

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**

Wednesday, October 12, 2016 – 7:00 p.m.

AGENDA

I. Preparation

1. Welcome Guests – Luke Williams
2. Personalization – Sharing of joys and concerns
3. Inspiration – Opening Devotions
4. Review / Approval of the Agenda
5. Review / Approval of Minutes from September with any corrections

II. Action

- | | |
|---------------------------------------|---------------------------------|
| 1. Pastor's Report | Linda Brown |
| 2. President's Report | Joe Ludwig |
| 3. Monthly Ministry Reports | |
| A. Finance | Marge Steinbrinck |
| B. Learning | Zachary Anderson |
| C. Evangelism | |
| D. Property | David Grefe |
| E. Service/Fellowship | Pat Sinclair |
| F. Stewardship | |
| G. Worship and Music | Paula Smith |
| H. Technology | James Sansom & Zachary Anderson |
| I. Brothers in Christ (B.I.C) | Pastor Linda |
| 5. Monthly reports from organizations | |
| A. ELCW | Paula Smith |
| B. EL Preschool | Pat Sinclair |
| C. Helping Hands | James Sansom |

III. New Business

- 1: Accountant
- 2: Sales and Use Tax
- 3:

IV. Continuing Business

1. Storage Containers
2. Helen Crum Trust
3. Reformation-500th Anniversary
- 4.

V. Information

1. Head Usher for November: Joe Ludwig
2. Upcoming events
 - A. Council Meeting – Wednesday, November 9, 2016 7:00 p.m. (Executive Committee at 6:30)
 - B. ELCW Christmas Bazaar-November 5, 2016 (9:00am)
 - C. Veterans Pot Luck -November 13, 2016 (Following Worship)

VI. Closing

1. Adjournment & Lord's Prayer

Go in Peace to love and serve the Lord!

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."

Draft
**EDEN LUTHERAN EVANGELICAL CHURCH
COUNCIL MEETING
Wednesday, September 14, 2016 – 7:00 p.m.**

MINUTES

Meeting was called to order at 7:05 pm by Joe Ludwig.

Attendees: Pastor Linda Brown, Zach Anderson, Don Eissfledt, Jay Fiene, David Grefe, Joe Ludwig, Nicolette Rohr, James Sansom, Pat Sinclair, Paula Smith, Oliver Silveira, Marge Steinbrinck, Jo Thompson; Lyle Hodgerson

I. Preparation

1. Welcome Guests: Lyle Hodgerson
2. Sharing of joys and concerns
 - Jo Thompson and Nicolette Rohr shared information about the Riverside Art Museum Art Alliance fundraiser on Oct. 14
3. Inspiration: Devotions from Pastor
 - Matthew 25
 - Pastor would like council members to find non-profits and other agencies to partner with and focus on one per month and encourage Eden to reach out in the community more; Pastor is picking LSS
4. Review / Approval of the Agenda; with amendment (August not April) **(MSC)**
5. Review / Approval of Minutes from August Council Meeting **(MSC)**

II. Action

1. Pastor's Report: Pastor Linda Brown (see written report in packet)
 - Congratulations to Pastor on completing her two year course at the Center for Action and Contemplation
2. President's Report: Joe Ludwig
 - Lyle and Joe will discuss crafting a ten year plan for Messenger
3. Monthly Ministry Reports
 - A. Finance: Lyle Hodgerson (see written report in packet)
 - **Motion:** To purchase \$100 in gift cards for Pastor's use for food cards, with funds to come from Marie Callendar's/Ralph's line item **(MSC)**
 - Finance voted not to approve member's request to remodel/redecorate Bride's Room. Council agrees with this decision. Wedding parties can make minor changes (moving chairs, brining in mirror, etc.) on wedding days but the room is used for many other purposes much more often. Suggestion is to rename room for more general purpose. Lyle raised the issue of purchasing a plaque on the door to make name clear. Pastor will determine funding source. Jay suggested naming the youth room in the back of the fellowship hall Katie's Room and the room currently named the Bride's Room Luther's Room. **Motion:** To name current Youth Room Katie's Room and Bride's Room Luther's Room **(MSC)**
 - **Motion:** To allocate \$500,000 in funds from the Helen Crum Trust into new/separate banking account for security reasons. **(MSC)**
 - **Motion:** To get rid of extra copy machine (rarely used) sitting in hallway for a savings of \$140/monthly. **(MSC)**
 - **Motion:** To run credit check and background check for new executive assistant with money from general fund. **(MSC)**
 - Low giving/low attendance month; financials included in packet
 - B. Learning: Zach Anderson
 - Sunday School started last week with two students; Don reminded us that two students is better than no students
 - C. Evangelism (no report)
 - D. Property: David Grefe and James Sansom
 - lighting is working in containers

