Business

- Core Values – Motion made, seconded, carried to adopt Core Values document as presented in meeting agenda (with possibility of minor grammatical changes); discussion of using values as inspiration for monthly temple talks.
- Inactive member letter-Calie has 286 households to send to—letters are nearly ready to go out.
- Constitution Update – George has talked to Dick Felstul; they'd prefer to be able to meet in person to work on it; have until next year.
- Organizational Chart – work remains to be done.
- Five Disfunctions of a Team – PG reviewed and discussed; encouraged council members to share challenges and benefits of adapting to our current COVID situation.

New Business

- Internship committee assembled-will meet once a month with intern Lynn Melchior; PG participated in a 2-day internship facilitation training.
- Spending Freeze – Discussion to continue spending freeze with additional guidance for staff. Motion made, seconded, carried to set \$300 limit for purchases that don't require authorization from executive committee.
- Motion made, seconded, carried to approve software purchase request from Kristy Wicklund. Discussion to allow for the purchase of a computer to be used by Kristy for education purposes and to facilitate continued delivery of the worship services in online format. Paul will help guide the purchase.

Committee Reports:

- See website for complete committee reports

Adjournment: Motion made to adjourn meeting at 7:45 p.m., seconded, meeting adjourned. Spoke the Lord's Prayer together.

Respectfully submitted,
Jennifer Frank, acting for First Lutheran Church Council Secretary, Debbie Opatz

First Lutheran Church

Change in Net Assets for Period: 01/01/2020 to 05/31/2020

Fund	Starting Balance	Receipts	Disbursements	Transfers	Ending Balance
ALTAR GUILD FUND (U)	169.30	0.00	128.67	0.00	40.63
BUDGET RESERVE FUND (U)	16,594.85	0.00	29,000.00	-1,594.85	-14,000.00
BUILDING RESERVE FUND (U)	5,000.00	0.00	0.00	-5,000.00	0.00
BUW Bible Study (U)	0.00	0.00	242.60	30.00	-212.60
CHILDRENS BIBLES (U)	0.00	0.00	0.00	0.00	0.00
CHILDRENS CHOIR FUND (U)	467.00	0.00	0.00	-467.00	0.00
CHRISTCARE (U)	500.00	0.00	0.00	0.00	500.00
CLEARING ACCOUNT FUND (U)	-6,154.52	17,900.00	4,460.00	0.00	7,285.48
COOKBOOKS FUND (U)	1,265.25	0.00	0.00	0.00	1,265.25
DURNER CASH (U)	34,183.73	0.00	0.00	0.00	34,183.73
DURNER INVESTMENTS (R)	94,130.52	0.00	0.00	0.00	94,130.52
EASTER PLANTS POINSETTIAS FUND (U)	302.85	1,105.00	1,240.00	0.00	167.85
EDUCATION FUND (U)	1,653.67	766.00	125.00	467.00	2,761.67
ESCROW ACCOUNT FUND (U)	315.22	35.21	0.00	0.00	350.43
FAMILY MINISTRY FUND (U)	3,788.56	0.00	0.00	0.00	3,788.56
FELLOWSHIP FUND (U)	0.00	0.00	0.00	427.11	427.11
GENERAL FUND (U)	989.93	237,614.22	204,342.81	5,030.86	39,292.20
GOOD SAMARITAN FUND (U)	4,232.54	0.00	2,350.00	0.00	1,882.54
GRAD FLEECE QUILTS FUND (U)	157.90	0.00	179.00	0.00	-21.10
HAITI DRESSES (U)	591.13	0.00	0.00	0.00	591.13
HANDBELLS FUND (U)	2,502.45	0.00	130.19	0.00	2,372.26
HYMNAL REPLACEMENT FUND (U)	310.34	0.00	0.00	-310.34	0.00
JEAN DAHLING ESTATE FUND (U)	18,319.86	0.00	0.00	-1,682.68	16,637.18
LIBRARY FUND (U)	959.29	0.00	100.24	0.00	859.05
MDivX Stipend (U)	0.00	0.00	0.00	2,797.62	2,797.62
MEMORIAL UNDESIGNATED FUND (U)	29,099.15	0.00	0.00	0.00	29,099.15
MISSION COMM COFFEE FUND (U)	427.11	0.00	0.00	-427.11	0.00
NURSERY FUND (U)	164.59	0.00	0.00	0.00	164.59
ORGAN FUND (U)	54,275.06	4,020.00	82,388.00	262.39	-23,830.55
OWLS FUND (U)	2,809.94	3,453.30	552.06	0.00	5,711.18
PARKING LOT FUND (U)	10,703.67	1,638.00	851.25	0.00	11,490.42
PROPERTY FUND (U)	-148.33	1,254.40	0.00	0.00	1,106.07
RADIO BROADCAST FUND (U)	-6,173.26	3,320.00	1,274.00	0.00	-4,127.26
SENIOR CHOIR FUND (U)	5,309.88	0.00	0.00	0.00	5,309.88
SPECIAL FRIENDS FUND (U)	185.23	100.00	0.00	0.00	285.23
TANZANIA TRIP FUND (U)	4,934.29	0.00	0.00	163.45	5,097.74
THRIVENT CHOICE DOLLARS (U)	0.00	1,123.00	0.00	0.00	1,123.00
Thrivent Interest (U)	6.79	0.00	0.00	-6.79	0.00
WORSHIP FUND (U)	0.00	0.00	0.00	310.34	310.34
YOUTH FUND (U)	12,683.87	1,470.90	1,426.90	0.00	12,727.87
Total	294,557.86	273,800.03	328,790.72	0.00	239,567.17
Total Receipts	273,800.03				
Total Disbursements	328,790.72				
Net Increase(Decrease)	-54,990.69				

(4)

