

Big Timber Lutheran Church Council Meeting Agenda
December 16, 2019

"Modeling Christ Jesus, Sharing his love, Glorifying God"

- 1.) Call to order
- 2.) Devotions –Natalie.
- 3.) Examples of fulfilling our mission
- 4.) Minutes of previous meeting: 11/14 2019
- 5.) Treasurer's report
- 6.) Committee reports
 - a. Pastor's report
 - b. Music and Worship
 - c. Education
 - d. Mission
 - e. Property Committee:
 - f. President's correspondence
- 7.) Old Business
 - a. New Council members
 - b. Annual meeting January 26th 2020. There will be a short meeting to elect new officers after the Annual meeting.
 - c. Youth Group Fundraiser.
- 8) New Business
 1. Next meeting January 9th 2020, Thursday 7:00pm
 2. Devotions led by:
 3. Adjourn with The Lord's Prayer

BTLC Council Meeting Minutes
December 16, 2019

Present: Pastor Julia Seymour, Steve Harvey, Becky Laverell, Ron Riter, Natalie Rosebrock, Deb Silverstein and Debbie Buerkle.

Absent: Becky Frese, Eunice Kirkpatrick, Boe Parker and Barb Terland

President Steve Harvey called the meeting to order.

Devotions led by Natalie Rosebrock.

Examples of fulfilling our Mission:

- Christmas Tea on Thursday, December 12th.
- The Youth Group made Krumkake for their Fundraiser
- BTLC hosted the Christmas Concert on Sunday, December 15th.

Ron Riter moved to approve the Minutes from the November 9th meeting. Steve Harvey seconded the Motion, Minutes were approved.

Treasurer's Report:

- Offerings for the first 3 Sundays in December came to \$14,681.00 and there is still 2 Sundays left.
- Debbie received the bill for the internet in the amount of \$530.56, which is \$216.00 over the budgeted line item. It was agreed to take the \$216 out of Music & Worship.
- The bill from Gutter Solutions is \$3613.75, \$1000 less than originally quoted. It was decided to pay this expense out of the rental money instead of the Endowment Fund.

Debbie Silverstein made a Motion to approve the Treasurer's Report. Natalie seconded. The Treasurer's Report was approved.

Committee Reports:

Pastor Julia's Report:

- Pastor Julia did not attend the Community meeting on Thursday, December 5th regarding the old High School site. The people working on the proposals are from or working with St. Mark's Episcopal Church. She recommended that BTLC be partners in this endeavor. Jamie Moody can come and speak to us about their plans. The Committee meets every Wednesday morning. She cannot attend these meetings due to a prior commitment but suggested that a member of the Council and/or a member of the congregation attend these meetings.
- We made it through a year of transition and many funerals. At the end of the year, Pastor Julia will be summarizing the year's activities for the report to send to the ELCA. It would be good to try to shift from maintenance mode to mission mode in 2020. Things like concessions at the rodeo are a great example of this.
- Pastor Julia would like to move her office to the larger office at the west end of the hall. The larger office will need to be cleaned out and get rid of the desk in it and move the wooden desk in her present office to the other office. She recommended turning the smaller room into a lending library for the church or a display room for some of the church's artifacts and history books. Ron suggested not getting rid of the large desk but storing it somewhere.

Music and Worship Committee Report: Series on Discipleship is prepared through the Epiphany which will lead into the season of the Lord's Prayer through Lent.

Education Committee:

- Sunday school is going well.
- Bible Study will reconvene on Thursdays at noon in January starting with the Book of Amos.
- There was a lengthy discussion on Confirmation Classes and recruiting confirmands from 6th Grade. It was suggested getting a list of potential students and send out notices. It was also suggested hosting an event and bring a friend.

Mission Committee: Nothing to report.

Property Committee:

- Rain gutters and heat tape have been installed
- Cabinets for the kitchen renovation will be ordered Tuesday, December 17th.
- Renovation scheduled to start at the end of January. There are plenty of volunteers to help.

President's Correspondence: No new correspondence at this time.