- Pat inquired about bids for cutting hedges to two feet or removing them completely; one bid received for \$5000 but Finance and Council need more information and a more specific breakdown/description of work to be completed; Property needs to provide at least one additional bid; Jay will look into second bid.
- Pat requested information for total cost of container project; Chuck Wilson is looking into purchasing shelving; James feels custom shelving is best (\$4700 est.) and has already looked into ready-made shelving and found the modifications necessary to be too labor intensive; current quote is good through the 18th; Council discussed the cost and extended timeline of the project.
Motion: To accept the current bid for shelving with funds from the Helen Crum Trust not to exceed \$5000; **(MSC—**with one no and one abstention)
- Thanks to Oliver and Martin Silveira for help with tree removal; we are in compliance with the city
- Pat alerted the Council that the gate leading to the preschool does not lock; this is a violation and needs to be addressed so the preschool is in compliance; James and his brother will work on getting it fixed this weekend

E. Service/Fellowship: Pat Sinclair (see written report in packet)

- Toni's Goodbye Party/Potluck is Oct. 16; Pat asked Council to consider saying a few words; there will be a money tree at the event
- Stewardship Baked Potato Luncheon Oct. 23

F. Stewardship: Pat Sinclair (see written report in packet)

- Stewardship contest trees are up

G. Worship and Music: Paula Smith (see written report in packet)

- Nicolette asked for more information about Worship & Music minutes/committee sign-ups; sign-ups did not happen on Rally Sunday

H. Technology: Zach Anderson and James Sansom

- Pat followed up on the sound system; Zach feels the costs of replacing would be exorbitant; Pat wants to see more information on how to improve our existing system; Choir has a hard time hearing the Pastor and some in congregation have a hard time hearing the Choir; Zach suggested new microphone equipment and ensuring equipment is not interfered with
- Zach reported that hearing devices are now working

I. Brothers in Christ (B.I.C): Pastor

- Issue with organ has been addressed; lock has been installed

5. Monthly reports from organizations

A. ELCW: Paula Smith (no report)

- Pat mentioned LSS Walk-A-Thon Oct. 1; Eden is last stop and ELCW is providing refreshments

B. EL Preschool: Pat Sinclair (see written report in packet)

- overhang has been painted
- Back to School Sept. 23
- more information is required for the bid for replacing doors

C. Helping Hands: James Sansom

- Scrip sales down; Marge suggested sharing more information about this program

Motion: Approve all reports as noted **(MSC)**

III. New Business – no new business

IV. Continuing Business

1. Storage Containers: discussed in Property

2. Scholarships:

- Pat reported that the minutes need to reflect the names of the scholarship recipients. They were Steve Anderson, Zach Anderson, Josh Anderson, Allisson Silveira, Emily Done, Shanna Done, Nick Harris, Shannon Barkely, and Rachel Grefe

3. Helen Crum Trust:

- Pastor reported that approx. \$113, 833 from Trust is still to be disbursed
- Marge reported Steering Committee will meet again in October
- Lyle reminded Council to plan to consider how the income generated by the investments will be used

4. Reformation-500th Anniversary:

- Nicolette has submitted an article to the Messenger announcing commemorative year and inviting ideas
- Nicolette asked if there needed to be an official committee formed to plan; she has already met with Pastor and Chuck Wilson
- Marge suggested including our renaming of Luther's Room and Katie's Room as part of the commemorations
- Pat reminded Council that these commemorations are a good opportunity for community outreach
- Jo brought up the Icons exhibition of the Riverside Art Museum and All Saints Episcopal as a model of a church-community partnership
- Nicolette will speak with Worship & Music about incorporating special music, etc.

5. Amazon Smile:

- Jay reported that he is getting closer to having Eden designated as a charity to select when making Amazon purchases

V. Information

1. Head Usher for October: James Sansom

2. Upcoming events

A. Council Meeting – Wednesday, October 12, 2016 7:00 p.m.; executive committee at 6:30

Meeting was adjourned by Joe Ludwig at 8:43 pm.