First Lutheran Church

Budget Comparison for GENERAL FUND

Account	-----Current Month (May)-----			-----Year To Date (May FY 2020)-----		
	Actual	Budget	Last Year	Actual	Budget	Last Year
Revenues						
General Revenues	3,122.71	0.00	0.00	3,123.61	0.00	42.88
Budget Reserve	0.00	1,250.00	0.00	29,000.00	6,250.00	9,000.00
Building Offerings	270.00	167.00	170.00	1,250.00	835.00	850.00
Confirmation Revs	0.00	42.00	0.00	4.00	210.00	145.00
Day Camp/VBS Revs	0.00	8.00	0.00	0.00	44.00	60.00
Envelope Offering	35,356.28	39,096.00	32,163.68	192,339.43	195,482.00	185,088.81
Fellowship Revenues	0.00	392.00	309.98	855.46	1,960.00	2,855.41
Initial Offering	0.00	17.00	0.00	275.00	85.00	180.00
Interest Revs	14.42	2.00	1.59	19.07	5.00	5.44
Local Expense Only	400.00	667.00	638.00	3,200.00	3,335.00	2,952.00
Loose Offering	0.00	375.00	461.42	497.07	1,875.00	2,539.15
Miscellaneous Income	15.03	100.00	50.00	864.03	500.00	450.00
Wedding Deposits	0.00	21.00	100.00	0.00	105.00	200.00
SubTotal Miscellaneous Income	15.03	121.00	150.00	864.03	605.00	650.00
Outreach Revs/Offering	0.00	0.00	0.00	0.00	0.00	0.00
Benevolence Offering	0.00	208.00	90.00	3,195.00	1,044.00	1,841.00
ELCA Disaster Relief	0.00	83.00	0.00	0.00	419.00	0.00
Good Samaritan	100.00	125.00	100.00	650.00	625.00	550.00
SubTotal Outreach Revs/Offering	100.00	416.00	190.00	3,845.00	2,088.00	2,391.00
Special Offerings	0.00	0.00	0.00	0.00	0.00	0.00
Advent	0.00	21.00	0.00	0.00	105.00	0.00
Christmas	0.00	833.00	0.00	0.00	4,169.00	0.00
Easter	0.00	583.00	0.00	325.00	2,919.00	6,977.00
Lent	0.00	375.00	0.00	1,837.00	1,875.00	4,543.00
Thanksgiving	0.00	83.00	0.00	0.00	419.00	0.00
SubTotal Special Offerings	0.00	1,895.00	0.00	2,162.00	9,487.00	11,520.00
Sunday School Offerings	0.00	83.00	15.35	98.96	419.00	596.49
SubTotal General Revenues	39,278.44	44,531.00	34,100.02	237,533.63	222,680.00	218,876.18
Total Revenues	39,278.44	44,531.00	34,100.02	237,533.63	222,680.00	218,876.18
Expenditures						
General Expenses	0.00	0.00	0.00	0.00	0.00	300.00
Education Exp	0.00	0.00	0.00	0.00	0.00	0.00
Adult Ed	0.00	25.00	17.03	198.27	125.00	163.07
Confirmation	0.00	125.00	160.68	77.78	625.00	160.68
Day Camp/VBS	0.00	25.00	0.00	0.00	125.00	0.00
Library Books/Supplies	0.00	8.00	0.00	0.00	44.00	0.00
Sunday School/FLY K6	0.00	208.00	99.34	764.90	1,044.00	652.15
SubTotal Education Exp	0.00	391.00	277.05	1,040.95	1,963.00	975.90
Fellowship Exp	0.00	0.00	0.00	0.00	0.00	0.00
Fellowship	16.10	333.00	312.05	960.14	1,669.00	1,809.62
SubTotal Fellowship Exp	16.10	333.00	312.05	960.14	1,669.00	1,809.62
General	0.00	0.00	0.00	0.00	0.00	0.00
Annual Mtg	0.00	2.00	0.00	0.00	11.00	0.00
Budget Reserve	0.00	1,250.00	0.00	0.00	6,250.00	0.00
Council Retreat	0.00	188.00	0.00	2,700.36	940.00	0.00
Synod Assembly Exp	0.00	192.00	420.00	0.00	960.00	1,045.00
SubTotal General	0.00	1,632.00	420.00	2,700.36	8,161.00	1,045.00
Membership Exp	0.00	0.00	0.00	0.00	0.00	0.00
Devotions Christ Home	148.50	50.00	148.50	297.00	250.00	297.00
Member bus passes	0.00	5.00	0.00	0.00	25.00	0.00



