

**Campus Lutheran Church - Fall Congregational Meeting Agenda
November 12, 2023**

Opening Prayer

Approval of Agenda

Approval of [Spring Congregational Meeting Minutes](#)

Approval of [Special Call Meeting Minutes - Oct 2023](#)

Pastor's Report

Treasurer's Report

Endowment Board Report

State of Campus –

1. Staffing
2. Governance
 - [Ministry Team Charters-Volunteer Director Descriptions](#)
 - Education Ministry Team
 - Parish Fellowship Ministry Team
 - Social Ministry Team
 - Student Ministry Team
 - Youth Ministry Team
 - Church Property Director
 - Stewardship Facilitator
 - [New Policy Manual](#)
3. Cell Tower Lease
4. Pending Projects
 - Sanctuary Lighting
 - Sanctuary Windows
 - Main Door – handicap accessible
 - Organ Repairs
 - Meeting Minutes & Other Communications
 - campuslutheran.org/meeting
 - campuslutheran.org/financial
 - campuslutheran.org/shared

Old Business –

New Business

1. Housing Allowance for Called Staff
2. 2024 Spending Plan
3. Change to Endowment Fund By-laws (Section 4.1.2): Substitute Financial Secretary for Chair of the Board of Stewardship.
4. Use of Endowment Board Disbursement – scholarships for short term mission trip or Best Practices conference.

Closing Prayer

Pastor's Report – November 12, 2023

MEMBERSHIP CHANGES since SPRING 2023 CONGREGATIONAL MEETING

Deaths:

Neal Heermann, Lucinda Kirchhoff, Lindy Holley, Elizabeth (Betty) Stuenkel, David Berg

Baptisms:

April Hang Du – August 21, 2023

Adult Confirmation, Profession of Faith:

Wes, Keri, and Madelyn Dyer; Andrew Notch; Christa Nebel

Transfer In:

Michael Nebel – Trinity Lutheran Church, Lincoln, NE

Roger and Geneva Janovsky – Faith Lutheran Church, Branson, MO

Transfer Out:

Thomas, Sarah, William, and Elizabeth Senter – Trinity Lutheran Church, Jefferson City, MO

New Governance Structure

Earlier this year Campus Lutheran began operating under a new governance structure. Instead of a Church Council that included both elected officers and elected ministry Board Chairs, our Council now consists of our elected officers, the Chair of the Elders, and one At-Large member. What used to be our various Boards have, for the most part, been re-organized as Chartered Ministry Teams or Volunteer Director positions. The church staff works closely with the ministry teams and volunteers to help coordinate our congregation's various ministries and to help us remain aligned to our mission of "Living and sharing the transforming love of Christ by reaching *UPWARD* in reliance on God the Father, Son and Holy Spirit as the source of our life, purpose, and salvation; *OUTWARD* to those who have not yet heard or experienced the Good News of God's life-saving love for them in His Son, Jesus Christ; and *INWARD* to support, encourage, and build one another up as brothers and sisters in Christ as we live out His calling for our lives."

While we are all still learning how to serve together in new ways, our journey forward under this new model of ministry is off to a great start. Here are some highlights to help you understand how our new system works:

Weekly Staff Meetings – Our staff (me, Pastor James Lanning, Vicki Smith, Beth Greimann, Hope Kane, Alex Hopfer) currently meets on Tuesdays at 8:00 a.m. We rotate leading devotions and prayers for our congregation. In addition to providing a structured time for communication and coordination, our weekly staff meetings help us keep our ministries aligned with the mission and vision of the congregation.

Ministry Teams – Since the adoption of the new governance structure the following ministry teams have been chartered: Student Ministry Team (Deanna Leimbach, Chairperson), Youth Ministry Team (Luke Lilienkamp & Jen Pierce, Co-Leaders), Social Ministry Team (Sarah Pellis, Chairperson), Parish Fellowship Team (Chris Vaughn, Chairperson), Education Ministry Team (Mary Ellen Lohmann, Chairperson). Ministry team charters are renewed annually. There is also flexibility to amend team charters and to add or remove teams as the needs of the congregation change.

