

**Eden's Mission:** "... to love God and all people in Jesus Christ, drawing others into a relationship with Him, working together to expand His reign of hope, justice and peace in our community and the world."

## **EDEN LUTHERAN EVANGELICAL CHURCH**

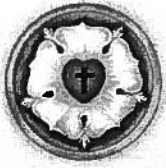
### **COUNCIL MEETING**

**August 14, 2013 – 6:30 p.m.**

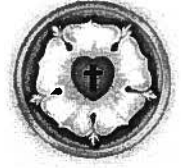
#### **AGENDA**

- I. Preparation
  - A. Welcome Guests
  - B. Personalization – Sharing of joys and concerns
  - C. Inspiration – Opening Devotions
  - D. Review / Approval of the Agenda
  - E. Review / Approval of Minutes from July with any corrections
- II. Action
  - A. Pastor's Report Linda Brown
  - B. President's Report Mary Lou Ludwig
  - C. Monthly Ministry Reports
    - 1. Finance Marge Steinbrinck
    - 2. Learning Luke Williams
    - 3. Evangelism Schera Harner
    - 4. Property David Grefe
    - 5. Service/Fellowship Marge Steinbrinck
    - 6. Stewardship Larry Subriar
    - 7. Worship and Music Paula Smith
    - 8. Technology James Samson
    - 9. Policies and Procedures Lyle Hodgerson
    - 10. Brother's in Christ (B.I.C) Pastor Linda
  - D. Monthly reports from organizations
    - 1. ELCW Mary Lou Ludwig
    - 2. EL Preschool Lyle Hodgerson
    - 3. Helping Hands Larry Subriar & James Sansom
  - E. New Business
    - 1. Retreat
  - F. Continuing Business
    - 1. 125 Anniversary, Shade for ministries
    - 2. Fellowship hall doors update
    - 3. Scholarships
    - 4. Termites
    - 5. Maintenance program for AC
    - 6. Ice maker
    - 7. Phones
    - 8. Salvation Army box
- IV. Information
  - A. Head Usher for September Michelle Larsen. Baskets
  - B. Upcoming events
    - 2. Council Meeting – September 11, 2013 – 6:30 p.m. (Executive Committee at 6:00)
- V. Closing
  - A. Adjournment & Lord's Prayer

**Go in Peace to love and serve the Lord!**



Eden Lutheran Church  
Council Meeting Minutes  
July 10, 2013



**Eden's Purpose:** *"To love God and all people in Jesus Christ, drawing others into a relationship with Him, working together to expand his reign of hope, justice and peace in our community and the world."*

The meeting was called to order by President Mary Lou Ludwig (Taylor) at 6:30 p.m.

Members Present: Pastor Linda Brown, Larry Subriar, Mary Lou Ludwig, James Sansom, Derek Adkins, Michelle Larson, David Grefe, Darrel Springer, Lyle Hodgerson and Schera Harner.

## **I. Preparation**

- A. Welcome guests - None
- B. Personalization – Sharing of joys and concerns
- C. Inspiration and Devotions: Pastor Brown
- D. Review/Approval of the agenda as amended, MSC.
- E. Review/Approval of the June 2013 council minutes as amended, MSC.

## **II. Presentation**

- A. President's Report: Accepted as given
- B. Pastor's Report – Accepted as given
- C. Monthly Ministry Reports
  - 1. Finance – No report, no meeting. Financials attached.
  - 1. Learning: No report
  - 2. Evangelism: No report.
  - 3. Property: HVAC cage painting, Parsonage repairs in progress.
  - 4. Worship and Music: Accepted as given.
  - 5. Service/Fellowship: Great July 4<sup>th</sup> turnout
  - 6. Technology: Steve Anderson to head, campus phone redo in progress.
  - 7. Stewardship: Accepted as given.
  - 8. Policies and Procedures: no meeting
  - 9. Brothers in Christ: Event trash problems to be resolved.
- D. Monthly reports from organizations
  - 1. ELCW: Accepted as given.
  - 2. ELC Pre School: Accepted as given.
  - 3. Helping Hands: Accepted as given.
  - 4. Scouts – Derek is Church representative
- F. New Business
  - 1. Preschool AC theft damage, cages – Police report submitted, possible split of deductible with Preschool. Property to check option to install protective cages.
  - 2. Kitchen HVAC, ice maker, oven – Repair bids from Hasco pending.
  - 3. HVAC – maintenance program for Church campus units. Checking with Hasco for pricing.
  - 4. E recycling event – **Motion:** approve event for January 11, 2014, MSC.
  - 5. Campus cleaning – **Motion:** Give the Ad hoc Committee (Pastor, Pat, Dar and Lyle) authority to determine future status of cleaning company after meeting with Corey, MSC.

### G. Continuing Business

1. Fellowship door repair – Kick plates yet to be replaced
2. Scholarships - Six applications, Funds availability to be determined by the Executive Committee.
3. Anniversary, 125<sup>th</sup> – Work in progress.
4. Parsonage – termite treatment bids to be reviewed by the property committee for approval action.
5. DPR – Toni will billing monthly instead of quarterly.
6. Salvation Army container – Ongoing problems with the homeless, trash and unlocked locker. Derek to contact them to resolve problems, possible removal option.
7. Folding tables – **Motion:** ELCW to sell old fellowship tables and keep proceeds, MSC.

### III. Information

A. Head Usher for August – Lyle Hodgerson

B. Upcoming events

1. Coffee with Council – August 28<sup>th</sup>.
2. Council meeting –Wednesday August 14 the, 6:30 pm. - (Executive at 6pm)
3. VBS - July 29<sup>th</sup>- to August 2<sup>nd</sup>.
4. Recognition of 125<sup>th</sup> Anniversary at City Council meeting September 11<sup>th</sup>.

### IV. Closing

- A. Meeting adjourned at 8:45 p.m.
- B. Lord's Prayer

Respectfully Submitted,

Lyle Hodgerson

Church Secretary

*Draft*

## **Executive Committee**

### **Council Meeting**

**August 4, 2013, 2013**

Members voting: Pastor Linda Brown, Marylou Taylor, Derek Atkins, Lyle Hodgerson, and Jim Sansom.

**Motion:** Approval of an award of a \$250 scholarship to each applicant submitted by the Learning committee. Applicants are Steve and Zack Anderson, Morgan and Michael Harris, Lino Castro and Emily Done. Funds to come from the Scholarship line item, MSC. MaryLou to hand out awards since Pastor will be out of town.

**Motion:** Approval of \$57.89 to cover cost of materials for installation of security lights to protect new Church HVAC unit (Vision Maintenance). Funds to come Property line item, MSC. Original motion amount approval was not enough to cover material costs.

Respectively,

Lyle Hodgerson,

Church Secretary

## Pastor's Report for July-August 2013

These are the meetings that I attended this month: policies and procedures, 4 staff meetings, 4 meetings with the quilters, school board, worship and music, helping hands, council and executive council meetings, 2 special executive meetings.

Attendance for Song and Study and Worship for the month: 7/14-9am—14, 10am—60, 7/21-9am—18, 10am—78, 7/28-9am—9, 10am—82, 8/4-9am—26, 10am—114

Undesignated giving: 7/14—\$2,551, 7/21—\$1,973, 7/28—\$1,435, 8/4—\$3,459.

Simply giving for the month of July: TBA

Other items I worked on or attended:

1. Together Urban Renewal Network meeting for local pastors.
2. Met with Pat, Lyle, Marylou, Dar, and Corey regarding janitorial situation here at Eden.
3. Attended 3 special executive council meetings.
4. Wrote 5 articles for the Messenger for August and 2 for September.
5. Led 4 Song and Study hours, 4 worship services with sermons, and 3 children's sermons.
6. Met with local pastors for text study 4 times this month.
7. Ministered to 11 people in my office and gave out food cards.
8. Ministered to 5 parishioners in my office.
9. Lunch with parishioner.
10. Meeting at Riverside P.D. concerning victims of violence with pastors and representatives from the Riverside P.D.
11. Did 2 hospital visits.
12. Gave parishioner a ride to and from church as well as help them get some gas.
13. Picked up memorial plaques from Best Impressions trophy gallery.
14. Delivered prayer quilt to parishioner.
15. Met with Path of Life agency and local pastors to plan "Praying for Riverside" event in Sept.
16. Met with representatives from Inland Congregations United for Change regarding local issues in the community.
17. Sent letters of invitation to Eden's anniversary event to former pastors and local dignitaries.
18. Baptized baby Joshua Bauer at Kaiser Hospital in Orange County.
19. Wrote Messenger article for September in advance.
20. Planned memorial service, wrote sermon, and officiated service for Bernita Stevens.
21. Met with representative of Inland Empire Sponsoring Committee.
22. Attended 5 evenings of VBS and led 5 closings of VBS.
23. Went to Shepherd of Life church in Lake Elsinore to assist their call committee.
24. Met with Bernita Steven's family in my office.
25. Wrote article for synod newsletter regarding Eden's 125<sup>th</sup> anniversary celebration.