Old Business:

- Recruiting new Council Members: Steve talked to Jillian Whalin and she is not quite sure this is something she wants to do at this time. Becky Frese spoke with Bailey Finn and she seems excited about the prospect of being on the Council. It was recommended that we get 3 adults for a three-year term (to replace Eunice Kirkpatrick and Boe Parker) and 2 youths for a one-year term. Further discussions tabled for the next meeting.
- The Youth Group Fundraiser went well.
- For the congregational members who give electronically each month, Ron suggested getting laminated cards made up that say "I give electronically" to place in the offering basket on Sundays. It was agreed that this was a good idea.

New Business:

Council discussed the Church Budget for 2020. Ron Riter moved to approve the 2020 Proposed Budget. Becky Laverell Seconded the Motion. The Proposed Budget for 2020 was approved. The 2020 Proposed Budget will be ready for distribution to the Congregation beginning the 12th of January.

The next meeting will be Thursday, January 9th at 7:00pm. Pastor Julia will lead devotions.

The meeting was adjourned with the Lord's Prayer.

Respectfully submitted,

Deb Silverstein

| 2016 Offering | | 2017 Offering | | 2018 Offering | | 2019 Offering | |
|----------------------|---------------------|----------------------|---------------------|----------------------|---------------------|----------------------|---------------------|
| Jan. | \$ 13,203.00 | Jan. | \$ 11,382.82 | Jan. | \$ 8,859.25 | Jan. | \$ 9,854.00 |
| Feb. | \$ 10,861.25 | Feb. | \$ 10,691.75 | Feb. | \$ 8,360.25 | Feb. | \$ 9,034.85 |
| March | \$ 14,048.82 | March | \$ 11,996.50 | March | \$ 11,809.32 | March | \$12,831.85 |
| April | \$ 10,701.00 | April | \$ 16,468.17 | April | \$ 13,146.70 | April | \$16,911.51 |
| May | \$ 13,787.00 | May | \$ 11,711.00 | May | \$ 9,576.00 | May | \$ 8,864.40 |
| June | \$ 10,542.38 | June | \$ 7,993.00 | June | \$ 8,551.00 | June | \$ 9,584.85 |
| July | \$ 10,883.00 | July | \$ 12,469.60 | July | \$ 16,100.00 | July | \$ 9,457.64 |
| Aug. | \$ 9,296.45 | Aug. | \$ 10,873.50 | Aug. | \$ 11,664.00 | Aug. | \$ 8,293.32 |
| Sept. | \$ 10,332.81 | Sept. | \$ 8,976.00 | Sept. | \$ 15,523.95 | Sept. | \$18,272.05 |
| Oct. | \$ 13,646.60 | Oct. | \$ 11,965.00 | Oct. | \$ 12,284.50 | Oct. | \$10,174.15 |
| Nov. | \$ 12,151.00 | Nov. | \$ 9,272.13 | Nov. | \$ 9,701.00 | Nov. | \$14,856.40 |
| Dec. | \$ 20,672.56 | Dec. | \$ 17,322.00 | Dec. | \$ 20,858.00 | | |
| Total | \$150,125.87 | Total | \$141,121.47 | Total | \$146,433.97 | Total | \$128,135.02 |

| | | |
|--------------------|---|--------------|
| Other Funds | Memorial Money – Savings (Citizens) | \$ 26,561.62 |
| | Money Market – Opportunity | \$116,975.39 |
| | Operating | \$16,295.02 |
| | Sunday School | \$ 5,162.10 |
| | Youth Scholarships | \$ 1,940.27 |
| | Rental Account | \$13,767.01 |
| | Youth Camp | \$ 1,548.86 |
| | Estate Money | \$78,212.02 |
| | Melanie Seminary | \$ 50.11 |
| | Activity on Money Market Account | |
| | Withdrawal - \$1300.44 (Rental Account) (Real Estate Taxes) | |
| | Deposit - \$850 (Rental Account) | |
| | Interest - \$13.06 | |