Volunteer Directors – Mark Brakhane serves as the Church Property Director, and Rachel Skrabal serves as our Stewardship Facilitator. Volunteer director roles are for one-year commitments.

MAPS: Ministry Action Plans – Various short-term and long-term ministries happen at Campus Lutheran throughout the year. Some are extensions of chartered ministry teams, and some are not. Ministry Action Plans (MAPS) are designed to give ministries, projects, and events accountability and to help ensure that they are aligned with the congregation's mission and vision.

Church Council and Board of Elders – The Church Council is entrusted with governance oversight of the congregation, working with the pastor to ensure that the congregation is living out its mission and that the operations of the church are being carried out. The Board of Elders is focused on the spiritual life of the congregation and assists with and supports our worship services.

We give thanks for all who serve the Kingdom of God through the ministries of Campus Lutheran!

+Serving Christ with you+



Living and sharing the transforming love of Christ

Treasurer's Report

Campus Lutheran Church

Statement of Activities

General Operating Fund
For the period of 01/01/2023 to 09/30/2023

Account Name	Actual	YTD Budget	Annual Budget
<u>Income</u>			
<u>Giving Income</u>			
Envelope/Plate Offerings	211,378.16	206,849.97	275,800.00
Simply Giving/Online Donations	113,286.30	117,749.97	157,000.00
Thank Offering	6,412.40	6,750.00	9,000.00
Flower Donations	1,418.00	1,874.97	2,500.00
Facility Use Donations	1,210.20	1,500.03	2,000.00
Miscellaneous Donations	2,764.54	1,500.03	2,000.00
Thrivent Choice	1,118.00	749.97	1,000.00
Total Giving Income	337,587.60	336,974.94	449,300.00
<u>Other Income</u>			
Cell Tower Income	11,489.58	11,497.50	15,330.00
Miscellaneous Income	7,314.28	10,125.00	13,500.00
Grants & Partnerships	19,583.31	20,999.97	28,000.00
Investment Income	472.79	72.72	97.00
Receipts from Endowment Fund	0.00	0.00	0.00
Total Other Income	38,859.96	42,695.19	56,927.00
Total Income	376,447.56	379,670.13	506,227.00
<u>Expense</u>			
Administration	13,427.84	14,819.94	19,760.00
Called Staff	110,806.50	137,657.34	183,543.00
Christian Education	6,584.71	7,125.03	9,500.00
Church Property	74,584.35	68,249.97	91,000.00
Communications	3,337.60	8,361.00	11,148.00
Fellowship	2,018.49	2,624.94	3,500.00
Non-Called Staff	87,973.70	88,031.97	117,376.00
Outreach	3,485.93	11,025.09	14,700.00
Social Ministry	0.00	2,625.03	3,500.00
Stewardship	439.88	562.50	750.00
Student Ministry	2,777.86	4,050.09	5,400.00
Worship Services	8,264.47	8,962.56	11,950.00
Youth Ministry	4,053.60	8,250.03	11,000.00
Total Expense	317,754.93	362,345.49	483,127.00
<u>Transfers</u>			
Debt Service	8,740.00	17,325.00	23,100.00
Total Transfers	8,740.00	17,325.00	23,100.00
Net Surplus (Deficit)	\$49,952.63	(\$0.36)	\$0.00