First Lutheran Church

Budget Comparison for GENERAL FUND

Account	-----Current Month (May)-----			-----Year To Date (May FY 2020)-----		
	Actual	Budget	Last Year	Actual	Budget	Last Year
New Member Reception	0.00	8.00	0.00	0.00	44.00	10.50
Publicity/Advertising	0.00	167.00	150.00	56.00	835.00	399.00
SubTotal Membership Exp	148.50	230.00	298.50	353.00	1,154.00	706.50
Outreach Exp	0.00	0.00	0.00	0.00	0.00	0.00
Benevolences	433.53	4,042.00	9,053.36	1,904.53	20,210.00	13,405.62
SubTotal Outreach Exp	433.53	4,042.00	9,053.36	1,904.53	20,210.00	13,405.62
Personnel Exp	0.00	19,047.00	230.46	452.40	95,239.00	230.46
Background checks	15.00	17.00	0.00	59.90	85.00	68.50
Continuing Ed (Senior Pastor)	0.00	83.00	0.00	2,086.49	419.00	1,050.00
Employers FICA Contribution	720.57	821.00	850.33	4,109.30	4,105.00	4,270.27
Employers Medicare Contribution	168.53	192.00	198.87	961.10	960.00	998.71
Housing Allowance	2,000.00	2,000.00	2,000.00	10,000.00	10,000.00	10,000.00
Medical Insurance	3,369.26	5,000.00	4,471.68	21,422.48	25,000.00	22,171.40
Pastor Professional Exp	20.86	208.00	174.71	214.69	1,044.00	253.98
Pastor Social Security	538.66	539.00	344.26	2,693.30	2,695.00	1,721.30
Pastor Travel Allowance	0.00	292.00	412.96	936.67	1,460.00	1,572.96
Pension	1,566.87	1,881.00	1,681.62	8,776.26	9,405.00	7,858.10
Salary Bell Choir Director	623.15	0.00	605.00	3,115.75	0.00	3,025.00
Salary Bookkeeper	1,246.50	0.00	0.00	1,246.50	0.00	0.00
Salary Camera Operator	0.00	167.00	0.00	0.00	835.00	0.00
Salary Custodian	2,526.94	0.00	2,453.34	12,634.70	0.00	12,266.70
Salary Director of Childrens Ministry	1,390.50	0.00	1,350.00	6,952.50	0.00	6,750.00
Salary Director of Operations	0.00	0.00	3,048.26	11,198.25	0.00	15,241.30
Salary Office Assitant	1,191.51	0.00	1,421.86	7,850.58	0.00	7,130.73
Salary Organist	774.00	0.00	800.00	3,915.50	0.00	4,100.00
Salary PA	0.00	104.00	95.00	80.00	522.00	420.00
Salary Pastor/Organ Sub	0.00	292.00	300.00	350.00	1,460.00	450.00
Salary Senior Choir Director	643.17	0.00	624.44	3,215.85	0.00	3,122.20
Salary Senior Pastor	5,041.66	0.00	3,953.26	25,208.30	0.00	19,766.30
Salary Sr. Choir Accompanist	0.00	0.00	127.04	392.55	0.00	635.20
Salary Visitation Pastor	766.49	0.00	744.17	3,832.45	0.00	3,720.85
Salary Worship Team	293.55	0.00	285.00	1,467.75	0.00	1,425.00
Salary Worship Team Drummer	0.00	42.00	50.00	150.00	210.00	200.00
Salary Worship Team Guitar	0.00	42.00	50.00	100.00	210.00	250.00
Salary Youth Director	2,832.50	0.00	3,000.00	14,287.50	0.00	14,500.00
Staff Continuing Ed Training	0.00	83.00	97.33	15.00	419.00	197.33
Staff discretionary	210.00	42.00	0.00	415.00	210.00	0.00
SubTotal Personnel Exp	25,939.72	30,852.00	29,369.59	148,140.77	154,278.00	143,396.29
Property & Management Exp	0.00	0.00	0.00	216.10	0.00	0.00
Building/Equipment Maintenance	211.35	667.00	240.68	2,569.72	3,335.00	1,997.82
Copier	727.86	692.00	913.30	3,458.18	3,460.00	3,649.51
Insurance	1,026.27	1,083.00	985.93	6,157.62	5,419.00	4,929.65
Office Expenses/Supplies	142.28	333.00	128.38	1,639.86	1,669.00	1,854.97
Postage	1,379.90	250.00	0.00	2,844.35	1,250.00	882.65
Taxes	0.00	23.00	0.00	280.00	119.00	280.00
Technology replace/maint	0.00	83.00	0.00	547.92	419.00	722.57
Telephone/Network Security	449.52	417.00	689.96	3,041.57	2,085.00	3,498.66
Utilities	1,215.13	2,500.00	2,345.87	15,542.20	12,500.00	18,928.91
Vehicle Maintenance	64.25	42.00	64.34	107.78	210.00	373.61
SubTotal Property & Management Exp	5,216.56	6,090.00	5,368.46	36,405.30	30,466.00	37,118.35
Stewardship Exp	0.00	0.00	0.00	0.00	0.00	0.00
Online Giving/Web Hosting	104.15	71.00	59.80	595.08	355.00	313.19

6

First Lutheran Church

Budget Comparison for GENERAL FUND

Account	Current Month (May)			Year To Date (May FY 2020)		
	Actual	Budget	Last Year	Actual	Budget	Last Year
Stewardship Offer Envelopes	0.00	38.00	0.00	425.43	190.00	0.00
Stewardship Sunday	0.00	42.00	0.00	0.00	210.00	0.00
SubTotal Stewardship Exp	104.15	151.00	59.80	1,020.51	765.00	313.19
Worship Exp	0.00	0.00	0.00	61.78	0.00	0.00
Handbell Choir Music	0.00	42.00	0.00	500.00	210.00	20.00
Instrument Maintenance	0.00	125.00	390.00	375.00	625.00	765.00
Senior Choir Music	0.00	42.00	78.49	0.00	210.00	222.22
Special Music	0.00	21.00	0.00	50.00	105.00	50.00
Worship Supplies & Decorating	950.12	292.00	1,019.87	1,605.27	1,460.00	2,074.74
Worship Team Music	0.00	21.00	23.94	0.00	105.00	58.94
SubTotal Worship Exp	950.12	543.00	1,512.30	2,592.05	2,715.00	3,190.90
Youth Exp	0.00	271.00	0.00	0.00	1,355.00	0.00
Youth Activities & Trips	0.00	0.00	428.75	341.51	0.00	1,106.71
SubTotal Youth Exp	0.00	271.00	428.75	341.51	1,355.00	1,106.71
SubTotal General Expenses	32,808.68	44,535.00	47,099.86	195,459.12	222,726.00	203,368.08
SPECIAL EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00
RADIO BROADCAST EXP	1,032.00	0.00	0.00	1,032.00	0.00	0.00
SubTotal SPECIAL EXPENSES	1,032.00	0.00	0.00	1,032.00	0.00	0.00
Total Expenditures	33,840.68	44,535.00	47,099.86	196,491.12	222,726.00	203,368.08
Other Revenues						
Divident Revenue	0.26	0.00	0.00	80.59	0.00	0.00
Total Other Revenues	0.26	0.00	0.00	80.59	0.00	0.00
Other Expenditures						
Accounting Correction	0.00	0.00	0.00	7,851.69	0.00	0.00
Total Other Expenditures	0.00	0.00	0.00	7,851.69	0.00	0.00
Other Financial Sources-Uses						
Transfers In	0.00	0.00	0.00	8,800.85	0.00	0.00
Transfers Out	-2,827.62	0.00	0.00	-3,776.78	0.00	0.00
Total Other Financial Sources-Uses	-2,827.62	0.00	0.00	5,024.07	0.00	0.00
Total Revenues	39,278.44	44,531.00	34,100.02	237,533.63	222,680.00	218,876.18
Total Expenditures	33,840.68	44,535.00	47,099.86	196,491.12	222,726.00	203,368.08
Total Other Revenues	0.26	0.00	0.00	80.59	0.00	0.00
Total Other Expenditures	0.00	0.00	0.00	7,851.69	0.00	0.00
Total Other Financial Sources-Uses	-2,827.62	0.00	0.00	5,024.07	0.00	0.00
Net Revenues	2,610.40	-4.00	-12,999.84	38,295.48	-46.00	15,508.10



