

CHRIST THE KING LUTHERAN CHURCH
Council Meeting Minutes
August 15, 2011

The Council met on August 15, 2011 beginning at 7:30 p.m. A copy of the meeting agenda is attached.

Those in attendance were: Mark Baker, Juli Benson, Rev. John Bradford, Tom Cooper, Ernie Ferguson, Donna Kiffe, Liz Spoto, Mike Swineford, Victoria Wagner, and David Whelan. Absent were: Susan Boruff, Kary Froscheiser, Bill Hiatt, Mitch Neaves, Peter Saba, Charles Schwab, and Steve Wilson.

The Council gathered initially in the sanctuary for a devotional led by Rev. Bradford. Rev. Bradford provided an overview of the "Power Surge" program he is introducing to the congregation. Copies of materials from the devotional service (the song "Won't You Be My Love" and a Prayer for Discipleship) are attached. There was also discussion of the donation of a grand piano to the church and reconfiguration of the front of the sanctuary to accommodate the new piano.

David Whelan called the business portion of the meeting to order in Luther's Lounge.

Minutes of the July meeting were reviewed and approved. A copy is attached.

There was discussion of how to fund a projected additional \$1300 in expenses for fellowship committee activities. It was agreed that the "Church" line item of the budget has excess funds and that \$2500 would be moved from that line item to the fellowship committee line item.

Rev. Bradford submitted a written Pastor's Report. A copy is attached. Pastor Bradford also:

- * noted that he is on the board of Lutheran Social Services, which facilitates more points of contact to help foster the development of Christ the King;
- * asked for prayers for the Belmont Ridge mission church of the ELCA, which is struggling;
- * noted that the Vacation Bible School was a success and that some questions had been raised about whether to continue doing this program jointly with St. Francis Episcopal Church (an issue that the Council agreed to table for later discussion); and
- * discussed the designation of representatives for the Synod Assembly on Sept. 24 (the Council agreed that Dorann Bradford, Deb Cantrell, Victoria Wagner, and David Whelan would be the voting delegates).

Deb Cantrell presented the Director of Youth and Family Ministry Report. Ms. Cantrell:

- * noted that the Sr. High mission trip went well, with positive feedback from the youth and the building of closer bonds among the youth;
- * noted that there is a need to pay for volunteer chaperones on mission trips so that there can be adequate supervision to enable such trips;
- * noted that money from the mission trip fund was used to cover mission trip expenses not covered by fundraising and parent payments for the trip;
- * note that Kevin Magley and his wife Mikala are doing well leading the Sr. High youth program; and
- * discussed the "Gift Night" program that is being rolled out with the start of the new church year (a coordinated series of various activities on the third Sunday of each month beginning at 4:30 p.m., with the goal of building families and the broader congregation, as well as reaching out to the community).

Mike Swineford presented the Office Management Report. Mr. Swineford discussed the new church website and related efforts to integrate various church membership data into a single website. Copies of sample screenshots from the new website are attached.

David Whelan provided copies of the Treasurer's Report on behalf of Bill Hiatt. A copy is attached. Mr. Whelan noted that the balance sheet included in the Report is a new format. There was discussion of creating a new dedicated account for service income/donations, as well as developing a report for year-to-year comparisons of the church's cash position.

Donna Kiffe presented the Fellowship Report. Ms. Kiffe noted that Annette Brady's "coffee and conversation" initiative has been popular, that planning and publicity were underway for Rally Day and the related picnic, and that there was lots of enthusiasm for the church's social activities but that more help is needed.

Liz Spoto presented the Learning Report. Ms. Spoto noted that Vacation Bible School had been successful, with 65 students participating. She also noted that Sunday School was almost fully staffed and that work was underway to convert the 7th/8th grade confirmation room to more of a teen-type room that the youth would welcome.

Tom Cooper presented the Property Report. Mr. Cooper noted that: the painting in the narthex and education building was being completed; the new carpet was being installed and was nearly paid for with designated donations (\$7925); an outdoor Fall clean-up would be held in October; some windows on the education building need to be painted and repaired; sound suppression is needed in Gysan Hall; there is a \$2000 shortfall in the "flush fund" for renovation of the ladies' room; and that funds need to be set aside for major equipment replacement in light of the aging condition of key components of the church facilities.