Campus Lutheran Church

Statement of Activities

Designated Funds

For the period of 01/01/2023 to 09/30/2023

Fund Name	Beginning Balance	Income	Expenses	Transfers to Other Funds	Net Increase (Decrease)	Ending Balance
General Fund	49,956.84	376,447.56	317,754.93	(8,740.00)	49,952.63	99,909.47
<u>Board Designated Funds</u>						
Benevolence Fund	948.24	1,225.69	1.06	0.00	1,224.63	2,172.87
Building/Property Improvement Fund	39,595.22	69,213.82	19,970.20	0.00	49,243.62	88,838.84
Circle of Friends Ministry Fund	357.33	0.00	0.00	0.00	0.00	357.33
Loaves & Fishes Fund	3,467.83	0.00	3,467.83	0.00	(3,467.83)	0.00
Mission Trips (Other) Fund	11,793.29	100.00	100.00	0.00	0.00	11,793.29
Mission Trip (Alaska) Fund	16,213.64	16,765.58	12,915.59	0.00	3,849.99	20,063.63
Mission Trip (Spring Break) Fund	3,065.03	864.00	0.34	0.00	863.66	3,928.69
Student Ministry Fund	4,181.64	5,212.06	2,542.22	0.00	2,669.84	6,851.48
Youth Ministry Fund	21,907.87	1,967.43	0.00	0.00	1,967.43	23,875.30
Funeral Luncheons Fund	874.79	95.00	477.89	0.00	(382.89)	491.90
International Ministry Fund	0.00	10,700.00	111.97	0.00	10,588.03	10,588.03
Total Board Designated Funds	102,404.88	106,143.58	39,587.10	0.00	66,556.48	168,961.36
<u>Donor Restricted Funds</u>						
Endowment Fund donations	0.00	6,200.00	6,100.00	0.00	100.00	100.00
Furnishings Fund	150.00	0.00	0.00	0.00	0.00	150.00
Living Faith Garden Fund	752.01	100.00	0.00	0.00	100.00	852.01
Organ Fund	7,561.95	4,240.00	0.00	0.00	4,240.00	11,801.95
Technology Fund	0.00	0.00	0.00	0.00	0.00	0.00
Transform Campaign	707.60	1,080.00	0.00	(1,307.60)	(227.60)	480.00
Special Collections	7,556.88	11,748.85	13,895.89	0.00	(2,147.04)	5,409.84
Debt Retirement	338,384.66	655,882.18	0.00	(993,266.84)	(337,384.66)	1,000.00
Total Donor Restricted Funds	355,113.10	679,251.03	19,995.89	(994,574.44)	(335,319.30)	19,793.80
<u>Memorial Funds</u>						
Memorial fund - general	3,270.00	765.00	2,850.00	0.00	(2,085.00)	1,185.00
Don Hollenberg	2,120.00	0.00	0.00	0.00	0.00	2,120.00
David F. Manz	45.00	0.00	0.00	0.00	0.00	45.00
Rev. Kenneth & Lynn Frerking	1,135.11	0.00	0.00	0.00	0.00	1,135.11
Pascucci Memorial	200.00	0.00	0.00	0.00	0.00	200.00
Joyce Meador	100.00	0.00	0.00	0.00	0.00	100.00
David Kirchoff	125.00	0.00	0.00	0.00	0.00	125.00
Harold Lieurance	50.00	0.00	0.00	0.00	0.00	50.00
Kay Stivers	50.00	0.00	0.00	0.00	0.00	50.00
Gladys Hoffman	300.00	0.00	300.00	0.00	(300.00)	0.00
Total Memorial Funds	7,395.11	765.00	3,150.00	0.00	(2,385.00)	5,010.11
Total Designated Funds	464,913.09	786,159.61	62,732.99	(994,574.44)	(271,147.82)	193,765.27
<u>Non-Cash Equity</u>						
Equity in Facilities	2,499,604.31	0.00	8,740.00	1,003,314.44	994,574.44	3,494,178.75
Total Non-Cash Equity	2,499,604.31	0.00	8,740.00	1,003,314.44	994,574.44	3,494,178.75
Total	3,014,474.24	1,162,607.17	389,227.92	0.00	773,379.25	3,787,853.49

Campus Lutheran Church
Statement of Financial Position
As of 08/31/2023

Assets

Bank

Commerce Bank (operating)	84,597.73
LCEF-Campus Lutheran	156,492.62
LCEF-Youth Group	1,428.10
Venmo	76.81