*Draft*  
Eden Lutheran Church  
Finance Committee Meeting Minutes  
August 12, 2013, 2013

Meeting was called to order at 9:30 am.

Attendees: Pat Sinclair, Lyle Hodgerson and Marge Steinbrinck.

Toni Douthitt attended to present the financial report.

Bookkeeper's report – year to date current income is still down over 2012. We ended the month in the black.

**Information and discussion:**

Anniversary directories – directories for the 125<sup>th</sup> are being distributed to the people who sat for pictures. Balance of directories for sale at \$8 each, proceeds to go into the Anniversary fund.

Facilities use form – still under review.

Parking lot – we need to check with Pastors CPA friend about possible tax issues with DPR income.

Mission Investment Fund Report – annual report on file.

Lutheran Credit Union – now in partnership with American Christian Credit Union

Provident signatures - up to date

Scholarships – New qualification procedures in the works, six scholarships given - \$1500 (6 x 250). We need to review the status and usage of the Scholarship funds on deposit.

Ice machine – bids outstanding.

Meeting time – will remain the same.

Church Budget – Reminder to council, committee budgets due by September 2013 Council meeting.

Preschool – Proposed payment of \$100 per month toward a share of air conditioning repair/replacement/ protective cages and Fellowship Hall fan repair costs.

Meeting adjourned at 10:42 am.

Next meeting will be 9/11/2013 at 9:30 am.

Submitted, Lyle Hodgerson

7:55 AM  
 08/12/13  
 Accrual Basis

**Eden Lutheran Church**  
**Balance Sheet**  
 As of July 31, 2013

	Jul 31, 13	Jun 30, 13	\$ Change
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
Lutheran Credit Union	500.00	500.00	0.00
Lutheran Credit Union CHECKI...	8,997.95	6,969.00	2,028.95
Mission Term CD Endowment	17,791.59	17,791.59	0.00
<b>Provident</b>			
Altar Supplies	933.09	1,000.00	-66.91
Anniversary Fund	198.88	438.88	-240.00
Brothers In Christ	17,310.00	18,705.00	-1,395.00
Building Fund	900.29	2,563.56	-1,663.27
Choir Fund	2,632.78	2,632.78	0.00
Christian Education	4,508.96	4,508.96	0.00
Homeless	40.73	40.73	0.00
Member Assistance	1,856.74	1,856.74	0.00
Memorial Fund	7,681.08	7,935.08	-254.00
New Call	25.00	25.00	0.00
New Missions Fund	26.06	26.06	0.00
Organ Fund	908.72	908.72	0.00
Outreach	969.36	969.36	0.00
Parking Lot Fund	7,621.95	3,521.95	4,100.00
Reserve Fund	768.89	768.89	0.00
Scholarship Funds	6,537.18	6,487.85	49.33
School Playground Fund	50.00	50.00	0.00
Sound System/Technology F...	100.00	100.00	0.00
Transportation Fund	332.99	332.99	0.00
VBS Fund	285.47	280.47	5.00
Youth Ministries	3,099.87	3,099.87	0.00
Provident - Other	505.49	494.62	10.87
<b>Total Provident</b>	<b>57,293.53</b>	<b>56,747.51</b>	<b>546.02</b>
<b>ProvidentCD Scholarship</b>	<b>23,420.65</b>	<b>23,420.65</b>	<b>0.00</b>
<b>Total Checking/Savings</b>	<b>108,003.72</b>	<b>105,428.75</b>	<b>2,574.97</b>
<b>Total Current Assets</b>	<b>108,003.72</b>	<b>105,428.75</b>	<b>2,574.97</b>
<b>Fixed Assets</b>			
Furniture and Equipment	4,194.21	4,194.21	0.00
<b>Total Fixed Assets</b>	<b>4,194.21</b>	<b>4,194.21</b>	<b>0.00</b>
<b>Other Assets</b>			
Other Assets	3,250.64	3,250.64	0.00
<b>Total Other Assets</b>	<b>3,250.64</b>	<b>3,250.64</b>	<b>0.00</b>
<b>TOTAL ASSETS</b>	<b>115,448.57</b>	<b>112,873.60</b>	<b>2,574.97</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Equity</b>			
Opening Balance Equity	103,895.02	103,895.02	0.00
Unrestricted Net Assets	2,502.12	2,502.12	0.00
Net Income	9,051.43	6,476.46	2,574.97
<b>Total Equity</b>	<b>115,448.57</b>	<b>112,873.60</b>	<b>2,574.97</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>115,448.57</b>	<b>112,873.60</b>	<b>2,574.97</b>

Eden Lutheran Church  
Undesignated Income and Expenses - Current and YTD  
July 2013

	Jul 13	Budget	Jan - Jul 13	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
Current Offerings					
Lent/Easter	0.00		1,904.21	2,000.00	2,000.00
Loose Plate Offering	232.00	166.67	1,085.66	1,166.65	2,000.00
Simply Giving	1,710.00		10,330.00		
Current Offerings - Other	11,311.00	14,583.33	90,343.07	102,083.35	175,000.00
Total Current Offerings	13,253.00	14,750.00	103,662.94	105,250.00	179,000.00
Designated Income	39.20		-169.05		
Facility Fees					
Brothers in Christ	0.00	1,600.00	0.00	11,200.00	19,200.00
CODA	80.00	50.00	263.00	350.00	600.00
Fellowship Hall Rental	550.00	0.00	650.00	0.00	0.00
Parsonage Rent	1,450.00	1,450.00	10,150.00	10,150.00	17,400.00
Pre-School	0.00	250.00	750.00	1,750.00	3,000.00
Riverside County Parking	2,746.66	1,373.25	9,613.31	9,612.75	16,479.00
Salvation Army	100.00	100.00	700.00	700.00	1,200.00
Saturday AA	0.00	50.00	500.00	350.00	600.00
T-Mobile	1,435.25	1,313.50	10,046.75	9,194.50	15,762.00
Wedding Deposits	0.00		930.00		
Womens AA	40.00	50.00	291.00	350.00	600.00
Facility Fees - Other	0.00		750.00		
Total Facility Fees	6,401.91	6,236.75	34,644.06	43,657.25	74,841.00
Interest Earned	0.61		3.85		
Misc. Income	230.00	195.00	4,788.19	1,365.00	2,340.00
Sunday School Offering	0.00	2.50	0.00	17.50	30.00
Thanksgiving	0.00		0.00		300.00
Thrivent Choice Dollars	120.00		313.00		
VBS	0.00		178.44		
Total Income	20,044.72	21,184.25	143,421.43	150,289.75	256,511.00
Gross Profit	20,044.72	21,184.25	143,421.43	150,289.75	256,511.00
Expense					
Bank Fees					
Return Check Bank Charge	0.00		40.00		
Return Check Bank Fee	0.00		15.00		
Vanco Processing Fees	4.15		26.25		
Total Bank Fees	4.15		81.25		



Eden Lutheran Church  
Undesignated Income and Expenses - Current and YTD  
July 2013

	Jul 13	Budget	Jan - Jul 13	YTD Budget	Annual Budget
<b>Benevolence</b>					
Synod	0.00	375.00	2,625.00	2,625.00	4,500.00
World Hunger ELCA	0.00	375.00	2,625.00	2,625.00	4,500.00
<b>Total Benevolence</b>	0.00	750.00	5,250.00	5,250.00	9,000.00
<b>Christian Education</b>					
Continuing Education	0.00		49.90		
Airfare	0.00	83.33	0.00	583.35	1,000.00
Continuing Education - Other	0.00	83.33	35.00	583.35	1,000.00
<b>Total Continuing Education</b>	0.00	166.66	35.00	1,166.70	2,000.00
<b>Designated Expenses</b>					
Education and Learning Supplies	39.20		39.20		
Adult Education	0.00	4.17	9.69	29.15	50.00
Confirmation Materials	0.00				
Gift Bibles	0.00		51.96		
Confirmation Materials - Other	0.00	8.33	0.00	58.35	100.00
<b>Total Confirmation Materials</b>	0.00	8.33	51.96	58.35	100.00
<b>Fall Festival/Rally Day</b>					
Recognition/Appreciation	0.00	4.17	0.00	29.15	50.00
Seasonal Activities	0.00	8.33	0.00	58.35	100.00
Sunday School	0.00	12.50	0.00	87.50	150.00
Vacation Bible School	0.00	18.75	178.44	131.25	225.00
Youth Activities	0.00	41.67	0.00	291.65	500.00
<b>Total Education and Learning Supplies</b>	0.00	106.25	240.09	743.75	1,275.00
<b>Employer Payroll Tax</b>					
Insurance	0.00	516.67	0.00	3,616.65	6,200.00
Dental Insurance	0.00		8.55		
Health Insurance	0.01		111.00		
Master Insurance	776.69	800.00	4,810.17	5,600.00	9,600.00
Vision Insurance	-0.01		4.22		
Workers Comp	0.00	150.00	2,182.79	1,050.00	1,800.00
<b>Total Insurance</b>	776.69	950.00	7,116.73	6,650.00	11,400.00
<b>Operations</b>					
Postage, Mailing Service	0.00		18.14		
Shipping and Handling	309.44		533.39		
Stamp Machine Lease Payment					