Statement Register for: General SSB Checking Dated 05/31/2020

Date	Doc No.	Journal #	Payee	Payment	Deposit	Balance
			Statement Beginning Balance			121,975.47
03/31/2020		ArDep 55	Ar Deposit		1260.00	123,235.47
03/31/2020		GJrnl 2181	GJrnl 2181 - Reverse Misc Income from OTC AR Depos	1260.00		121,975.47
04/10/2020	35322	Check 7857	Doric Piano	375.00		121,600.47
04/10/2020	35330	Check 7866	The Flower Mill	4.60		121,595.87
04/15/2020	35338	PrChk 2741	Voided 04/13/2020 by ckadam -		0.00	121,595.87
04/21/2020	35353	Check 7884	Jewel Motel	266.00		121,329.87
04/30/2020	35354	PrChk 2746	Check No. 35354 - Batch: 2020 04 30 Payroll	1302.55		120,027.32
04/30/2020	35355	PrChk 2747	Check No. 35355 - Batch: 2020 04 30 Payroll	3245.58		116,781.74
04/30/2020	35356	PrChk 2748	Check No. 35356 - Batch: 2020 04 30 Payroll	983.30		115,798.44
04/30/2020	35357	PrChk 2749	Voided 05/06/2020 by pauldh -		0.00	115,798.44
04/30/2020	35358	PrChk 2750	Check No. 35358 - Batch: 2020 04 30 Payroll	366.49		115,431.95
04/30/2020	35360	PrChk 2752	Check No. 35360 - Batch: 2020 04 30 Payroll	593.96		114,837.99
04/30/2020	35361	PrChk 2753	Check No. 35361 - Batch: 2020 04 30 Payroll	625.47		114,212.52
04/30/2020	35362	PrChk 2754	Check No. 35362 - Batch: 2020 04 30 Payroll	1114.28		113,098.24
04/30/2020	35363	Check 7887	Verizon	20.00		113,078.24
04/30/2020	35364	Check 7888	Gretchen Enoch	25.30		113,052.94
04/30/2020	35365	Check 7889	Carol Adam	650.00		112,402.94
04/30/2020	35386	PrChk 2762	Check No. 35386 - Batch: 2020 04 30 Payroll II	575.47		111,827.47
04/30/2020	EFT	PrTax 405	MN Dept of Revenue	357.05		111,470.42
05/01/2020		GJrnl 2174	Church Contribution Posting		3876.30	115,346.72
05/05/2020	EFT	Check 7891	Protect My Ministry	15.00		115,331.72
05/06/2020		GJrnl 2167	Church Contribution Posting		2070.00	117,401.72
05/06/2020		BkDep 1288	Pastor Gretchen Books		85.99	117,487.71
05/08/2020		GJrnl 2175	Church Contribution Posting		1497.81	118,985.52
05/11/2020		BkDep 1291	Bible Study Book		30.00	119,015.52
05/12/2020	EFT	ApPmt 323	GuideOne Mutual Insurance	1026.27		117,989.25
05/13/2020		GJrnl 2180	Church Contribution Posting		11815.00	129,804.25
05/13/2020		GJrnl 2179	Reversing entry for jrnl 2176 by pauldh	11845.00		117,959.25
05/13/2020		GJrnl 2176	Church Contribution Posting		11845.00	129,804.25
05/14/2020	35366	ApPmt 307	Gretchen Enoch	63.25		129,741.00
05/14/2020	35368	ApPmt 317	Card Member Service	1166.10		128,574.90
05/14/2020	35369	ApPmt 308	City of Fergus Falls	359.39		128,215.51
05/14/2020	35370	ApPmt 312	Cole Papers Inc.	34.51		128,181.00
05/14/2020	35371	ApPmt 315	Fergus Falls Daily Journal	56.00		128,125.00
05/14/2020	35372	ApPmt 314	Great America Financial Svcs.	727.86		127,397.14
05/14/2020	35373	ApPmt 310	Great Plains Natural Gas Co.	569.41		126,827.73
05/14/2020	35374	ApPmt 309	Leighton Broadcasting/FF	542.00		126,285.73
05/14/2020	35375	ApPmt 316	NetCenter Technologies	250.95		126,034.78
05/14/2020	35376	ApPmt 311	Voided 05/14/2020 by pauldh -		0.00	126,034.78
05/14/2020	35377	ApPmt 313	Otter Tail Telcom	166.25		125,868.53
05/14/2020	35378	ApPmt 320	Otter Tail Power Co.	1038.28		124,830.25
05/14/2020	35379	ApPmt 321	Otter Tail Power Co.	148.53		124,681.72
05/15/2020		GJrnl 2178	Church Contribution Posting		5158.67	129,840.39