Total Bank	242,595.26
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Other Current Assets

LCEF Certificate of Deposit	50,000.00
Prepaid Insurance	3,835.23
Prepaid Expense Cards	4,431.27

Total Other Current Asset	58,266.50
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Fixed Assets

Buildings	3,494,178.75
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Total Fixed Asset	3,494,178.75
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Total Assets	3,795,040.51
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Liabilities

Short Term Liability

Accounts Payable	4,756.76
Credit Cards	2,430.26

Total Short Term Liability	7,187.02
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Long Term Liability

Lutheran Church Extension Fund	0.00
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Total Long Term Liability	0.00
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Total Liabilities	7,187.02
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Equity

Fund Balances

General Fund	99,909.47
Board Designated Funds	168,961.36
Donor Restricted Funds	19,793.80
Memorial Funds	5,010.11

Total Fund Balances	293,674.74
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Non-Cash Equity

Equity in Facilities	3,494,178.75
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Total Non-Cash Equity	3,494,178.75
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Total Equity	3,787,853.49
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Total Liabilities + Total Equity	3,795,040.51
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2024 BUDGET - *DRAFT*

Campus Lutheran Church
Council Approved 11/2/2023

Account Number	Account Name	Total
<u>Income</u>		
<u>Giving Income</u>		
4100	Envelope/Plate/Online Offerings	\$444,825.00
4140	Thank Offering	\$9,000.00
4320	Flower Donations	\$2,500.00
4325	Facility Use Donations	\$2,000.00
4330	Miscellaneous Donations	\$3,000.00
4510	Thrivent Choice	\$1,200.00
Total Giving Income		\$462,525.00
<u>Other Income</u>		
4150	Cell Tower Income	\$15,710.00
4390	Miscellaneous Income	\$10,000.00
4400	Grants & Partnerships	\$27,500.00
4500	Investment Income	\$1,500.00
Total Other Income		\$54,710.00
Total Income		\$517,235.00
<u>Expenses</u>		
<u>Administration</u>		
6225	Office Supplies	\$5,500.00
6240	Postage & Delivery	\$1,500.00
6250	Software & Support	\$8,000.00
6270	Synod/District Assessments	\$400.00
6440	Non-Staff Services	\$1,200.00
6450	Payroll Processing	\$1,200.00
6540	Bank Service Charges	\$2,500.00
	Misc. Administration Expense	\$500.00
Total Administration		\$20,800.00
<u>Church Property</u>		
6000	Utilities	\$37,000.00
6100	Repairs and Maintenance	\$20,000.00
6105	Security	\$480.00
6110	Insurance	\$18,000.00
6115	Equipment/Furniture	\$9,000.00
6215	Janitorial Supplies	\$2,500.00
	Custodial Services	\$18,700.00
	Misc. Property Expenses	\$1,000.00
Total Church Property		\$106,680.00

Expenses (Cont.)**Staff Expenses**

6300 Conferences/Workshops	\$3,000.00
6400 Salary (incl. Housing Allowance)	\$221,068.00
6415 Payroll Taxes	\$5,704.00
6420 Retirement Expense	\$18,753.00
6425 Health Insurance Expense	\$64,180.00
6430 Mileage	\$3,400.00
6305 Continuing Education	\$500.00
Miscellaneous Staff Expenses	\$1,000.00

Total Staff Expenses \$317,605.00

Ministry Expenses

6200 Supplies & Materials	\$5,850.00
6210 Communion Supplies	\$650.00
6220 Kitchen Supplies	\$1,300.00
6230 Worship Supplies	\$850.00
6235 Flowers	\$2,000.00
6245 Advertising/Publicity	\$1,650.00
6260 Books, Publications & Resources	\$4,000.00
6460 Guest Pastor/Speaker/Leader	\$2,500.00
6500 Misc. Ministry Expense	\$5,750.00
6505 Travel	\$0.00
6510 Food	\$5,200.00
6520 Copyright/Licensing	\$1,600.00
6610 Mission Work - Local	\$3,100.00
6620 Mission Work - National	\$6,000.00
6630 Mission Work - International	\$6,000.00
Ministry Support	\$15,000.00
6700 Program/Event Expenses	\$4,700.00