**Eden Lutheran Church**  
**Undesignated Income and Expenses - Current and YTD**  
July 2013

	Jul 13	Budget	Jan - Jul 13	YTD Budget	Annual Budget
Postage, Mailing Service - Other	0.00	83.33	473.97	583.35	1,000.00
<b>Total Postage, Mailing Service</b>	<b>309.44</b>	<b>83.33</b>	<b>1,025.50</b>	<b>583.35</b>	<b>1,000.00</b>
Printing and Copying					
Lease Payment	1,002.16	1,000.00	7,639.43	7,000.00	12,000.00
<b>Total Printing and Copying</b>	<b>1,002.16</b>	<b>1,000.00</b>	<b>7,639.43</b>	<b>7,000.00</b>	<b>12,000.00</b>
Property Alarm					
False Alarm Fees	0.00		450.00		
Alarm - Other	0.00	33.33	191.40	233.35	400.00
<b>Total Alarm</b>	<b>0.00</b>	<b>33.33</b>	<b>641.40</b>	<b>233.35</b>	<b>400.00</b>
Building Maintenance and Repair	124.93	291.67	950.73	2,041.65	3,500.00
Church Building Maintenance	0.00		504.51		
Equipment Maintenance	0.00	166.67	169.50	1,166.65	2,000.00
Equipment Rental	0.00		383.16		
Grounds Maintenance	0.00	83.33	0.00	583.35	1,000.00
Inside Custodian					
Janitorial Supplies	0.00		954.61		
Inside Custodian - Other	0.00	575.00	4,025.00	4,025.00	6,900.00
<b>Total Inside Custodian</b>	<b>0.00</b>	<b>575.00</b>	<b>4,979.61</b>	<b>4,025.00</b>	<b>6,900.00</b>
Lawn Care	700.00	700.00	5,901.06	4,900.00	8,400.00
Parking Lot Repair	0.00	125.00	0.00	875.00	1,500.00
Parsonage Maintenance	0.00	25.00	0.00	175.00	300.00
<b>Total Property</b>	<b>824.93</b>	<b>2,000.00</b>	<b>13,529.97</b>	<b>14,000.00</b>	<b>24,000.00</b>
Telephone, Telecommunications					
Cell Phone	25.00	25.00	175.00	175.00	300.00
Telephone, Telecommunications - Other	307.00	191.66	1,519.28	1,341.70	2,300.00
<b>Total Telephone, Telecommunications</b>	<b>332.00</b>	<b>216.66</b>	<b>1,694.28</b>	<b>1,516.70</b>	<b>2,600.00</b>
Utilities					
City Services	435.31	295.58	2,277.34	2,069.10	3,547.00
Electricity	1,190.70	958.33	6,027.84	6,708.35	11,500.00
Gas	78.55	250.00	1,942.06	1,750.00	3,000.00

**Eden Lutheran Church**  
**Undesignated Income and Expenses - Current and YTD**  
July 2013

	Jul 13	Budget	Jan - Jul 13	YTD Budget	Annual Budget
Trash and Pickup	257.58	258.33	1,771.62	1,808.35	3,100.00
Water	461.49	400.00	2,173.31	2,800.00	4,800.00
<b>Total Utilities</b>	<b>2,423.63</b>	<b>2,162.24</b>	<b>14,192.17</b>	<b>15,135.80</b>	<b>25,947.00</b>
<b>Total Operations</b>	<b>4,892.16</b>	<b>5,462.23</b>	<b>38,081.35</b>	<b>38,235.85</b>	<b>65,547.00</b>
<b>Other Types of Expenses</b>					
Decorations	0.00		39.58		
Other Costs	0.00		79.52		
Staff Development	0.00		156.00		
Web Page	0.00		135.30		
<b>Total Other Types of Expenses</b>	<b>0.00</b>		<b>410.40</b>		
<b>Outreach</b>					
Advertising					
Newspaper Ad	0.00	50.00	720.00	350.00	600.00
<b>Total Advertising</b>	<b>0.00</b>	<b>50.00</b>	<b>720.00</b>	<b>350.00</b>	<b>600.00</b>
Outreach - Other	0.00	16.67	0.00	116.65	200.00
<b>Total Outreach</b>	<b>0.00</b>	<b>66.67</b>	<b>720.00</b>	<b>466.65</b>	<b>800.00</b>
<b>Payroll Expenses</b>					
Payroll Processing Fees	60.02	66.66	420.14	466.70	800.00
<b>Total Payroll Expenses</b>	<b>60.02</b>	<b>66.66</b>	<b>420.14</b>	<b>466.70</b>	<b>800.00</b>
Property Taxes	0.00		640.67	650.00	1,300.00
Service/Fellowship					
Homeless Meals Mission	0.00	83.33	373.87	583.35	1,000.00
Service/Fellowship - Other	133.11	25.00	283.11	175.00	300.00
<b>Total Service/Fellowship</b>	<b>133.11</b>	<b>108.33</b>	<b>656.98</b>	<b>758.35</b>	<b>1,300.00</b>
<b>Staff Salaries and Benefits</b>					
Babysitting Services	120.00	130.00	780.00	910.00	1,560.00
Bookkeeper	300.00	300.00	2,100.00	2,100.00	3,600.00
Disability, Survivor and Retire	136.65	181.50	980.37	1,270.50	2,178.00
Mileage Reimbursement	0.00	125.00	1,151.47	875.00	1,500.00
Organist					
Organist - Medical Insurance	223.00	223.00	1,561.00	1,561.00	2,676.00
Organist - Salary	1,644.53	1,644.50	11,551.82	11,511.50	19,734.00
Organist - Other	0.00	0.00	0.00	0.00	0.00
<b>Total Organist</b>	<b>1,867.53</b>	<b>1,867.50</b>	<b>13,112.82</b>	<b>13,072.50</b>	<b>22,410.00</b>

**Eden Lutheran Church**  
**Undesignated Income and Expenses - Current and YTD**  
July 2013

	Jul 13	Budget	Jan - Jul 13	YTD Budget	Annual Budget
<b>Pastor Salary, Housing &amp; Other</b>					
First Call expenses					
Airfare	0.00		221.30		
First Call expenses - Other	0.00	100.00	509.95	700.00	1,200.00
Total First Call expenses	0.00	100.00	731.25	700.00	1,200.00
Pastor Brown Housing	3,166.68	3,166.67	22,166.76	22,166.65	38,000.00
Pastor Brown Salary	2,987.30	3,032.50	20,890.98	21,227.50	36,390.00
<b>Total Pastor Salary, Housing &amp; Other</b>	<b>6,153.98</b>	<b>6,299.17</b>	<b>43,788.99</b>	<b>44,094.15</b>	<b>75,590.00</b>
<b>Retirement</b>	<b>594.17</b>	<b>604.17</b>	<b>4,885.87</b>	<b>4,229.15</b>	<b>7,250.00</b>
<b>Secretary</b>					
Secretary Insurance	223.00		1,226.50		
Secretary - Other	2,160.00	2,080.00	14,640.00	14,560.00	24,960.00
<b>Total Secretary</b>	<b>2,383.00</b>	<b>2,080.00</b>	<b>15,866.50</b>	<b>14,560.00</b>	<b>24,960.00</b>
<b>Supply Pastor</b>	<b>0.00</b>	<b>87.50</b>	<b>350.00</b>	<b>612.50</b>	<b>1,050.00</b>
<b>Vacation Organist</b>	<b>0.00</b>	<b>33.33</b>	<b>0.00</b>	<b>233.35</b>	<b>400.00</b>
<b>Total Staff Salaries and Benefits</b>	<b>11,555.33</b>	<b>11,708.17</b>	<b>83,016.02</b>	<b>81,957.15</b>	<b>140,498.00</b>
<b>Stewardship</b>	<b>0.00</b>	<b>83.33</b>	<b>0.00</b>	<b>583.35</b>	<b>1,000.00</b>
<b>Supplies</b>					
Office Supplies					
Misc. Office Supplies	92.45	191.66	1,547.58	1,341.70	2,300.00
Total Office Supplies	92.45	191.66	1,547.58	1,341.70	2,300.00
<b>Total Supplies</b>	<b>92.45</b>	<b>191.66</b>	<b>1,547.58</b>	<b>1,341.70</b>	<b>2,300.00</b>
<b>Technology</b>					
<b>Travel and Meetings</b>					
Conference, Convention, Meeting	0.00	75.00	495.00	525.00	900.00
Food and Drinks	0.00	66.66	151.61	466.70	800.00
Hotel Room	0.00	66.66	697.04	466.70	800.00
Parking Fees	0.00	8.33	20.00	58.35	100.00
<b>Total Travel and Meetings</b>	<b>0.00</b>	<b>216.65</b>	<b>1,363.65</b>	<b>1,516.75</b>	<b>2,600.00</b>