Thrivent Funds as of 10-31-19 \$ 57,498.98

| | | |
|--|--------------------------------------|--------------------|
| 10.5% of offering for Benevolence | | \$13,454.18 |
| 4-24 | Freedom Christ Prison Ministry | \$ 140.00 |
| 4-24 | SG Cancer Alliance | \$ 500.00 |
| 4-24 | ELCA – Good Gifts | \$ 415.00 |
| 4-30 | Garfield County Fire Foundation | \$ 275.00 |
| 4-30 | PMC – Mental Health | \$ 330.00 |
| 4-30 | ELCA | \$ 2500.00 |
| 8-14 | Big Timber Fire Department | \$ 250.00 |
| 8-14 | Hearts & Hands | \$ 250.00 |
| 8-14 | Family Service of Billings | \$ 250.00 |
| 8-14 | St. Jude’s Children’s Research Hosp. | \$ 250.00 |
| 9-17 | Sweet Grass Community Foundation | \$ 1500.00 |
| 10-7 | ELCA | \$ 2500.00 |
| 10-21 | Montana Rescue Mission | \$ 500.00 |
| 10-21 | Family Promise | \$ 500.00 |
| 10-21 | Lutheran World Relief | \$ 240.00 |
| | TOTAL | \$10,400.00 |
| | Balance to ELCA | \$1,727.09 |
| | Balance to Other | \$1,327.09 |

Big Timber Lutheran Church

12/10/2019 4:57 PM

Register: checking

From 11/01/2019 through 11/30/2019

Sorted by: Date, Type, Number/Ref

| Date | Number | Payee | Account | Memo | Payment | C | Deposit | Balance |
|------------|--------|--------------------------|---------------------------|---------|----------|---|----------|-----------|
| 11/04/2019 | DEP | | 101 · Tithes/Offerings | Deposit | | | 3,742.00 | 2,849.21 |
| 11/04/2019 | DEP | | 107 · In and Out | Deposit | | | 215.00 | 3,064.21 |
| 11/09/2019 | DEP | | 118 · Misc. Income | Deposit | | | 212.24 | 3,276.45 |
| 11/09/2019 | Debit | Google Apps | 66 · Office Supplies | | 18.00 | | | 3,258.45 |
| 11/09/2019 | 12856 | Melanie Forrey | 08 · Seminarian Support | | 300.00 | | | 2,958.45 |
| 11/09/2019 | 12857 | Debbie Buerkle | 26 · Youth Group | | 38.97 | | | 2,919.48 |
| 11/10/2019 | DEP | | 101 · Tithes/Offerings | Deposit | | | 7,063.00 | 9,982.48 |
| 11/13/2019 | 12858 | Touch of Sunshine | 10 · Music and Worship | | 56.50 | | | 9,925.98 |
| 11/13/2019 | 12859 | City of Big Timber | -split- | | 381.24 | | | 9,544.74 |
| 11/13/2019 | 12860 | Acc Hardware | 32 · Repairs and Maint... | | 22.73 | | | 9,522.01 |
| 11/13/2019 | 12861 | Ullman Lumber Co. | 32 · Repairs and Maint... | | 43.47 | | | 9,478.54 |
| 11/13/2019 | 12862 | Xerox | 62 · Copier | | 256.93 | | | 9,221.61 |
| 11/15/2019 | Debit | Amazon | 66 · Office Supplies | | 11.99 | | | 9,209.62 |
| 11/15/2019 | 12863 | Julia Seymour | -split- | | 1,811.55 | | | 7,398.07 |
| 11/17/2019 | DEP | | 101 · Tithes/Offerings | Deposit | | | 1,826.00 | 9,224.07 |
| 11/24/2019 | DEP | | 101 · Tithes/Offerings | Deposit | | | 1,565.00 | 10,789.07 |
| 11/29/2019 | DEP | | 101 · Tithes/Offerings | Deposit | | | 660.40 | 11,449.47 |
| 11/29/2019 | 12864 | Julia Seymour | -split- | | 1,811.55 | | | 9,637.92 |
| 11/29/2019 | 12865 | Melanie Forrey | 70 · Administrative As... | | 990.32 | | | 8,647.60 |
| 11/29/2019 | 12866 | Leslie Schiele | 12 · Organist Salary | | 219.64 | | | 8,427.96 |
| 11/29/2019 | 12867 | Bobbie Starkweather | 34 · Custodial Wages | | 532.78 | | | 7,895.18 |
| 11/29/2019 | 12868 | Debbie Buerkle | 74 · Treasurer's Salary | | 170.16 | | | 7,725.02 |
| 11/29/2019 | 12869 | Julia Seymour | 84 · Auto Expenses | | 88.28 | | | 7,636.74 |
| 11/29/2019 | 12870 | Portico Benefit Servi... | -split- | | 2,045.71 | | | 5,591.03 |
| 11/30/2019 | DEP | | -split- | Deposit | | | 177.86 | 5,768.89 |
| 11/30/2019 | 12871 | City of Big Timber | -split- | | 375.76 | | | 5,393.13 |
| 11/30/2019 | 12872 | Northwestern Energy | -split- | | 766.79 | | | 4,626.34 |
| 11/30/2019 | 12873 | Conner's Concrete | 32 · Repairs and Maint... | | 72.00 | | | 4,554.34 |
| 11/30/2019 | 12874 | Triangle Telephone | -split- | | 228.74 | | | 4,325.60 |
| 11/30/2019 | 12875 | Debbie Buerkle | -split- | | 217.80 | | | 4,107.80 |
| 11/30/2019 | 12876 | ELCA World Hunger | 107 · In and Out | | 215.00 | | | 3,892.80 |