Total Ministry Expenses \$66,150.00

Total Expense \$511,235.00

Transfers to Designated Funds

To Youth - budget for Nat'l Youth Gathering	\$6,000.00
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Total Transfers to Designated Funds \$6,000.00

Net Surplus (Deficit) \$0.00

Staff Expenses										
		Called Staff			Non-Called Staff					
Account Number	Account Name	Senior Pastor	Director of Family Life	Student Worker #1	Student Worker #2	Office Assistant	Organist	Praise Team Leader	Director International Ministry	Total
6300	Conferences/Workshops	\$1,500.00	\$1,500.00							\$3,000.00
6400	Salary (incl. Housing Allowance)	\$94,535.00	\$51,960.00	\$6,000.00	\$6,000.00	\$36,450.00	\$8,358.00	\$11,765.00	\$6,000.00	\$221,068.00
6415	Payroll Taxes	\$0.00	\$0.00	\$459.00	\$459.00	\$2,788.00	\$639.00	\$900.00	\$459.00	\$5,704.00
6420	Retirement Expense	\$11,061.00	\$4,521.00			\$3,171.00				\$18,753.00
6425	Health Insurance Expense	\$36,797.00	\$13,785.00			\$13,598.00				\$64,180.00
6430	Mileage	\$2,400.00	\$1,000.00							\$3,400.00
6305	Continuing Education	\$250.00	\$250.00							\$500.00
	Misc. Staff Expenses	\$500.00	\$500.00							\$1,000.00
	Total Staff Expenses	\$147,043.00	\$73,516.00	\$6,459.00	\$6,459.00	\$56,007.00	\$8,997.00	\$12,665.00	\$6,459.00	\$317,605.00

Ministry Expenses														
	Ministry Tag Program Tag	Christian Education			Fellowship	Mission Support	Social Ministry	Programs		Student Ministry	International Ministry	Worship Services	Youth Ministry	
Acct #	Account Name		Grace Road	VBS					Celebration Sunday	MMatM				Total
6200	Materials & Supplies	\$2,000.00	\$2,000.00	\$1,350.00						\$500.00				\$5,850.00
6210	Communion Supplies											\$650.00		\$650.00
6220	Kitchen Supplies				\$1,300.00									\$1,300.00
6230	Worship Supplies											\$850.00		\$850.00
6235	Flowers											\$2,000.00		\$2,000.00
6245	Advertising/Publicity			\$400.00						\$500.00	\$750.00			\$1,650.00
6260	Books, Publications & Resources	\$3,000.00									\$500.00		\$500.00	\$4,000.00
6460	Guest Pastor/Speaker/Leader													
6500	Misc. Ministry Expense	\$250.00			\$1,000.00	\$800.00	\$1,500.00			\$250.00	\$950.00		\$500.00	\$5,750.00
6505	Travel													\$0.00
6510	Food			\$500.00	\$1,200.00				\$1,000.00		\$1,500.00			\$5,200.00
6520	Copyright/Licensing												\$1,600.00	\$1,600.00
6610	Mission Work - Local					\$1,100.00	\$2,000.00							\$3,100.00
6620	Mission Work - National					\$6,000.00								\$6,000.00
6630	Mission Work - International					\$6,000.00								\$6,000.00
	Shared Ministry Support					\$15,000.00								\$15,000.00
6700	Program/Event Expenses								\$1,000.00		\$1,700.00			\$4,700.00
Total Ministry Expenses		\$5,250.00	\$2,000.00	\$2,250.00	\$3,500.00	\$28,900.00	\$3,500.00		\$2,000.00	\$1,250.00	\$5,400.00	\$0.00	\$8,100.00	\$66,150.00