**Eden Lutheran Church**  
**Undesignated Income and Expenses - Current and YTD**  
July 2013

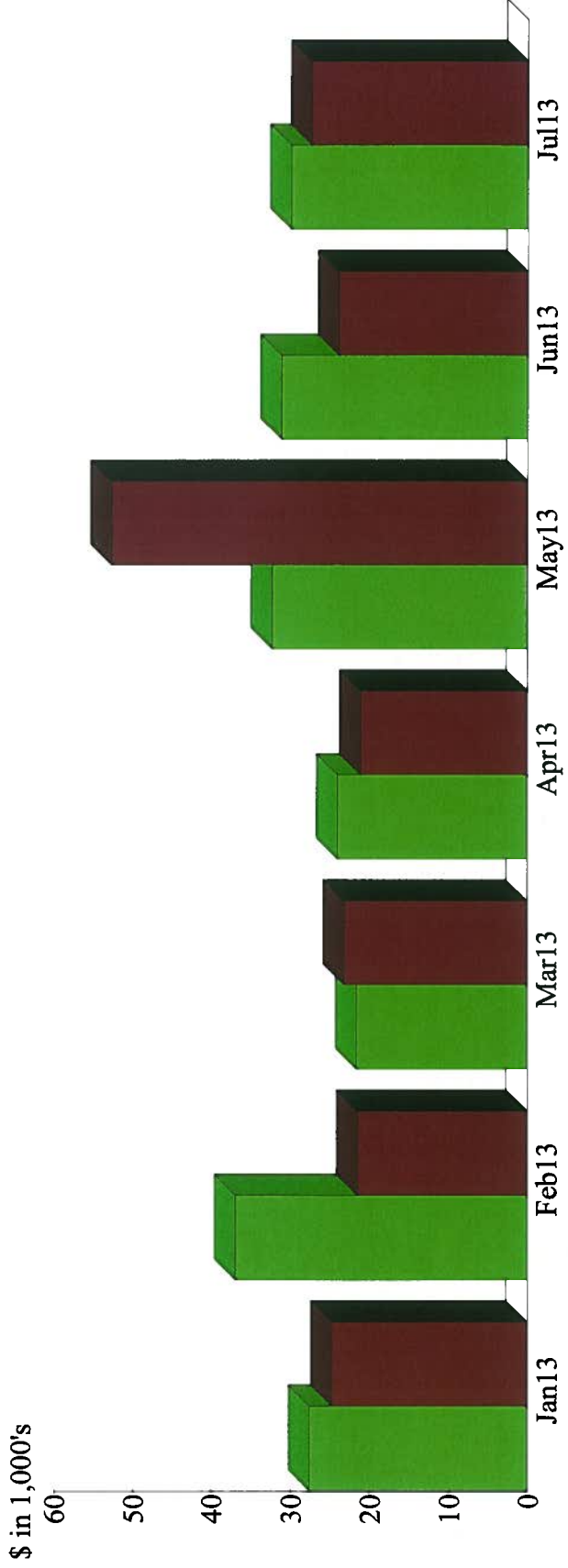
	Jul 13	Budget	Jan - Jul 13	YTD Budget	Annual Budget
<b>Worship and Music</b>					
Altar Flowers	0.00		248.16		
Easter Lilies	0.00		215.70		
Poinsettia	172.80	195.00	1,295.45	1,365.00	2,340.00
Altar Flowers - Other					
Total Altar Flowers	172.80	195.00	1,759.31	1,365.00	2,340.00
<b>Altar Supplies</b>					
Ashes	0.00		3.50		
Candle Oil	0.00		158.50		
Communion Cups	0.00		66.91		
Communion Wafers	0.00		99.21		
Communion Wine	0.00		97.20		
Eternal Candles	0.00		76.98		
Altar Supplies - Other	0.00	100.00	0.00	700.00	1,200.00
Total Altar Supplies	0.00	100.00	502.30	700.00	1,200.00
Bell Choir	0.00	4.17	0.00	29.15	50.00
Choir Supplies	0.00	6.25	0.00	43.75	75.00
Computer Software - Worship	0.00		0.00	665.00	665.00
Copyright Licensing	0.00		185.00		
General Worship and Music					
Books					
Devotionals	0.00		190.86		
Total Books	0.00		190.86		
General Worship and Music - Other	0.00	39.59	0.00	277.05	475.00
Total General Worship and Music	0.00	39.59	190.86	277.05	475.00
<b>Organ Maintenance</b>					
Piano Maintenance	0.00	43.75	0.00	306.25	525.00
Robe Replacement and Maintenance	0.00	25.00	0.00	175.00	300.00
Special Service Supplies	0.00	2.09	0.00	14.55	25.00
Palm Strips	0.00		36.00		

**Eden Lutheran Church**  
**Undesignated Income and Expenses - Current and YTD**  
July 2013

	Jul 13	Budget	Jan - Jul 13	YTD Budget	Annual Budget
Seder Meal	0.00		51.94		
Special Service Supplies - Other	0.00	18.75	0.00	131.25	225.00
<b>Total Special Service Supplies</b>	<u>0.00</u>	<u>18.75</u>	<u>87.94</u>	<u>131.25</u>	<u>225.00</u>
<b>Total Worship and Music</b>	<u>172.80</u>	<u>434.60</u>	<u>2,725.41</u>	<u>3,707.00</u>	<u>5,880.00</u>
<b>Total Expense</b>	<u>17,725.91</u>	<u>21,050.80</u>	<u>142,513.36</u>	<u>148,671.00</u>	<u>254,575.00</u>
<b>Net Ordinary Income</b>	<u>2,318.81</u>	<u>133.45</u>	<u>908.07</u>	<u>1,618.75</u>	<u>1,936.00</u>
<b>Other Income/Expense</b>					
Other Income	0.00		0.00		
Pass Thru Gifts	0.00		0.00		
<b>Total Other Income</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Net Other Income</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Net Income</b>	<u><u>2,318.81</u></u>	<u><u>133.45</u></u>	<u><u>908.07</u></u>	<u><u>1,618.75</u></u>	<u><u>1,936.00</u></u>

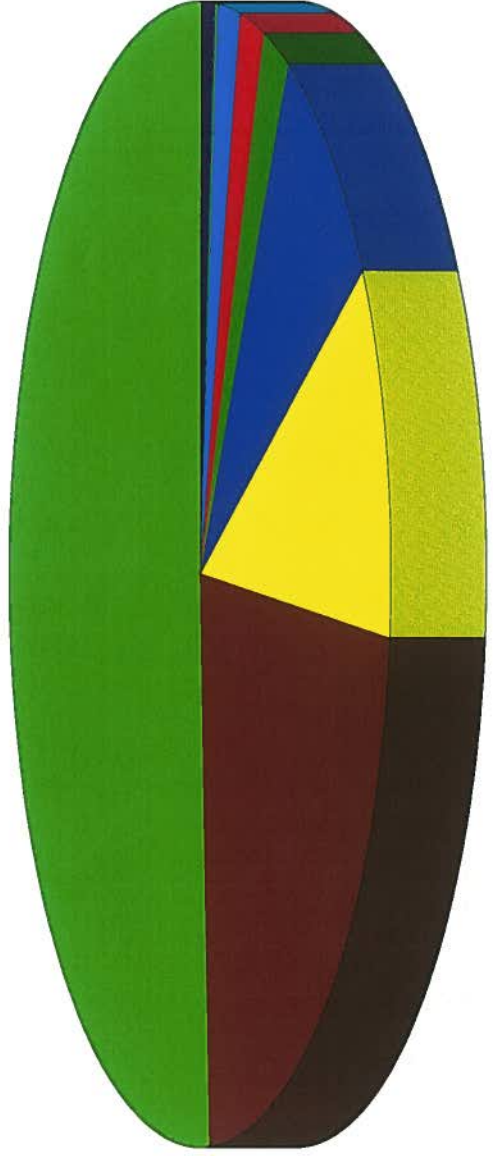
### Income and Expense by Month January through July 2013

