

# Lutheran Church of the Resurrection

## Finance Committee Meeting Minutes

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*Tuesday, March 24, 2020 at 6:00 p.m. (on-line meeting)*

### Attending:

Dawn Jacobson  
Paul Rossmann

Leah Krueger  
Mary Schinkowitch

Kim Mohalley  
Jay Weiss

Pastor Karen Pahl

1. Leah reviewed the February Financials:
  - YTD differences from budget due to pacing: Postage (\$560 over budget), Pastor Travel Allow. (\$314 over budget), and Church Insurance (\$3,875 under budget).
  - Intern John's Travel expense for February of \$412.85 is due to seminary mileage to Minnesota per Pastor Karen. The \$412.85 was not budgeted.
  - Dedicated Funds Facilities Maintenance: The \$7,725.50 February expense is ½ of the Carpet cost.
2. Carpeting Update: Pastor received two quotes for the asbestos removal
  - Integrity Environmental total of \$10,737. \$10,237 for gathering area, hallway, conference room & nursery and an additional \$500 for third party air quality test after removal is completed. Pastor Karen's was happy with this company's work at her previous church.
  - Absolute DKI total of \$23,647.50 for the gathering area, hallway, and nursery.

**Finance Committee Recommendation:** Prefer to go with Integrity given Pastor's experience with this company, cost, and inclusion of conference room. Costs should come from Dedicated Funds Facilities Maintenance (017-99-00-49) which would then have a remaining balance of \$12,060.62 (Feb Balance \$30,523.12 – second ½ carpet \$7,725.50 – asbestos removal \$10,737).

3. Clean up Septic valve: Pastor explained the septic issue is due to roots are growing into the septic system. Two trees have been removed to help this situation. It is the recommendation that the septic valve be moved to outside the church to have easier access. This will reduce expense of removing toilet and other added costs with septic issues which have been on-going for past two years. Cost for this is around \$3,000.

**Finance Committee Recommendation:** If this expense is approved by Council, the cost should be charged to Building Repairs (016-80-04-07). Given potential finance impact of COVID-19, could this wait for a decision until later in the year?

4. COVID-19 Virus financial impact:
  - Pastor explained that giving for last week church service had not been counted yet. On-line giving was slightly higher with 45 giving units giving an average of \$6,500 (slightly less than 1/3).

**Actions:** **Paul** will coordinate with Cheryl to count the offering for last week. They will report the results to the Finance Committee.

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- Salaries are being paid for staff but not for those paid on a per service basis. Examples of 'per service paid' support is band members, flutist, projectionist, sound system support. Jack S. has offered to take an unpaid leave during this time. Custodians are all reduced with only Marc having limited hours.
- As a church we currently require 2 signatures for \$500 or above with Leah, Linda or Tony being the second signature although this is not required by the bank. Obtaining two signatures is causing difficulty with the COVID-19 distance restrictions.

**Finance Committee Decisions:** During this time, verbal (via phone or on-line) review of the checks can take place and will not require second signature.

- Jay commented that our cash assets are in good shape.
- The Call process for Intern John is on hold due to the virus situation.

### 5. Youth Financial/Scrip moving to Cheryl

- Dori is looking into having a "local" mission trip.
- Summer Camp is under review depending on the length of the COVID-19 situation.

**Actions:** **Leah** will work with Cheryl on transferring the responsibilities for Scrip and **Paul** will do the same for the Youth Financials.

### 6. Other items:

- **Jay** has agreed to continue to be the coordinator for the Counting teams.

**Finance Committee is considering wording as follows:** Counting teams should not include more than 2 family/relatives. This should include the team lead. Family/relative includes spouses, sisters/brothers, children, parents, grandparents, aunts/uncles (all of these include "in-laws" as well).

**Actions:** **All** review wording. Send changes to Dawn for review at next meeting.

- Pastor and Jay had a difficult time with a fraudulent credit card issue at ECU. **Jay** will work with the banks to review options for another credit card service.
- Pastor identified that the license for hymns was not being paid (stopped in 2009). This charge is around \$350 for the worship service plus will need to add \$125 for the streaming licenses. The \$475 was not budgeted. Going forward this should be included in Worship as a separate line item.

### 7. Next Meeting: We will watch closely the financial situation and call the next meeting as needed.

### 8. Closing Prayer: Pastor Karen with meeting ending at 7:30 p.m.