PROFIT & LOSS Budget vs. ACTUAL

January through November 2019

| | Jan - Nov 19 | Budget | \$ Over Budget | % of Budget |
|------------------------------------|-------------------|--------------------|-------------------|--------------|
| Income | | | | |
| 101 · Tithes/Offerings | 128,135.02 | | | |
| 106 · Transfers | 5,500.00 | | | |
| 107 · In and Out | -113.58 | | | |
| 116 · Donations | 695.60 | | | |
| 118 · Misc. Income | 3,938.88 | | | |
| Total Income | 138,153.72 | | | |
| Expense | | | | |
| 02 · Benevolent Contributions | 10,400.00 | 14,700.00 | -4,300.00 | 70.7% |
| 04 · Christikon | 1,000.00 | 1,000.00 | 0.00 | 100.0% |
| 05 · Flathead Bible Camp | 500.00 | 500.00 | 0.00 | 100.0% |
| 06 · St. John's Ministries | 1,000.00 | 1,000.00 | 0.00 | 100.0% |
| 08 · Seminarian Support | 1,064.70 | 1,000.00 | 64.70 | 106.5% |
| 10 · Music and Worship | 1,234.75 | 2,500.00 | -1,265.25 | 49.4% |
| 12 · Organist Salary | 3,178.28 | 4,000.00 | -821.72 | 79.5% |
| 14 · Organist Social Security | 192.78 | 350.00 | -157.22 | 55.1% |
| 16 · Education Materials | 1,149.36 | 1,500.00 | -350.64 | 76.6% |
| 18 · Conventions - Lay Delegates | 861.14 | 1,000.00 | -338.86 | 86.1% |
| 22 · Evangelism | 927.78 | 1,000.00 | -72.22 | 92.8% |
| 24 · VBS | 2,121.23 | 2,500.00 | -378.77 | 84.8% |
| 25 · Sunday School | 424.35 | 500.00 | -75.65 | 84.9% |
| 26 · Youth Group | 393.87 | 2,500.00 | -2,106.13 | 15.8% |
| 27 · Misc. and Other | 1,498.62 | 2,500.00 | -1,001.38 | 59.9% |
| 28 · Utilities | 4,607.49 | 5,500.00 | -892.51 | 83.8% |
| 29 · Telephone & Internet | 1,544.25 | 2,000.00 | -455.75 | 77.2% |
| 30 · Water/Sewer/Garbage | 2,337.76 | 3,000.00 | -662.24 | 77.9% |
| 32 · Repairs and Maintenance | 5,412.33 | 6,000.00 | -587.67 | 90.2% |
| 34 · Custodial Wages | 6,137.82 | 11,000.00 | -4,862.18 | 55.8% |
| 36 · Custodial Social Security | 396.57 | 900.00 | -503.43 | 44.1% |
| 40 · Insurance Expense | 6,697.00 | 6,697.00 | 0.00 | 100.0% |
| 44 · Parsonage Maintenance/Repair | 1,220.00 | 3,000.00 | -1,780.00 | 40.7% |
| 46 · Parsonage Utilities | 1,793.33 | 2,000.00 | -206.67 | 89.7% |
| 48 · Parsonage Telephone | 968.11 | 1,000.00 | -31.89 | 96.8% |
| 50 · Parsonage Water/Sewer/Garbage | 1,246.20 | 2,000.00 | -753.80 | 62.3% |
| 54 · Second Parsonage Maintenance | 266.97 | 2,000.00 | -1,733.03 | 13.3% |
| 56 · Second Parsonage Utilities | 688.67 | 1,300.00 | -611.33 | 53.0% |
| 60 · Second Parsonage Wtr/Sew/Garb | 1,258.43 | 1,800.00 | -541.57 | 69.9% |
| 62 · Copier | 3,333.89 | 4,500.00 | -1,166.11 | 74.1% |
| 66 · Office Supplies | 1,082.51 | 2,000.00 | -917.49 | 54.1% |
| 67 · Office Equipment or Software | 0.00 | 1,000.00 | -1,000.00 | 0.0% |
| 68 · Postage and Delivery | 289.25 | 700.00 | -410.75 | 41.3% |
| 70 · Administrative Assistant | 11,804.11 | 13,520.00 | -1,715.89 | 87.3% |
| 72 · Administrative A. Social S. | 775.62 | 1,100.00 | -324.38 | 70.5% |
| 74 · Treasurer's Salary | 2,000.85 | 2,250.00 | -249.15 | 88.9% |
| 75 · All Employees Unemployment | 210.13 | 1,000.00 | -789.87 | 21.0% |
| 76 · All Employees Workers Comp. | 783.38 | 1,500.00 | -716.62 | 52.2% |
| 78 · Pastor Health Insurance | 6,662.81 | 8,700.00 | -2,037.19 | 76.6% |
| 80 · Pastor Salary | 36,501.74 | 39,820.00 | -3,318.26 | 91.7% |
| 81 · Pension Plan | 6,942.54 | 8,000.00 | -1,057.46 | 86.8% |
| 82 · Social Security Offset | 3,352.36 | 3,657.00 | -304.64 | 91.7% |
| 83 · Housing Equity | 1,452.00 | 1,584.00 | -132.00 | 91.7% |
| 84 · Auto Expenses | 2,495.78 | 3,500.00 | -1,004.22 | 71.3% |
| 85 · Continuing Education | 758.05 | 700.00 | 58.05 | 108.3% |
| 86 · Conventions | 369.44 | 775.00 | -405.56 | 47.7% |
| 87 · Pastor's Professional Expense | 616.05 | 1,000.00 | -383.95 | 61.6% |
| 88 · Moving Expense | 3,000.00 | 3,000.00 | 0.00 | 100.0% |
| 90 · Supply Pastor | 220.00 | 900.00 | -680.00 | 24.4% |
| 91 · Supply Pastor Auto Expense | 150.34 | 800.00 | -649.66 | 18.8% |
| Total Expense | 143,122.64 | 184,753.00 | -41,630.36 | 77.5% |
| Net Income | -4,968.92 | -184,753.00 | 179,784.08 | 2.7% |