Income  
Expense



### Income Summary January through July 2013

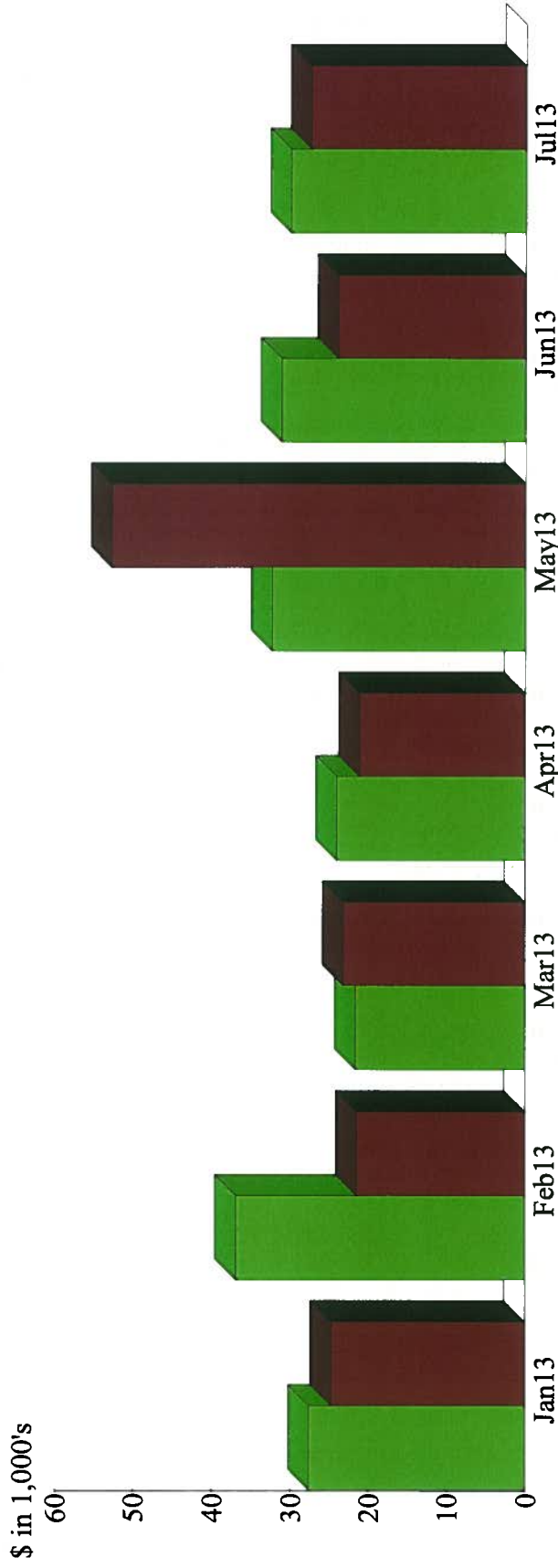
Current Offerings	%50.83
Facility Fees	22.48
Misc. Income	10.81
Building	8.66
Memorial Fund	2.28
Employee Deductions	2.18
Parking Lot	2.01
Youth Ministries	0.25
VBS	0.17
Thrivent Choice Dollars	0.15
Other	0.17
<b>Total</b>	<b>\$203,947.18</b>



By Account

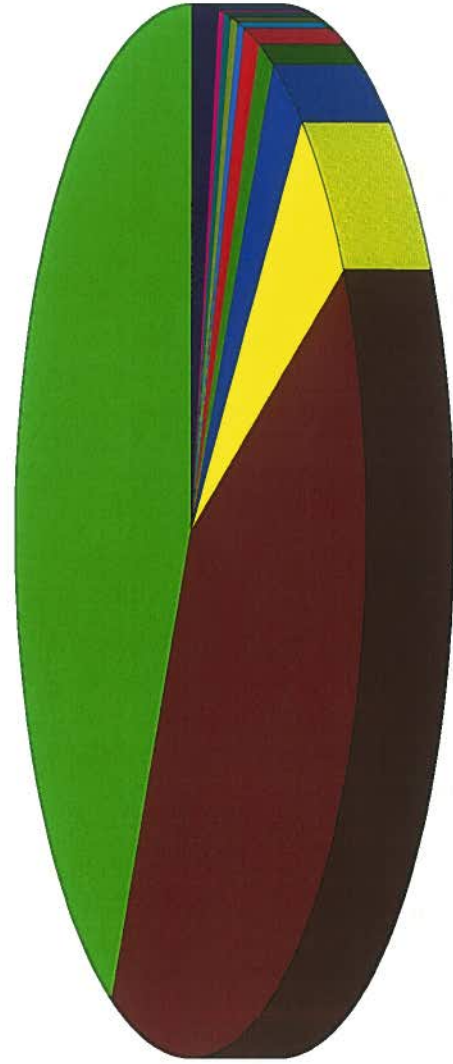
### Income and Expense by Month January through July 2013

Income  
Expense



### Expense Summary January through July 2013

Staff Salaries and Benefits	%42.60
Operations	40.88
Insurance	5.93
Benevolence	3.21
Employer Payroll Tax	1.47
Worship and Music	1.43
Supplies	0.79
Travel and Meetings	0.70
Other Types of Expenses	0.69
Education and Learning Supplies	0.49
Other	1.81
<b>Total</b>	<b>\$194,895.75</b>



By Account



## Property Report

August 2013

Saturday August 10, 2013

David Grefe, Joe Ludwig, Kelly Kersten, James Sansom and a special thanks to Matt for coming to help us and for bringing his spray equipment.

We are done with painting the cage around the AC unit. We will be working with Technology on getting started with the removal of unused telephone wire in preparation for the new telephone system.

James

## SERVICE AND FELLOWSHIP MINISTRY

AUGUST 7, 2013

Members present: Pat Sinclair, Esther D'Aguiar, Gloria Youngerman, Ardyce LaPorte, Betty Jean Denham, Marge Steinbrinck

Members absent: Barbara Walters, Rodger and Nancy Liverman

Pat Sinclair brought the meeting to order at 11:30 at Tin Lizzy Restaurant. The minutes of the July meeting were approved.

### Old Business:

July 4th comments: Lettuce, tomatoes and onion were needed for the sandwiches. Hope Lutheran will be asked next year to provide these along with the other condiments. Both churches provided help. Next year we also need more name tags and felt pens. It was noted that we ran out of lemonade.

### New Business:

August 18 -- Ice Cream Social This committee in charge of setting up and cleaning up.

August 29, 11:00 -- Preschool Staff Luncheon. Gift bags for staff are prepared by Nancy. Esther made food assignments for the committee. She will decorate.

September 14, 10:00 -- Decorate for Anniversary Sunday Dinner.  
September 15 before church we will have a display table for S & F.

Budget -- The committee decided to ask for a \$500 budget line for the following year to fund the various activities it is responsible for.

Next meeting -- September 4

Submitted by Marge Steinbrinck

## Worship and Music Minutes July 17, 2013

Present: Chair, Susan Downer, Carol McAnern, Dick Anderson, Cathy Carlson, Marilyn Anderson, Pr Linda Brown, Paula Smith (Council Rep), Mary Lou Ludwig (Council President)

- The meeting was called to order at 7:00 PM by Chair Susan Downer.
- Devotions were given by Marilyn Anderson
- The agenda was approved by Marilyn Anderson/Dick Anderson M/S/C
- The Minutes was approved by Cathy Carlson/Carol McAnern M/S/C.
- Council Report: Paula Smith was introduced as our new Council Representative. She thanked the Ministry for the Usher Training.
- Pastors Report: Pastor would like to see the Mission Statement in the bulletin again. We also need to look for another source for communion wine. The last few bottles have been soured.

### OLD BUSINESS:

- Susan was able to find two plain white bottles of an acceptable size with lids for the homebound communion kits. Cathy was able to clean up the old bottles and make them usable again.
- Toni checked the copyright restrictions on the old Supplemental Hymnals and they need to be destroyed. The copyright extends only to Eden. Toni suggested that office help shred them when there is nothing else to do.
- The With One Voice books were also discussed. David will be asked if there is anything in them we can use, otherwise they will be donated.
- New Business:
- A Fall Festival will be held as part of the Anniversary Celebration. It will be held on September 15 before and after the worship service. We will need a couple of EZ-ups to keep us out of the sun as it will be held in front of the Fellowship Hall rather than the courtyard. Mary Lou will ask Derrick to ask the Boy Scouts if they have any we can use. They will also be asked to be part of the Festival.
  - Altar Guild – Carol and Susan
  - Choir & Bells – Dick and Marilyn (Cathy will look into a cassette player for music)
  - Lectors – Carol
- There will also be sign-up sheets for Communion Assistants and Assisting Ministers.
- Bernita Stevens' family has donated \$1000 towards altar supplies.
- The Budget will be reviewed at the next meeting.
- Devotions and secretarial duties: Cathy or Debbie
- Next Meeting: will be at 7:00 P.M., August 21, 2013 at 7:00 P.M.
- Meeting was adjourned at 8:08 pm with the Lord's Prayer.

Respectfully Submitted.

Marilyn Anderson  
Secretary Pro-Tem

# *Policy and Procedure Minutes*

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July 11, 2013

*Present: Pastor Linda, Carol McAnem, Erv Seidel, Lyle Hodgerson and Ron Sinclair.*

## **Discussion Items:**

- *The current set of Policies and Procedures are in final review. Our committee continues to receive updates and additional information regarding ministries and congregational officers.*
- *Section 8 through 19 are being reviewed and evaluated against the constitution for potential conflict and accuracy in general.*

*Submitted by Ron Sinclair*

*Our next meeting is scheduled for Sept 30<sup>th</sup>*

**DRAFT**

**EDEN LUTHERAN SCHOOL BOARD MEETING**

July 11, 2013

**Members Present:** Pastor Linda, D. Keaneman, P. Sinclair, L. Subriar, E. Seidel, L. Hodgerson, Chuck Wilson

**Members Absent:** L. Harris (excused), L. Subriar (excused), K. Williams (excused)

**Staff:** T. Douthitt, **Guest:** Marylou.

**Meeting is called to order at 5:59 pm**

**Pastor Linda opened with a prayer.**

**Approval of the Agenda as revised:**

- Chuck moved, Erv 2<sup>nd</sup>- MSC

**Bookkeeper's Report:**

- Current income still in the black
- Lyle moved to accept the Bookkeepers Report as presented, Chuck 2<sup>nd</sup>- MSC.