Statement Register for: General SSB Checking Dated 05/31/2020

Date	Doc No.	Journal #	Payee	Payment	Deposit	Balance
05/15/2020	35380	PrChk 2756	Check No. 35380 - Batch: 2020 05 15 Payroll	1302.55		128,537.84
05/15/2020	35381	PrChk 2757	Check No. 35381 - Batch: 2020 05 15 Payroll	3245.58		125,292.26
05/15/2020	35382	PrChk 2758	Check No. 35382 - Batch: 2020 05 15 Payroll	507.91		124,784.35
05/15/2020	35383	PrChk 2759	Check No. 35383 - Batch: 2020 05 15 Payroll	983.30		123,801.05
05/15/2020	35384	PrChk 2760	Check No. 35384 - Batch: 2020 05 15 Payroll	380.49		123,420.56
05/15/2020	35385	PrChk 2761	Check No. 35385 - Batch: 2020 05 15 Payroll	529.18		122,891.38
05/15/2020	EFT	ApPmt 322	Vanco Services	66.71		122,824.67
05/20/2020		GJrnl 2182	Church Contribution Posting		3520.00	126,344.67
05/22/2020		GJrnl 2183	Church Contribution Posting		685.00	127,029.67
05/22/2020		GJrnl 2184	Church Contribution Posting		1267.39	128,297.06
05/26/2020		GJrnl 2186	Church Contribution Posting		3605.00	131,902.06
05/26/2020		BkDep 1292	Luther Seminary Check		2797.62	134,699.68
05/26/2020		BkDep 1293	In Faith Community Fund		239.10	134,938.78
05/26/2020	EFT	ApPmt 324	Portico	5860.27		129,078.51
05/27/2020		GJrnl 2196	GJrnl 2196 - Double Payment of May Premiums	5860.27		123,218.24
05/30/2020		GJrnl 2188	Church Contribution Posting		840.00	124,058.24
05/30/2020		GJrnl 2189	Church Contribution Posting		334.34	124,392.58
05/31/2020		FndXfr 41	FndXfr 41 - Classify as BUW Bible Study Rev		0.00	124,392.58
05/31/2020		FndXfr 42	FndXfr 42 - Fund MDivX Internship		0.00	124,392.58
05/31/2020		GJrnl 2195	GJrnl 2195 - May 2020 Interest		10.70	124,403.28
			Checkbook Balance	48,510.11	50,937.92	124,403.28
			Statement and checkbook balance			

9

First Lutheran Church

Statement of Financial Position For All Funds as of 05/31/2020

Assets

Bank

General SSB Checking	111,328.15
SPECIAL SSB CHECKING	49,100.42
Thrivent Money Market	21,322.30

Total Bank **181,750.87**

Other Current Assets

Dorn & Co Durner Cash	34,183.73
Dorn & Co Durner Investments	94,130.52
Prepaid Expenses	5,860.27

Total Other Current Assets **134,174.52**

Total Assets **315,925.39**

Liabilities

Current Liabilities

Accounts Payable	4,216.75
------------------	----------

Total Current Liabilities **4,216.75**

Other Current Liabilities

Payroll Withholding & Taxes	
Federal Withholding Tax Payable	805.72
FICA Tax Payable--Employer	731.94
FICA Tax Withholding--Employee	731.94
Medicare Tax Payable--Employer	171.19
Medicare Tax Withholding--Employee	171.19
State Withholding Tax Payable	429.49

Total Payroll Withholding & Taxes **3,041.47**

PPP Loan Payable	69,100.00
------------------	-----------

Total Other Current Liabilities **72,141.47**

Total Liabilities **76,358.22**

Net Assets

Unrestricted

ALTAR GUILD FUND	40.63
BUDGET RESERVE FUND	-14,000.00
BUW Bible Study	-212.60
CHRISTCARE	500.00
CLEARING ACCOUNT FUND	7,285.48
COOKBOOKS FUND	1,265.25
DURNER CASH	34,183.73
EASTER PLANTS POINSETTIAS FUND	167.85
EDUCATION FUND	2,761.67
ESCROW ACCOUNT FUND	350.43

10

First Lutheran Church

Statement of Financial Position For All Funds as of 05/31/2020

FAMILY MINISTRY FUND	3,788.56
FELLOWSHIP FUND	427.11
GENERAL FUND	39,292.20
GOOD SAMARITAN FUND	1,882.54
GRAD FLEECE QUILTS FUND	-21.10
HAITI DRESSES	591.13
HANDBELLS FUND	2,372.26
JEAN DAHLING ESTATE FUND	16,637.18
LIBRARY FUND	859.05
MDivX Stipend	2,797.62
MEMORIAL UNDESIGNATED FUND	29,099.15
NURSERY FUND	164.59
ORGAN FUND	-23,830.55
OWLS FUND	5,711.18
PARKING LOT FUND	11,490.42
PROPERTY FUND	1,106.07
RADIO BROADCAST FUND	-4,127.26
SENIOR CHOIR FUND	5,309.88
SPECIAL FRIENDS FUND	285.23
TANZANIA TRIP FUND	5,097.74
THRIVENT CHOICE DOLLARS	1,123.00
WORSHIP FUND	310.34
YOUTH FUND	12,727.87

Total Unrestricted	145,436.65
Restricted	
DURNER INVESTMENTS	94,130.52

Total Restricted	94,130.52
Total Net Assets	239,567.17
	=====
Total Liabilities + Net Assets	315,925.39
	=====



