

CHRIST THE KING LUTHERAN CHURCH
Council Meeting Minutes
November 21, 2011

The Council met on November 21, 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, Deb Cantrell, Ernie Ferguson, Kary Froscheiser, Bill Hiatt, Donna Kiffe, Mitch Neaves, Peter Saba, Charles Schwab, Liz Spoto, and Victoria Wagner. Absent were: Tom Cooper, Mike Swineford, and David Whelan. Alan Rupp also attended the meeting.

The Council gathered initially in the sanctuary. Rev. Bradford led a devotional based on the "Power Surge" program he has been introducing to the congregation. He discussed the need for an outward focus, inclusiveness, and listening. He encouraged the Council to reflect these values.

Peter Saba called the business portion of the meeting to order in Luther's Lounge.

Minutes of the October meeting were tabled for approval at the next meeting, with the understanding that Council members would apprise the Secretary of any necessary changes. No changes having been communicated, a copy of the minutes is attached.

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

- * noted a slight increase in attendance compared to the same period in the prior year;
- * discussed the relocation of the Synod offices to a church near Judiciary Square in Washington, D.C., resulting in a significant financial savings;
- * discussed the Synod's decision to close the Belmont Ridge mission church; and
- * noted upcoming special services, including the November 22 Thanksgiving service, which was open to the Great Falls Ecumenical Council, and noon and 7:30 p.m. eucharists on Wednesdays during Advent.

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

- * noted that she has moved to Great Falls;
- * discussed plans for an upcoming confirmation camp planning meeting;
- * noted that she had attended a lecture on suicide after-care;

- * reported that the pie auction raised approximately \$1200 to help fund the summer youth trip to New Orleans and discussed plans for additional fundraising events for this trip (sales of butter braids and a rummage sale in May 2012);
- * discussed the possibility of a "cardboard city" on the Great Falls Village Green to raise awareness of and funds for relief of homelessness, an event being considered by the Great Falls Ecumenical Council;
- * stated that there would soon be training for acolytes and crucifers; and
- * reported that she had attended a Via de Cristo weekend and found it moving and worthwhile.

Mike Swineford was absent and there was no Office Management Report.

Bill Hiatt presented the Treasurer's Report. A copy is attached. Mr. Hiatt:

- * noted that as of Oct. 31 the church was at 81.01% of income and 85.84% of expenditures as compared to the 83.0% point in the 2011 annual budget;
- * noted that in October the church had a positive cash flow of \$4280.33;
- * noted that for 2011 pledged contributions are approximately \$40,000 below expected revenues;
- * stressed the need to watch spending carefully for the remainder of 2011, as the church has only about \$40,000 in cash reserves;
- * noted that contract cleaning costs incurred with the recently acquired new cleaning service will be \$15,000 per year higher than the costs of the prior cleaning service;
- * announced the initiation of the 2012 budget process, with plans for circulation of relevant spreadsheets and other information to committee chairs in the first week of December; and
- * discussed his goal -- and CTK's need for -- cash reserves of \$75,000 to cover monthly expenses and a reasonable portion of dedicated accounts.

Mr. Hiatt's notation of the increased cleaning costs prompted broader discussion of the need for a process entailing review and prior approval of items that will result in a significant expenditure or increase in ongoing costs above specified levels. It was agreed that the Executive Committee would address this issue and make recommendations to the Council. There was also discussion of the possibility of finding a cheaper cleaning service that would still provide enhanced quality. Mitch Neaves stated that he new of a possible alternative.

There was no report from the Executive Committee.

Rev. Bradford noted that the Congregational Life Committee does not have a chair, is not currently functioning, and may be discontinued.

Donna Kiffe presented the Fellowship Report. Ms. Kiffe noted that the Fall Festival had to be held indoors but was successful notwithstanding the wet weather, with about 150 people in attendance and generous contributions in a giving basket helping to fund the event. She discussed plans for a brunch in November prepared by the Evans, Kennedy, and Swineford families, as well as plans for the December 10 Christmas party hosted by the Murphys.

Kary Froscheiser presented the Finance & Insurance Report. He discussed the upcoming budget process and noted that in the last two years CTK has received about 90% of pledged contributions. There was discussion and approval by the Council of Rev. Bradford sending a letter to the congregation encouraging end-of-year giving, with the Council to review and comment on the letter prior to its mailing in early December. (The letter was sent as planned.)

Liz Spoto presented the Learning Report. Ms. Spoto noted that the children's Christmas program would be on December 18 at the 11:00 a.m. service. She also discussed the King's Kids Preschool ("KKP") and noted the following: enrollment is slightly down; KKP has operated at a loss during the past two months but has reserves to cover these losses; tuition will be raised in January 2012 to a level on par with the St. Francis Creche preschool; KKP has initiated an after-school Spanish class and is considering other programs after the usual preschool day, including possibly a mobile computer lab using iPads; and KKP is considering an internet marketing initiative.

Tom Cooper submitted a written Property Report in his absence. A copy is attached. There was discussion of the improved quality of the new cleaning service, work on the courtyard drainage system (to be paid for in 2012), and termination of the Math Camp's use of church facilities because it was determined that the Math Camp is a for-profit enterprise.

Victoria Wagner presented the Witness Report. She noted that nine new families had joined Christ the King in the last two months.

Mitch Neaves presented the Staff Relations Report. He suggested moving the December Council meeting to December 20 to accommodate Rev. Bradford's day off being on Monday Dec. 19, which the Council approved. Mr. Neaves also noted that donations were being collected for CTK staff Christmas gifts.

Juli Benson presented the Service Report. Ms. Benson presented a list of upcoming service events. A copy is attached. She also discussed the possibility of relinquishing approximately \$8,000 of unspent funds in her committee's budget as a means of addressing CTK's financial condition. If spent, the money would be used to make end-of-year donations to various organizations that CTK traditionally has supported. It was agreed that this proposal would be considered and prayed upon and discussed at the next Council meeting. There also was discussion of taking advantage of a matching contribution program offered by Thrivent to

benefit Habitat for Humanity, with CTK making a \$500 contribution that would be 100% matched.

Charles Schwab presented the Worship & Music Report. Mr. Schwab reported a positive response to the outstanding organ recital performance by Andrew Dobos. He also noted that he was working with Steve Wilson to include members of the Senior High youth as lectors in the Sunday services.

There was no Youth report.

Ernie Ferguson presented the Stewardship Report. He noted that 50 pledges had been received, as compared to 31 at the same time last year, and stated his desire to exceed the 85 and 91 total pledges in 2010 and 2009 respectively. Mr. Ferguson noted that follow-up announcements would be made to encourage pledges.

It was agreed that the CTK annual meeting will be held on January 15 after the 11:00 service.

The meeting was then adjourned.