**Approval of Minutes:**

- Chuck moved approval as amended, Erv 2<sup>nd</sup>- MSC.

**Director's Report:**

- FTE: 17.23 with 27 students currently enrolled.
- Dar reviewed issues with homeless vandalizing Salvation Army bin, making lewd moves toward a parent and minor child.
- Teachers Luncheon on Thursday, August 29<sup>th</sup>, 11 am.
- Chuck moved to accept the Director's Report as presented, Erv 2<sup>nd</sup>- MSC.

**Church Relations/Pastor's Report:** Child Chapel will continue in the fall.

**Continuing Business:**

- Phones - Bob Frey is working on combining campus phone systems, will require an outside communications expert to redo Church campus phone wiring.
- Playground Screening- Erv to work with property for screening installation. **Motion:** Approval of up to \$500 for materials needed, MSC. Checking with Steve to get screening material channel sewn to hold nylon rope to attach screening material to fencing.
- Chuck requested that the Board send Michael thank you letter for service.
- **Motion:** Chuck moved to readdress bylaw language on "Active members", no second.

**New Business:**

- **Motion:** Pat moved to add Larry as a church representative, Lyle 2<sup>nd</sup> – MSC. This will free up an opening for another parent representative.
- Sunday school wing HVAC vandalism – Hasco presented bids for repair/replacement.

**Comments/Concerns:**

**Meeting adjourned at 7:41 pm** – Lyle moved to adjourn, Chuck 2<sup>nd</sup>- MSC

**Next Meeting: Thursday, August 8, 2013**

Sincerely, Lyle Hodgerson

**Eden Lutheran Pre-School  
2013-2014 Budget Worksheet**

4:31 PM  
05/28/13  
Accrual Basis

	Actual		Actual	Projected	2012-2013		2012-2013	Proposed
	'11 - Aug '12	Sept			Sep '12 - May '13	Annual Total		
<b>Ordinary Income/Expense</b>								
<b>Income</b>								
Enrollment Fee	\$1,286.85		\$1,280.00	\$426.67	\$1,706.67	\$1,000.00	\$1,000.00	
Fundraiser Income	\$5,644.15		\$2,155.50	\$718.50	\$2,874.00	\$3,500.00	\$3,500.00	
Misc. Income	\$4,965.00		\$3,427.74	\$1,142.58	\$4,570.32	\$2,000.00	\$2,000.00	
School and Church Improvements			\$150.00	\$50.00	\$200.00			
Tuition								
County Tuition	\$17,016.93		\$11,048.05	\$3,682.68	\$14,730.73	\$15,000.00	\$15,000.00	
Late Fees	\$76.00		\$0.00	\$0.00	\$0.00	\$50.00	\$50.00	
Tuition - Other	\$121,872.09		\$106,360.32	\$35,453.44	\$141,813.76	\$139,050.00	\$151,490.00	
Total Tuition	\$138,965.02		\$117,408.37	\$39,136.12	\$156,544.49	\$154,100.00	\$166,540.00	
<b>Other Income/Expense</b>								
Other Income								
Interest Earned	\$1.93		\$0.23	\$0.08	\$0.31	\$0.00	\$0.00	
Total Other Income	\$1.93		\$0.23	\$0.08	\$0.31	\$0.00	\$0.00	
Total Income	\$150,862.95		\$124,421.84	\$41,473.95	\$165,895.79	\$160,600.00	\$173,040.00	
<b>Expense</b>								
Advertising and Promotion								
Bad Debts	\$0.00		\$0.00	\$0.00	\$0.00	\$50.00	\$50.00	
Bank Service Charges	\$7,328.73		\$0.00	\$0.00	\$0.00	\$500.00	\$500.00	
Bookkeeping/Accounting	\$228.00		\$176.00	\$58.67	\$234.67	\$230.00	\$230.00	
Building Maintenance/Repair	\$4,153.82		\$40.00	\$13.33	\$53.33	\$5,200.00	\$0.00	
Cash Short or Over	\$1,782.76		\$631.42	\$210.47	\$841.89	\$850.00	\$850.00	
Copier - Lease			\$4.93	\$1.64	\$6.57	\$0.00	\$0.00	
Copier Maintenance Contract	\$953.70		\$495.18	\$165.06	\$660.24	\$920.00	\$750.00	
Copier - Lease - Other	\$2,043.00		\$1,823.20	\$607.73	\$2,430.93	\$2,000.00	\$2,000.00	
Total Copier - Lease	\$2,996.70		\$2,318.38	\$772.79	\$3,091.17	\$2,920.00	\$2,750.00	
Dues and Subscriptions	\$35.00		\$35.00		\$35.00	\$50.00	\$35.00	
Employer Payroll Tax	\$10,253.76		\$8,077.60	\$2,692.53	\$10,770.13	\$8,629.00	\$11,200.00	
Facility Fee	\$3,000.00		\$2,261.05	\$753.68	\$3,014.73	\$3,000.00	\$3,000.00	
Food And Snacks								
Kitchen Supplies	\$831.69		\$1,050.45	\$350.15	\$1,400.60	\$500.00	\$1,500.00	
Food And Snacks - Other	\$5,617.26		\$4,281.62	\$1,427.21	\$5,708.83	\$6,000.00	\$6,000.00	
Total Food And Snacks	\$6,448.95		\$5,332.07	\$1,777.36	\$7,109.43	\$6,500.00	\$7,500.00	

Eden Lutheran Pre-School  
2013-2014 Budget Worksheet

4:31 PM  
05/28/13  
Accrual Basis

	Actual '11-Aug '12	Actual Sep '12-May '13	Projected Jun-Aug '13	2012-2013 APPROXIMATE Annual Total	2012-2013 Annual Budget	Proposed
Fundraiser Expense	\$1,792.29	\$1,028.00	\$342.67	\$1,370.67	\$1,500.00	\$1,100.00
Insurance						
Insurance - Worker's Comp	\$4,532.95	\$3,519.99	\$1,173.33	\$4,693.32	\$3,200.00	\$4,100.00
Total Insurance	\$4,532.95	\$3,519.99	\$1,173.33	\$4,693.32	\$3,200.00	\$4,100.00
Janitorial Service						
Housekeeping Supplies	\$833.08	\$507.26	\$169.09	\$676.35	\$850.00	\$800.00
Janitorial Service - Other	\$5,100.00	\$4,300.00	\$1,433.33	\$5,733.33	\$5,100.00	\$5,100.00
Total Janitorial Service	\$5,933.08	\$4,807.26	\$1,602.42	\$6,409.68	\$5,950.00	\$5,900.00
Misc. Expense	\$51.54	\$43.64	\$14.55	\$58.19		\$0.00
Office Supplies	\$1,537.73	\$1,432.74	\$477.58	\$1,910.32	\$1,500.00	\$1,000.00
Payroll Service Fee	\$480.22	\$458.49	\$152.83	\$611.32	\$600.00	\$600.00
Programs/Services	\$1,193.78	\$100.00	\$33.33	\$133.33	\$200.00	\$200.00
Safety and First Aid	\$328.35	\$549.81	\$183.27	\$733.08	\$50.00	\$25.00
Salaries/Wages	\$108,583.74	\$87,140.49	\$29,046.83	\$116,187.32	\$107,906.36	\$130,000.00
School Supplies/Programs		\$345.28	\$115.09	\$460.37	\$900.00	\$500.00
SDI/SUI Payable		\$269.05	\$89.68	\$358.73	\$0.00	\$0.00
Staff Appreciation	\$1,525.00	\$700.00	\$233.33	\$933.33	\$1,000.00	\$900.00
Taxes and Licenses	\$1,052.00	\$270.00	\$90.00	\$360.00	\$860.00	\$750.00
Telephone - Internet	\$2,123.81	\$1,592.36	\$530.79	\$2,123.15	\$2,000.00	\$1,800.00
Workshops	\$240.00	\$0.00	\$0.00	\$0.00	\$500.00	\$50.00
<b>Total Expense</b>	<b>\$165,602.21</b>	<b>\$121,133.56</b>	<b>\$40,377.85</b>	<b>\$161,511.41</b>	<b>\$153,895.36</b>	<b>\$173,040.00</b>
Net Ordinary Income	-\$14,739.26	\$3,288.28	\$1,096.09	\$4,384.37	\$6,704.64	\$0.00
<b>Net Income</b>	<b>-\$14,739.26</b>	<b>\$3,288.28</b>	<b>\$1,096.09</b>	<b>\$4,384.37</b>	<b>\$6,704.64</b>	<b>\$0.00</b>

Tuition based on an FTE of 21.92 due to the increased capacity and the additional teacher

## ELCW report for Council

August 2013

- Circles and Board on summer break.
- 6 Scholarships given



**Toni Douthitt**

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**From:** David Grefe [dgrefe@aol.com]  
**Sent:** Monday, August 12, 2013 7:56 PM  
**To:** Carol Moore  
**Cc:** Toni Douthitt; james Samson  
**Subject:** RE: Brockton House termites

Termites

No problem, Monday is fine.