I hope that we will use the majority of the time tonight to prepare the budget; thus, I am giving you my report in writing.

1) I did attend the Community meeting on Thursday, December 5 regarding the old High School site. The main people working on the proposals are from or working in conjunction with the Episcopal church across the street. It might be good for us (and the future of the site) for us to be partners in this endeavor. Jami Moody can come and speak to us about their plans, if we would like to discuss it. The committee meets each Wednesday morning, which is not a possible meeting time for me due to an already standing commitment. If we decide to participate (which I would recommend), it would be good to have a member of the council and/or a member of the congregation attend these meetings as regularly as possible and share information with the Council.

2) At the end of the year I will be summarizing our year's activities for the report that I (am required to) send to the ELCA. We made it through a year of transition and many funerals. It would be good to try to shift from maintenance mode (we've always done it this way) to mission mode (here's something we could try). Things like concessions at the rodeo are a great example of this.

3) I would like to shift from the smaller office at the east end of the hall to the larger office at the west end. In order to do this, we will need to clean out the larger office and get rid of the desk in it (which likely weighs 10K lbs). We can then move the wooden desk presently in the pastor's office down so I can continue to use that nicer desk. The small room could then become a lending library for the church or a display room for some of the church's artifacts and history books (recommended).

Respectfully submitted,

Pastor Julia