Victoria Wagner presented the Witness Report and discussed an article entitled "My First Time Church Visitor Checklist." A copy is attached.

Juli Benson presented the Service Report. Dolly Whelan and Mary Wilson are recent additions to this committee. Ms. Benson presented a list of upcoming services dates. A copy is attached.

There was discussion under Worship & Music of beginning a dialogue within the congregation about the possibility of starting a contemporary worship service. In addition, Rev. Bradford noted that different styles of communion would be used at various times.

There was discussion under Stewardship of a letter that had been prepared for David Whelan to send to the entire congregation to initiate the stewardship campaign. It was also discussed that Pastor Bradford would be working with Ernie Ferguson to develop the stewardship campaign.

There was brief discussion of the logistics for the upcoming Council retreat at Signal Knob. All other New Business items had already been discussed.

The meeting was then adjourned.

Pastor's Report
August 15, 2011
Council Meeting

Review of Attendance for May

	<u>8:30</u>	<u>11:00</u>
1	50	89
8	50	122
15	86	114
22	61	134
29 (Memorial Day Weekend)	33	79
Average for Month	56	108
Average for Month 2010	63	124
Average for Month 2009	60	136

Review of Attendance for June

	<u>8:30</u>	<u>11:00</u>
5	42	178
12	34	175
19	50	120
26	45	96
Average for Month	43	142
Average for Month 2010	56	95
Average for Month 2009	58	146

Review of Attendance for July

	<u>8:30</u>	<u>11:00</u>
3	57	89
10	33	73
17	46	81
24	38	82
31	58	100
Average for Month	46	85
Average for Month 2010	41	66
Average for Month 2009	59	90

Pastoral Activity – May 24 to present

- Men's Prayer Breakfast – Tuesdays at 7 am, Silver Diner
- Preschool Chapel – Monday and Tuesday mornings
- Confirmation Interviews with Deb and each confirmand
- Confirmation Banquet and Family Blessing Service
- Confirmation
- Board Meeting Lutheran Fellowship Square
- Memorial Day Ceremony at Great Falls Freedom Memorial
- Vespers, National Lutheran Home
- Great Falls Ecumenical Council
- Choir
- Cottage Meetings
- Staff Meetings
- New Disciple Orientation
- New Members received
- Outgoing Mother's Day Out Director Recognized
- Mother's Day Out Teacher Recognition Lunch
- Sunday School Recognition
- Hosted Virginia Conference Meeting at Ctk
- Senior Pastor's Meetings
- Preschool Board Meeting
- Cedar's Luncheon
- Lutheran Social Services – asked to serve on Board
- Hintz Funeral
- Junior High Mission Trip
- Senior High Mission Trip
- Smith Committal at Arlington National Cemetery
- Wyckoff rehearsal and wedding
- Synod Executive Committee
- Synod Council
- Belmont Ridge Mission Development – Pr. Dax Jordan
- Met with area pastors
- Welsh Funeral
- Vacation Bible School – Aug 8-12
- Various home and hospital visits

- **Baptism...**
Neaves, Aug 14

Upcoming Items of Interest

- August 25 – September 1 Vacation Time
- Mission Trip Sunday, September 11
- Rally Day, September 11
- Assistant to the Bishop Phil Hirsch will be with us to preach on September 18
- Synod Assembly Sat, September 24 (Redeemer, McLean)
- Lutheran Social Services Training in Chicago, Oct 11-13
- Via de Cristo (Fall weekends – men Oct 13-16; women Oct 20-23)
 Serving as Spiritual Director for Women's Weekend
- Fall Festival/Parsonage Open House, Oct 30
- Regional Leadership Event, "Moving Forward with Christ," Altoona, PA, Oct 31 – Nov 2 (Presiding Bishop and Regional bishops will be present)
- Bishop Graham will be with us to preach and preside on December 11

Christ the King Lutheran Church
31 Treasurer's Report
 July of Fiscal Year 2011
 Responsibility: All
 Fund: 01 - GENERAL FUND