Carol Moore <[cmoore@independentoptions.org](mailto:cmoore@independentoptions.org)> wrote:

Good morning Mr. Dave Grefe,

I have forward all the information you have sent me and we have begun to look into hotels that will be able to accommodate us while we are unable to stay here during the tenting. I am writing this email to request if I can give you the dates that will best work for us on Monday August 19,2013 due to I have to speak with parents, and my nurse, to make sure they dates cause as little distributions to our clients life's as possible. Thank you in advance for understanding and taking care of the matter.

CAROL MOORE

QIDP/ADMINISTRATOR

INDEPENDENT OPTIONS

(951) 781-8478 OFFICE

(951)781-6362 FAX

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**From:** [DGrefe@aol.com](mailto:DGrefe@aol.com) [mailto:[DGrefe@aol.com](mailto:DGrefe@aol.com)]  
**Sent:** Tuesday, August 06, 2013 10:49 PM  
**To:** [cmoore@independentoptions.org](mailto:cmoore@independentoptions.org)  
**Subject:** Fwd: (no subject)

Carol, hopefully I got the email address right this time.

pg 2 of 2

vr,  
dave

---

From: [DGrefe@aol.com](mailto:DGrefe@aol.com)  
To: [cmoore@independantoptions.org](mailto:cmoore@independantoptions.org)  
CC: [DGrefe@aol.com](mailto:DGrefe@aol.com), [info@edenlutheran.net](mailto:info@edenlutheran.net), [kellykersten@hotmail.com](mailto:kellykersten@hotmail.com), [jamesweldinginc@sbcglobal.net](mailto:jamesweldinginc@sbcglobal.net), [carolehb1@aol.com](mailto:carolehb1@aol.com), [larymou@msn.com](mailto:larymou@msn.com)  
Sent: 8/6/2013 10:46:36 P.M. Pacific Daylight Time  
Subj: (no subject)

Carol, I apologize that it has taken so long to get back to you. I was waiting for Snyder's to contact me and they were waiting for me to contact them. Anyway, I talked to them today and I wanted to pass on what we talked about. You had a question about how long the tenting would take. The rule of thumb is that it takes around 3 days and 2 nights, i.e. move out on in the morning, move back in after 2 nights after 12:00 pm, unless the move back is on a Saturday in which case the move back can be 10:00 am.

Examples:  
Wed morning move out, move back Fri after 12:00 or  
Thurs morning move out, move back Sat after 10:00 or  
Fri morning move out, move back Mon after 12:00 (they don't work Sun).

As discussed during phone call on Jul 23rd, the lease requires a 30 day notice, but since Snyder's is very flexible on dates, we talked about a 90 day notice so you could have time to meet with your clients and come up with a time frame that works best for you. That puts us trying to get the fumigation done by the end of Oct. The 90 day notice is a "soft" date, meaning that if it would work best to go a little past that, we could. We want it to work the best for you.

If you can respond back with a proposed date that works for you by Aug 16th, we could then get things scheduled with Snyder's. Once we have a date, then Snyder's will drop of a package that a church rep and you will have to sign, in addition to a checklist of what the tenant/owner have to do to prepare for the fumigation.

Let me know if you have any questions. I look forward to hearing from you.

Vr,  
Dave Grefe  
(H) 951-273-5304

No virus found in this message.  
Checked by AVG - [www.avg.com](http://www.avg.com)  
Version: 2012.0.2242 / Virus Database: 3211/6074 - Release Date: 08/13/13



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PREVENTATIVE MAINTENANCE AGREEMENT

Table with 3 columns: Purchaser Name/Address, Job Address, Phone: 951-684-3336. Row 1: Eden Lutheran Church, 4725 Brockton Avenue, Riverside, CA 92506. Row 2: Eden Lutheran Church, 4725 Brockton Avenue, Riverside, CA 92506. Row 3: Email: info@edenlutheran.net

Maintenance Inspection scheduled for: Fall 2013 and Spring 2014 @ \$456.00 each visit

Comments: Filters are additional, price will be given for both disposable and pleated filters

EQUIPMENT TO BE INSPECTED

- (1) 20 ton unit that serves the sanctuary, (1) 5 ton unit that serves the office, (1) 2.5 ton unit that serves the choir room, (4) units that serve the preschool and (3) units that serve the fellowship hall

INSPECT: Condenser Coil, Air Filters, Electrical Connections & Contacts, Drain, Burner & Interchanger, Pilot Assembly, Flame Adjustments, Fan and Limit Switch, Possible Leaks, Unit Efficiency, and Overall Performance.

TEST: Refrigerant Charge, Suction Pressure, Head Pressure, Entering Air Temperature, Leaving Air Temperature, Thermostat Operation.

ADJUST: Fan Pulleys, Fan Belts or Replace Automatically.

CLEAN: Washable Filters or Replace Automatically.

LUBE: Bearings, Motors.

DOES NOT INCLUDE CHECKING DUCT WORK, SMELLS, OR MOLD INSPECTION. MAINTENANCE INSPECTION SHALL INCLUDE THE AIR CONDITIONING SYSTEM IN THE SPRING AND THE HEATING SYSTEM IN THE FALL. COMMERCIAL UNITS WILL BE INSPECTED AS NEEDED.

-ACCEPTANCE-

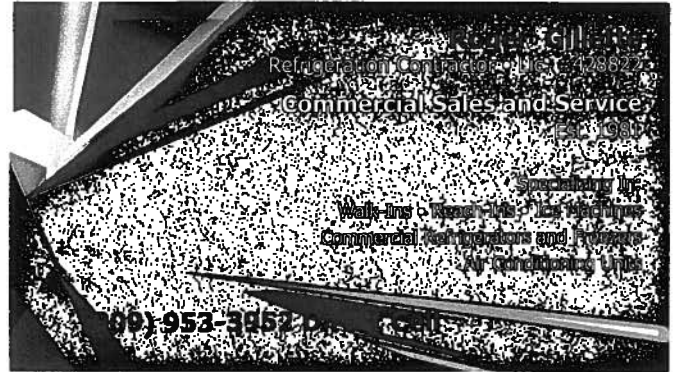
State Contractors License #519360

Purchaser: \_\_\_\_\_ HASCO: \_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_

-Agreement void if not returned within 30 days.-

Roger Gillette  
PO Box 20551  
Riverside, CA 92516  
909-953-3952  
Eden Lutheran Church  
4725 Brockton Ave  
Riverside, CA 92506



Attn: Marylou

**RE: Estimate of ice machine replacement**

Remove and replace ice machine on existing storage bin.

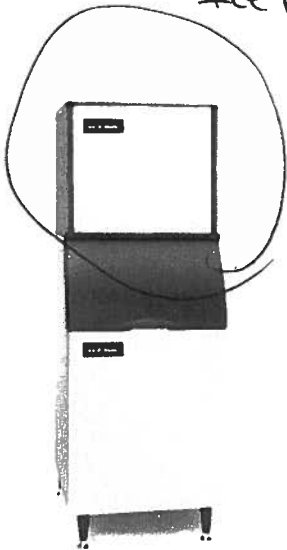
**Model ICE0520 Half Cube**

To include: removing existing machine head, installing a new Iceomatic ice machine, required plumbing, electrical connections and initial start up.

Total cost including Equipment, Installation, Delivery and Sales Tax: **\$2783.00**

Home » Products » Ice Machines » Cubers » Modular » ICE0520-Modular Cube Ice Machine

*Ice maker only - uses our existing bin*



SHARE

**The Perfect Ice for Any Occasion**

It's that familiar clinking sound in your favorite beverage. It's the fresh, crystal-clear ice that tumbles into glasses at restaurants, bars and convenience stores around the world, cooling the drink while preserving the flavor. Our widely popular cube ice never goes out of style and is perfect for any application or occasion. Long-lasting cube ice is the right choice for a wide variety of uses.

Distributor Service Tech

**Reliable and Effortless Performance**

Ice-O-Matic manufactures a full range of ICE Series™ modular cube ice machines designed for extremely simple operation and maintenance, with a commitment to reliability. Think of our machines as your silent partner, working every day to provide high volumes of crystal-clear ice. Newly redesigned to be even easier to use, they work well with most storage bins, hotel dispensers, and beverage dispensers, and are perfect for any foodservice or hospitality application. Ice-O-Matic ICE Series™ modular cube machines produce half or full cubes, and meet or exceed CEC or Energy Star criteria.