5/31/2020	CHECKING	THRIVENT	DORN & CO	TOTAL FUND
ALTAR GUILD	40.63			40.63
BUDGET RESERVE	(14,000.00)			(14,000.00)
BUILDING RESERVE	-			-
BUW Bible Study	(212.60)			(212.60)
CHILDREN'S BIBLES	-			-
CHILDREN'S CHOIR	Moved to Education			-
CHRISTCARE	500.00			500.00
CLEARING ACCOUNT	7,285.48			7,285.48
COOKBOOKS	1,265.25			1,265.25
Durner Trust Cash			34,183.73	34,183.73
Durner Trust Investments			94,130.52	94,130.52
EASTER PLANT/POINSETTIAS	167.85			167.85
EDUCATION	2,761.67			2,761.67
ESCROW ACCOUNT	350.43			350.43
FAMILY MINISTRY	3,788.56			3,788.56
FELLOWSHIP	427.11			427.11
GENERAL FUND	39,204.82	87.38		39,292.20
GOOD SAMARITAN	1,882.54			1,882.54
GRAD FLEECE QUILTS	(21.10)			(21.10)
HAITI DRESSES	591.13			591.13
HANDBELLS	2,372.26			2,372.26
HYMNAL REPLACEMENT	Moved to Worship			-
JEAN DAHLING ESTATE	500.00	16,137.18		16,637.18
LIBRARY	859.05			859.05
LUTHERCREST SCHOLARSHIPS	Inactivated			-
MDivX Stipend	2,797.62			2,797.62
MEMORIALS	29,099.15			29,099.15
MISSION COFFEE FUND	Moved to Fellowship			-
NURSERY FUND	164.59			164.59
ORGAN FUND	(23,830.55)			(23,830.55)
OWLS FUND	5,711.18			5,711.18
PARKING LOT	11,490.42			11,490.42
PASTOR BOOK ALLOW	-			-
PROPERTY	1,106.07			1,106.07
RADIO BROADCAST	(4,127.26)			(4,127.26)
Reese(Trustee Karen Moxness)	Will no longer be reported			-
SENIOR CHOIR	5,309.88			5,309.88
SPECIAL FRIENDS	285.23			285.23
THRIVENT CHOICE DOLLARS	1,123.00			1,123.00
Thrivent Interest	Inactivated and transferred to General Fund			-
WORSHIP	310.34			310.34
YOUTH	12,727.87			12,727.87
YOUTH MISSION TRIP SUPPORT	-	5,097.74		5,097.74
	89,930.62	21,322.30	128,314.25	239,567.17

(12)

Payment Log - 2020 Benevolences

Organization	2020 Budget	Payments as of 5/31/20	Remaining Amount
	\$ 48,500.00		
Christmas Baskets	\$ 1,000.00		1,000.00
ELCA	\$ 18,000.00		18,000.00
Fergus Falls Food Shelf	\$ 1,000.00		1,000.00
Good Samaritan Fund	\$ 18,500.00	1,905.00	16,595.00
Habitat for Humanity	\$ 750.00		750.00
Hospice	\$ 750.00		750.00
Jail Ministry	\$ 750.00		750.00
Luther Seminary	\$ 750.00		750.00
Lutheran Campus Ministry	\$ 750.00		750.00
Meals by Wheels	\$ 750.00		750.00
Rural Internship	\$ 750.00		750.00
Salvation Army	\$ 750.00		750.00
Pioneer Care	\$ 750.00		750.00
Lutheran Deaconess Association	\$ 750.00		750.00
Radio Broadcast	\$ 2,500.00		2,500.00
TOTAL	\$ 48,500.00	\$ 1,905.00	\$ 46,595.00

(13)

June Council Report- Pastor Gretchen

- 20 People signed up for the Breathing Under Water book study. We met via zoom the first week and plan to meet social distancing at the church, in the flower garden, in the coming weeks.
- Recorded the Morning watch with Paul. Meeting with him weekly to support his learnings and progress
- Working with Michael and Kristy on a discipleship video for the congregation
- Met with the FIT (Formation team for the intern, Lynn Melchior) via zoom
- Recorded intro. with Calie for ELCA senior worship service
- Completed supervisor requirements for supervisor training for Luther Seminary
- Performed graveside funeral service for Glenda Meister
- Baptized Owen Allen Devries
- Met with Executive Committee via zoom
- Served as an advisor for The Welcome House Board Meeting
- Met with the Mutual Ministry Team
- Met with ELCA pastors to talk about procedures for reopening
- Meet weekly with church staff via zoom
- Met with Augustana and Hope leadership for worship planning in person/zoom
- Communicated with Lynn Melchior regarding intro. to FLC ministry
- Got Married!!

First Lutheran Church Visitation Pastor's Report – March, April, May 2020

Contacted all homebound on my list (44) by phone in March.

Hand-written (printed) personal letters to all on my list in April.

Phone contacts to all in early May and letters (longhand) late in May.

Plan both phone contacts and letters in June.

Notes on phone conversations are on file.

In each phone contact I have a personal conversation and then a short devotion – ideally with scripture and prayer. I usually sing a hymn too. Sometimes that's all I get done.

I don't have any copies of the notes I sent out in April and May, so I've reconstructed a couple, as examples, and one to a person I have never visited (she was healthy and active at age 90) but who died of cancer the week after my phone and note contacts.

I hand lettered the April notes and did the May ones in longhand.

It's a pleasure to be a part of this ministry.

Pastor Stan Satre

Number of March contacts – 42

Number of April contacts – 45

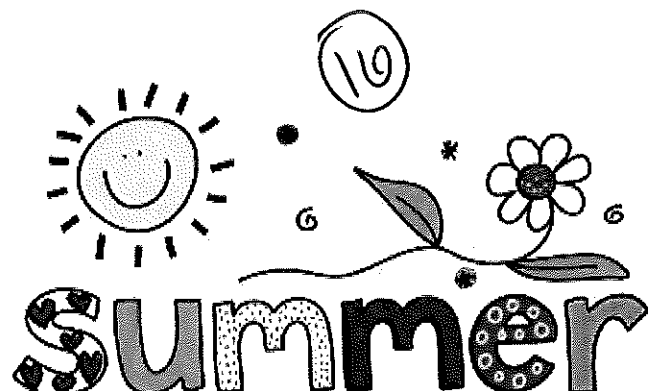
Number of May contacts - 89



a note from Pastor Stan

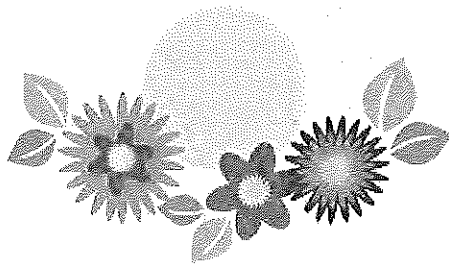
A note will go out to each person on my list - in June.