Minor Group	July Actual	Year-to-date Actual	Annual Budget	Percent of Budget
Income				
01, GNRL CNTRBTNS	37,240.00	295,822.05	540,400.00	54.74%
02, MISC REVENUE	4,486.00	17,033.10	9,600.00	177.43%
04, INTEREST INCOME	0.00	0.00	0.00	0.00%
Total Income	<u>41,726.00</u>	<u>312,855.15</u>	<u>550,000.00</u>	<u>56.88%</u>
Expense				
01, METRO SYNOD	2,650.00	18,961.57	31,500.00	60.20%
02, ADDITIONAL	0.00	0.00	0.00	0.00%
02, CONGREG SPONSOR	0.00	300.00	300.00	100.00%
01, WORSHIP	617.07	2,827.85	6,400.00	44.19%
02, LEARNING	2,187.95	6,224.25	13,000.00	47.88%
03, YOUTH	852.48	3,727.94	6,000.00	62.13%
04, WITNESS	0.00	1,506.64	2,750.00	54.79%
05, SERVICE	0.00	10,671.59	17,000.00	62.77%
06, STEWARDSHIP	0.00	321.11	1,500.00	21.41%
07, FELLOWSHIP	280.00	2,330.67	2,500.00	93.23%
08, CHURCH STAFF	35,763.59	193,843.64	304,526.00	63.65%
09, FINANCE	1,090.87	7,815.92	16,000.00	48.85%
11, ADMINISTRATIVE	933.35	10,945.03	17,000.00	64.38%
12, CONGREGATIONAL LIFE	110.87	331.27	3,000.00	11.04%
01, CHRCH UTILITIES	2,090.23	17,438.97	30,000.00	58.13%
02, CH MAINTENANCE	3,580.48	26,066.67	40,000.00	65.17%
04, Dogwood Utilities	182.64	1,210.16	2,700.00	44.82%
05, Dogwood Maintenance	1,191.25	12,386.57	14,300.00	86.62%
09, BLDG EXPANSION	0.00	0.00	0.00	0.00%
01, CHURCH	2,214.50	15,612.18	40,020.00	39.01%
Total Expense	<u>53,745.28</u>	<u>332,522.03</u>	<u>547,996.00</u>	<u>62.11%</u>
Income Less Expense	<u>-12,019.28</u>	<u>-19,666.88</u>	<u>2,004.00</u>	

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Christ the King Lutheran Church
Balance Sheet by Account
Jan 1, 2011 through Jul 31, 2011

Account	Balance As Of Jan 1, 2011	Balance As Of Jul 31, 2011	Current Year Change	Percent Change
Fund 01 - GENERAL FUND				
Assets				
Major 00, Group 00				
Minor 00, Group 00				
08-New Parsonage Loan Procee	-2,962.63	0.00	2,962.63	-100.00%
Minor 00, Group 00	-2,962.63	0.00	2,962.63	-100.00%
Major 00, Group 00				
Minor 01, CURRENT ASSETS				
01-PETTY CASH	50.00	0.00	-50.00	-100.00%
02-CASH IN BANK/CRESTAR/W.C.	-1,189.62	0.00	1,189.62	-100.00%
03-SAVINGS/COMM BK/L.R.MAINT	0.00	0.00	0.00	0.00%
04-PETTY CASH-YOUTH COMMITTE	100.00	0.00	-100.00	-100.00%
05-NEW BUILDING-COMM BK SAV	759.68	0.00	-759.68	-100.00%
06-STOCK	0.00	0.00	0.00	0.00%
07-Cash in Bank/Wachovia	92,257.18	52,892.72	-39,364.46	-42.67%
14-COMM BK CD-15852	0.00	0.00	0.00	0.00%
15-COMM BK CD-15851	0.00	0.00	0.00	0.00%
Minor 01, CURRENT ASSETS	91,977.24	52,892.72	-39,084.52	-42.49%
Major 00, Group 00				
Minor 02, RECEIVABLES				
01-DUE FROM BUILDING FUND	0.00	0.00	0.00	0.00%
Minor 02, RECEIVABLES	0.00	0.00	0.00	0.00%
Major 00, Group 00				
Minor 03, FIXED ASSETS				
01-FURN & EQUIP/GENERAL	85,380.38	85,380.38	0.00	0.00%
03-BUILDING EXPANSION COSTS	52,371.68	0.00	-52,371.68	-100.00%
04-CHURCH BUILDING	798,875.01	1,205,530.00	406,654.99	50.90%
05-PARSONAGE	210,983.44	843,360.00	632,376.56	299.73%
06-LAND - CAPITAL FUND	130,781.85	0.00	-130,781.85	-100.00%
07-TOWNHOUSE PARSONAGE	79,654.76	0.00	-79,654.76	-100.00%
08-ACCUMULATED DEPRECIATION	-221,866.00	-221,866.00	0.00	0.00%
Minor 03, FIXED ASSETS	1,136,181.12	1,912,404.38	776,223.26	68.32%
Major 00, Group 00				
Minor 04, OTHER ASSETS				
06-NOTE RECEIVABLE-GYSANS	0.00	0.00	0.00	0.00%
Minor 04, OTHER ASSETS	0.00	0.00	0.00	0.00%
Major 99, Ded. Receivable				
Minor 99, Ded. Receivable				
99-Dedicated Funds Receivable	3,305.53	2,750.92	-554.61	-16.78%
Dedicated Funds Receivable	3,305.53	2,750.92	-554.61	-16.78%
Total Assets	1,228,501.26	1,968,048.02	739,546.76	60.20%