ICE0520 on B42



- ICE0520/0525 Modular Ice Maker produces up to 559 lbs. (254 kg) per day
  - Available in 50 Hz or 60 Hz
  - Warranty - 3 years parts/labor; 5 years parts evaporator/compressor; 7 years evaporator with water filter
  - 22.34" (567 mm) wide x 24.46" (621 mm) deep x 23.08" (588 mm) height
- See specification sheet for detailed model-specific information

*on the high side*

*in summer with higher temps in kitchen, more like 353 lbs per day. More than enough for our needs.*



*Page 2 of 2*

# Proposal

## ADVANCE REFRIGERATION & ICE SYSTEMS INC

1433 W. LINDEN ST. STE. A RIVERSIDE CA. 92507

951 682-1666 FAX # 951 682-2334

July 25, 2013

Summary: EQPMT/ DELIVERY  
 Reference #: 4138-102  
 SP: HD  
 Due Date: 8/24/2013

VINE LIFE CHRISTIAN FELLOWSHIP  
 16561 PORTER AVE  
 RIVERSIDE, CA 92504

Job Name:  
 VINE LIFE CHRISTIAN FELLOWSHIP  
 16561 PORTER AVE  
 RIVERSIDE, CA 92504

951-780-2397

951-780-2397

Item Code	Description	Hrs/Qty	Price	Amount
M-EQUIPMENT	Ice Machine	1.00	2282.37	2282.37
	Model # ICE0520A			
M-IOM-WFIFQ1	Ice-O-Matic Water Filter System	1.00	259.00	259.00
	Extends the warranty to Seven years PARTS and LABOR on the EVAPORATOR when you purchase an Ice-O-Matic water filter with your cube ice maker and replace the filter every (6) Six months.			
	Model # IFQ1			
L-D&I	Delivery, set up and Installation	1.00	595.00	595.00

Includes: Factory Freight, Delivery, Removal of existing unit (if needed), Set up, installation, check complete operation of unit and process all manufacture paperwork.

To be installed on Existing ice bin.

The 110 volt unit is standard, if a 220 volt unit is needed, it would have to be special ordered and can take up 2 weeks to get in.

Payment Terms: 50% down and the remaining 50% due at the time of installation. (if a credit card is used, there will be a 3% credit card fee per credit card transaction.)

Material	Labor	Subtotal	Tax 1	Total
2541.37	595.00	3136.37	203.31	\$3,339.68

**Payment to be made as follows:**

Proposal not valid after 30 days.

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon delays beyond our control. Purchaser agrees to pay all costs of collection, including attorney's fees. This proposal may be withdrawn by us if not accepted by the above due date .

Authorized Signature \_\_\_\_\_

Acceptance Signature \_\_\_\_\_

Date \_\_\_\_\_

# Proposal

## ADVANCE REFRIGERATION & ICE SYSTEMS INC

1433 W. LINDEN ST. STE. A RIVERSIDE CA. 92507

951 682-1666 FAX # 951 682-2334

August 02, 2013

Summary: EQUIPMENT  
 Reference #: 1987-102  
 SP: HD  
 Due Date: 8/2/2013

EDEN LUTHERN CHURCH/SCHOOL  
 4725 BROCKTON AVE  
 RIVERSIDE, CA 92506

Job Name:  
 EDEN LUTHERN CHURCH  
 4725 BROCKTON AVE  
 RIVERSIDE, CA 92506

909-683-7001

909-683-7001

Item Code	Description	Hrs/Qty	Price	Amount
M-EQUIPMENT	Ice machine with built in storage	1.00	1937.95	1937.95
	Model # ICEU150A			
M-IOM-WFIFQ1	Ice-O-Matic Single Water Filter System 0 - 1000 lbs of ice per Day	1.00	289.00	289.00
	Extends the warranty to Seven years PARTS and LABOR on the EVAPORATOR when you purchase an Ice-O-Matic water filter with your cube ice maker and replace the filter every (6) Six months.			
	Model # IFQ1			
L-D&I	Delivery, set up and Installation	1.00	449.00	449.00

Includes: Factory Freight, Delivery, Removal of existing unit (if needed), Set up, installation, check complete operation of unit and process all manufacture paperwork.

Payment Terms: Full payment due at the time of installation, if a credit card is used, there will be a 3% (\$85.62) credit card fee.

Material	Labor	Subtotal	Tax 1	Total
2226.95	449.00	2675.95	178.16	\$2,854.11

**Payment to be made as follows:**

Proposal not valid after 30 days.

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon delays beyond our control. Purchaser agrees to pay all costs of collection, including attorney's fees. This proposal may be withdrawn by us if not accepted by the above due date .

Authorized Signature \_\_\_\_\_ Acceptance Signature \_\_\_\_\_ Date \_\_\_\_\_

# Heating Airconditioning Service CCompany, Inc.



3015 DURAHART STREET  
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Lic. #519360

## Proposal

Proposal Submitted To

Job Address Date: 8/12/2013 Proposal # **1440**

Eden Lutheran Church  
4725 Brockton Avenue  
Riverside, CA 92506

Eden Lutheran Church  
4725 Brockton Avenue  
Riverside, CA 92506

Job Phone: 951-684-3336  
E-mail: info@edenlutheran.net

We hereby submit specifications and estimates for:

### Description

This estimate is to replace the ice machine in fellowship hall kitchen.  
Reference invoice # 70396.

Install a new ice machine including remove and properly dispose of the existing, provide a new ice machine head and storage bin, restaurant quality equipment, water filter unit, electrical connection to existing supply, water connection to existing supply, material, tax, labor, one year labor warranty, manufacturer's warranty on parts.

Hoshizaki 500# head on a 260# bin \$7,850.00.

Manitowac 500# head on a 350# bin \$7,575.00.

Ice-o-matic 500# head on a 350 # bin \$ 7,144.00.

Thank you,  
Daryl Salmon

**We Propose** hereby to furnish material and labor - complete in accordance with above specifications, for the sum of: **\$7,850.00**

### Payment to be made as follows:

100% Upon Completion

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices, M-F 8am-5pm. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance. Any amount not paid when due will be charged the maximum interest allowed under the state laws. In the event litigation is instituted to enforce payment of this invoice, the prevailing party is to be awarded court costs and reasonable attorney's fees.

Authorized  
Signature \_\_\_\_\_

Note: This proposal may be withdrawn by us if not accepted within **-30-** days.

**Acceptance of Proposal** - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_

Signature \_\_\_\_\_



This request came in on 8/13/13

Pg 1 of 2

Toni Douthitt

**From:** noreply@salesforce.com on behalf of Christina Maxson [christina.maxson@llsa.com]  
**Sent:** Tuesday, August 13, 2013 11:21 AM  
**To:** info@edenlutheran.net  
**Subject:** Requesting your assistance for community outreach health screening  
**Attachments:** FAQ For Life Line Screening.doc; Sample Flyer.pdf; \_Certification\_.htm



8/13/2013

Greetings!

I am writing this letter to request your help in bringing life saving stroke and vascular disease screenings to your community. I represent Life Line Screening, which is a leading mobile health screening organization. Since 1993, we've screened over 8 million people nationally. In that time, we have worked in conjunction with thousands of churches in our quest to prevent the tragedies associated with stroke and vascular disease. We screen over 1 million people nationwide each year. **On average, we will find more than 25,000 individuals with critical findings of which they were completely unaware.** These are lives, and perhaps even more importantly, the quality of lives, that our screenings preserve.

The faith community is very supportive of our efforts, due to the sheer number of stroke victims members of the clergy see in the performance of their pastoral roles. The good news is that the majority of strokes can be *avoided* through **affordable** preventive screening programs. Churches, such as yours, provide the use of their church halls, gyms or other suitable facilities and we can then work together to help save lives. Since half of all strokes and 75 percent of all abdominal aortic aneurysms occur with no symptoms, it's a tremendous service to both the congregation and community.

We will be coming to your area for a one day screening event in **December**, and we'd love to work with you. Ideally, we need about 40 by 40 feet of space, which is wheelchair accessible. There's no cost to the church and Life Line Screening will assume the liability for the space and participants on that screening day. It's a great way for the church to reach out to the community in a very meaningful way without expending the church's financial and human resources. And, last but not least, you'll be supporting a program, which could very well save lives in your congregation and community.

I hope you'll be able to assist us bringing this important and lifesaving service to the community. Please contact me if you would be interested to know how you could be the host of the next event that is held in Riverside. I can be contacted back by reply email at [christina.maxson@llsa.com](mailto:christina.maxson@llsa.com). I look forward to hearing from you.

I have also included a quick 90-second link, as well as some background information that will help explain Life Line Screening, who we are and how we save lives.

<http://www.youtube.com/watch?v=b8igGrkVcBc>

Sincerely,

Christina Maxson  
Health Service Coordinator  
Life Line Screening  
Phone: (909) 962-7053  
Fax: 866 492 0219  
Email: [christina.maxson@llsa.com](mailto:christina.maxson@llsa.com)  
Website: [www.lifelinescreening.com/community-partners](http://www.lifelinescreening.com/community-partners)

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