I will also contact them by phone.



March 25, 2020

Dear LAVERNE,



Oh, my goodness!! We all have the COVID-19 Blues, stuck at home.

I've tried to make phone contact with you and others. That's been okay, but I thought another note in the mail would be good too.

I WANT YOU TO KNOW THAT I'M THINKING ABOUT YOU - RIGHT NOW. I CAN PICTURE YOU AND IMAGINE A PERSONAL VISIT. I HOPE THAT CAN HAPPEN SOON.

SPRING IN ALL ITS BEAUTY HAS BROUGHT DELIGHT AND GLADNESS TO OUR HEARTS. WE THANK FOR THE SUN - EVEN WHEN THERE ARE CLOUDS.

I HOPE YOU WERE ABLE, IN SOME WAY, TO TAKE PART IN THE EASTER CELEBRATION. THAT'S A POWERFUL AND COMFORTING MESSAGE - THE POWER OF THE RESURRECTION. WE LIVE A NEW LIFE BECAUSE CHRIST IS RISEN. IT MAKES A DIFFERENCE, - AS YOU KNOW.

WE'RE SEPARATED NOW, - BUT WE'RE NEVER ALONE. JESUS WALKS BESIDE US EVERY DAY.

AS VISITATION PASTOR FOR FIRST LUTHERAN I KNOW THAT I REPRESENT ALL THOSE PEOPLE. I HOPE YOU CAN FEEL THEIR LOVE THROUGH ME.

WHEN I VISIT YOU I USUALLY SING A HYMN, SHARE SOMETHING FROM THE BIBLE - AND WE PRAY.

Just remember that you are in my heart, and mind, and prayers even when we can't visit face-to-face.

MY PRAYER FOR YOU IS THAT YOU - AND YOUR LOVED ONES MAY, EACH IN THEIR OWN WAY, FOR ALL ARE DIFFERENT-

Pastor Stan

KNOW THE PEACE THAT COMES THROUGH FAITH IN CHRIST.

STAY WELL.

SPRING

A note from Pastor Stan

MAY

Dear Fred,

May 26, 2020

I'm writing to let you know that I'm thinking about you Fred. With all of this isolation a person tends to feel lonely.

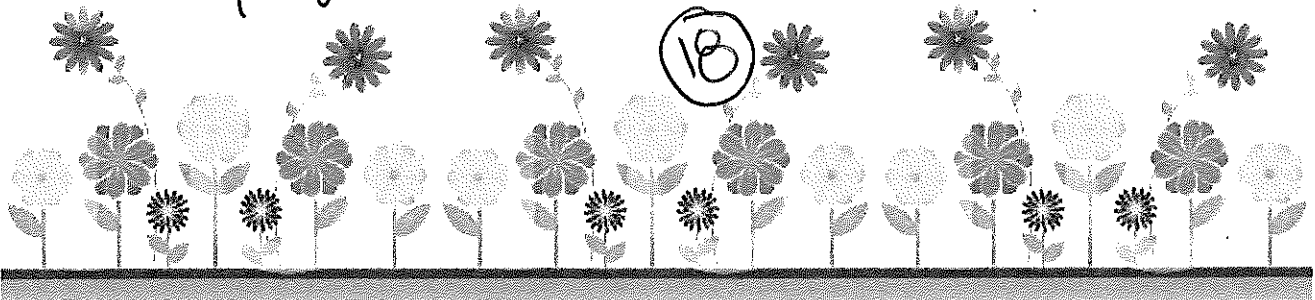
I remember the visits we've had over the years - and some of our fine conversations. (I touch on personal details here.)

The Lord does not want us to feel that we are all alone. He said, "I will be with you always." Matthew 28:20

He keeps that promise through family, friends and - pastors of the Church - like me.

"The Lord made this day
- Lord rejoice."
Let us be glad - Psalms 118:24

Trust the Lord, Fred, - and stay well.
The Lord be with you,
Pastor Stan



A note from Pastor Stan

MAY

Dear Patti,

May 25, 2020

I'm writing this note to let you know that at this moment - at this time in your life - I am thinking about you. My heart aches for you, - and all your loved ones. I am praying for you, asking the Lord to show himself clearly in this your hour of need.

I would like to visit you personally. The danger of that is too great these days. I've looked at your picture in the 2015 First Lutheran directory. I'm sure we've seen each other at Church - probably in the Choir.

There's a verse in the 23rd Psalm that's important to us all - and especially for you now.
"...though I walk through the Valley of the Shadow of Death - I will fear no evil - for you are with me"

That's the promise we hold on to

I'm a pastor of the Church - and I represent all the people of First Lutheran. I hope you can feel their love through me - especially now when the weight you carry is so heavy.

My prayer is that you and each one of your loved ones may, in their own way, for all are different, know the Peace that comes through Faith in Christ. The Lord be with you. I hope to see you - soon.

Pastor Stan

(19)



FIRST LUTHERAN CHURCH

MEMORANDUM

TO: Church Council
FROM: Paul Haarstick
SUBJECT: May 2020 Report

DATE: June 4, 2020

This has been my first month here at First Lutheran Church, and I have very much enjoyed working for your congregation. Here are some brief highlights of this month:

- I have organized the filing system for payables.
- All our vendors have received requests for their W9s, and I am updating ICON to properly track 1099 vendors.
- Council members who are signers on the account have been so helpful and timely in getting checks signed.
- I have analyzed giving by month for the past 10 years and created a spreadsheet to better help leaders judge current performance of giving.
- I found a way to automate the creation of Vanco batches in ICON, which will save me some time each week.
- I was interviewed by Pastor Gretchen for the Morning Watch, which aired on 5/21.
- I met with NetCenter to learn more about our arrangement with them and see if we can either save or receive more value.
- I am working on documenting processes for my position in a "Financial Operations Manual"
- Pastor Gretchen and I are meeting regularly to discuss my work here.
- I feel very welcomed, supported, and appreciated here—thank you so much.