Liabilities

Major 00, Group 00

Minor 05, PAYABLES

03-MUTUAL FUNDS	-11,711.19	0.00	11,711.19	-100.00%
04-DUE TO BUILDING FUND	108,944.38	0.00	-108,944.38	-100.00%
05-DUE TO ORGAN FUND	0.00	0.00	0.00	0.00%
06-DUE TO BUILDING FUND- LOA	0.00	0.00	0.00	0.00%

Christ the King Lutheran Church
Balance Sheet by Account
Jan 1, 2011 through Jul 31, 2011

Account	Balance As Of Jan 1, 2011	Balance As Of Jul 31, 2011	Current Year Change	Percent Change
07-DUE TO BUILDING FURNISH	19,075.75	38,151.50	19,075.75	100.00%
Minor 05, PAYABLES	116,308.94	38,151.50	-78,157.44	-67.20%
Major 00, Group 00				
Minor 06, PAYROLL TAXES P				
01-FICA TAX WITHHELD	949.01	-1,438.69	-2,387.70	-251.60%
02-FED INCOME TAX WITHHELD	-1,920.95	-1,920.95	0.00	0.00%
03-STATE INCOME TAX WITHHELD	-400.72	-400.72	0.00	0.00%
Minor 06, PAYROLL TAXES P	-1,372.66	-3,760.36	-2,387.70	173.95%
Major 00, Group 00				
Minor 07, LOANS				
10-NOTES PAYABLE/COMMUN BANK	-402,245.90	0.00	402,245.90	-100.00%
11-NOTES PAYABLE - THRIVENT	159,087.40	473,559.97	314,472.57	197.67%
Minor 07, LOANS	-243,158.50	473,559.97	716,718.47	-294.75%
Major 99, Ded. Payable				
Minor 99, Ded. Payable				
99-Dedicated Funds Payable	114,862.89	71,059.51	-43,803.38	-38.14%
Dedicated Funds Payable	114,862.89	71,059.51	-43,803.38	-38.14%
Total Liabilities	-13,359.33	579,010.62	592,369.95	-4434.13%
Equity				
Major 00, Group 00				
Minor 99, FUND BALANCE				
01-GENERAL FUND BALANCE	942,063.95	1,028,482.22	86,418.27	9.17%
04-BOARD DESIGNATED FUND BAL	45,000.42	90,000.84	45,000.42	100.00%
05-SALE OF 25% OF PARSONAGE	0.00	0.00	0.00	0.00%
Minor 99, FUND BALANCE	987,064.37	1,118,483.06	131,418.69	0.00%
Subtotal Equity	987,064.37	1,118,483.06	131,418.69	0.00%
Fund Balance				
Totals for Fund Balance	254,796.22	270,554.34	15,758.12	6.18%
Total Fund Balance/Equity	1,241,860.59	1,389,037.40	147,176.81	11.85%
Total Liability and Fund Balance	1,228,501.26	1,968,048.02	739,546.76	60.20%