Our insurance policy with GuideOne will be renewing in August, and because I am so new to this position, I am recommending another year renewal if it is not cost prohibitive. I will need to do more research to be able to effectively conduct a thorough RFP process with insurance vendors.

I welcome all feedback and suggestions.

20

June 3, 2020

Dear First Lutheran Church Senior Choir,

I have missed you! I have missed your beautiful hearts and voices. I hope you're doing well, keeping busy, and enjoying the warm weather.

I apologize for my lack of communication and guidance during the past months. I'll admit March, April, and May were a dark blur in my personal and professional life. Students struggled, teachers struggled, and my own family struggled too. We are SO ready for summertime to rejuvenate our hearts and bodies.

While this letter is certainly NOT a resignation or farewell letter; it is recognition that the immediate future of group singing is unknown at this time. Studies are underway to understand the effects of singing and the spread of COVID-19, but currently there are not any official statements from ACDA (American Choral Directors Association), NATS (National Association of Teachers of Singing) or other professional singing organizations on the future of choirs. These professional groups are devoting their time and resources to studying the effects of singing and COVID-19. When more information is known, I will share. I do participate in the webinars offered from these groups and will be keeping myself informed.

From the current ELCA guidelines:

Speaking, Singing, and Playing Instruments in Worship

- Singing together, even from a distance, is one of the riskiest behaviors due to the spread of aerosol and droplets that can carry the virus a significant distance and remain suspended in the air. A cloth mask is unlikely to protect you or your neighbor. For more about communal singing at this time, see a webinar offered by the National Association of Teachers of Singing and others.⁶

So, what now? The first webinar from ACDA and NATS focused on mental health and acknowledging our present losses. Musicians and performers across the world have lost their jobs, music classes have moved online, and large concerts are not even being considered. The future of music education is being weighed by many school districts facing hefty budget cuts. So, the discussions in our professional music associations are focused on what we CAN do. We can sing alone or with members of our household, we can begin planning for when we can safely gather together, we can advocate for music education in our schools and churches, and we can nourish our bodies and souls. God is with us, that I know.

Please call if you have thoughts or concerns.

Blessing to you all,

Janel Trosvig
218 205-7961

21

Property Report

We have been advised that by changing to LED light bulbs in the church there would be a substantial credit that Otter Tail Power would have for us as a church.

I did reach out to my committee on the possibility and at this time they felt that we should hold off. I feel that it is important to have Otter Tail Power do an energy audit and see what the cost savings would be going forward besides the rebate from the power company. It was also thought that that credit may only apply for this year.

Respectfully submitted

Ron L. Spangler

Youth Report

Had a fun time on Zoom with 7-9 graders playing games. I had 12 youth kids join in on the fun! Sent out cards to ones that joined! Did a 2020 Senior video for all the Senior's. Picked out fun gifts for seniors to go with the blankets they get from the Church.

Calie Anderson

Lil Bob's Electric, Inc.

1218 N. Concord St.
Fergus Falls, MN 56537

Phone: 218-770-0673

Estimate

Date	Estimate #
4/2/2020	358

Name / Address
First Lutheran Church 402 S. Court St. Fergus Falls, MN 56537

			Project
Qty	Description	Rate	Total
	Estimate for changing fluorescent bulbs to LED bulbs .		
136	2 bulb 4 foot fixtures	20.00	2,720.00
10	2 bulb 2 foot fixture	15.00	150.00
27	3 bulb 4 foot fixtures	20.00	540.00
1	4 bulb 4 foot fixture	20.00	20.00
16	Flood bulbs	5.00	80.00
6	Regular incandescent bulbs	5.00	30.00
21	CFL bulb	5.50	115.50
357	4 foot 4k LED bulb	10.00	3,570.00
20	2 foot 4k LED bulb	10.00	200.00
16	LED flood bulb	7.00	112.00
6	Incandescent LED replacement bulb	5.50	33.00
1	Labor Items	200.00	200.00
1	Inspection Cost and recycling fees	100.00	100.00
	Estimated rebate from Ottetail Power \$4200.00.		

23

Total

\$7,870.50

Mission: As faithful disciples we serve God and welcome all people with open hearts.

Core Values:

Our core values are grounded in God's love, faith in Jesus Christ, and living according to Biblical truth, with the Greatest Commandment reflected in our mission. *Love the Lord our God with all our hearts, souls, and minds...and love our neighbors as ourselves* (Mark 12: 28-31). We live out the Great Commandment by valuing the following:

- Education & Faith Formation
We are committed to teaching and communicating Biblical truths to people of all ages. Nurturing our faith and the faith of others is our way of welcoming all people and spreading God's Good News. Jesus taught us to love one another, just as God loves us. Therefore, we aspire to give unconditional love.
- Worship & Music
We are committed to creating opportunities for meaningful spiritual worship experiences for all. We value the history of collaborative worship and music in the church. We are grateful to God for our gifts and talents, and pray the Holy Spirit leads us to generously share our many blessings with others.
- Discipleship & Mission
We are committed to being a community of believers, developing servant leaders who exist to move throughout our world with the Gospel of Jesus Christ, calling all to a saving relationship with Him. We welcome diversity, enfolding all with grace, love, and building faithful connections.
- Fellowship & Witness
We are committed to understanding and valuing all people so that our members feel essential to our church's identity as one church in Christ. We value faith-based connections and relationship-building through fellowship. We strive to bring our faith outside the walls of the church and be the church amidst the world.