Respectfully submitted,
Nicolette Rohr, Council Secretary

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."

Draft
EDEN LUTHERAN EVANGELICAL CHURCH
September 25, 2016 – 11:40 a.m.

Executive Council Meeting Minutes

Present: Pastor Linda Brown, Joe Ludwig, Nicolette Rohr, James Sansom, Pat Sinclair, Marge Steinbrinck, Lyle Hodgerson

1. Preschool Playground Equipment

- Pat brought photos of playground equipment for the preschool. Value is est. over \$100,000. Cost of equipment is free to us if we pay to remove and reinstall equipment, est. \$5,000.
- **Motion (Pat):** To authorize up to \$5,000 from the Helen Crum Trust to pay for the labor to remove the playground equipment from its current location and install it at ELS playground. James seconded, all in favor, motion carries.

2. Parking Lot Lighting

- Pastor wrote to council members earlier in the week regarding the lack of lighting in the parking lot. This is a safety and liability issue and may be related to the increase in vandalism this week and influx of homeless people on the campus since their removal from the river bottom.
- Property needs to determine how many lights there are total for replacing; all will be replaced with LED lights (suggested) and 150 watt bulbs (recommended by James).
- James will contact Matt regarding an estimate on Monday or Tuesday of this week and relay a detailed report to Finance.
- **Motion (Pat):** To authorize up to \$10,000 for parking lot light replacement from the Helen Crum Trust following formal proposal to Finance. Marge seconded, all in favor, motion carries.

3. Administrative Assistant Hire

- Pastor distributed packets of application materials for the recommended candidate for Toni's replacement.
- This is a time sensitive hire so that Toni's replacement can begin working Oct. 3 and spend three weeks working with Toni as training.
- Lyle asked for a description of duties and clarified terms of employment: no insurance or benefits, strictly part-time hourly (\$15/hr.), vacation and sick leave information listed in terms of employment.
- ELS will also meet to approve hire.
- **Motion (Marge):** To approve hire of Nicole Torres for the position of administrative assistant in the terms outlined in job description, contingent upon fingerprinting and credit check. James seconded, all in favor, motion carries.

4. Communion Assistant and Confirmation Robes

- Pastor reported that Worship and Music suggested the purchase of new robes and albs for confirmation, Santa Lucia, etc.
- Formal proposal will be submitted to Finance and Council.

5. Xerox Machine

- Toni sent out a detailed proposal via email regarding replacing the copy machine in her office with a new

machine and replacing the ELS machine with a certified pre-owned machine as well as ending our current lease and switching to Image Source. Advantages include local support, better software compatibility, and cost savings with the decision to get rid of the extra copy machine in the hall for a savings of \$140/mo., already approved by the Council.

- **Motion (Marge):** To accept Toni's proposal as outlined and replace the copy machine. James seconded, all in favor, motion carries.

Meeting adjourned at 12:14 pm.

Respectfully Submitted,
Nicolette Rohr, Council Secretary

Pastor's Report for September/October 2016

Here we are coming up on another busy time of the year. Lots going on and lots of things are on the calendar.

Among all of the monthly meetings I attended here are some of the administrative duties that I performed during the course of the month: wrote and sent out a Confirmation project letter to Noah Baranowski, took part in 12 interviews for Toni's replacement as well as had 1 follow-up interview with one candidate, wrote 2 Messenger articles, changed sign at the end of the driveway, met with Alec-one of the boy scouts regarding his Eagle scout project, attended a city council meeting which was based on the homeless concerns here in Riverside, worked with Jo on the women's retreat and Nicolette on some of the activities for the upcoming year, and many more things which are too numerous to mention.

Here are some of the pastoral duties that I performed during the course of the month: gave out 7 food cards and provided pastoral care of the people who came in to receive them, prepared for and led Song and Study hours as well as 4 worship services, wrote 3 'Thank You for Worshipping with Us' cards, met with 5 members of the congregation in my office, went to lunch/dinner with 3 parishioners, did 6 home communions, hospital visits, and ministry opportunities, performed a baptism with the preschool children in attendance, met with pastors 4 times for text studies, went to lunch with Pr. James Pike from Upland as well as Tim and Kent from the local Riverside Lutheran churches, met with local pastors to talk about the Riverside homeless concerns, as well as many other pastoral duties which are too numerous to mention as well.

Draft
Eden Lutheran Church
Finance Committee Meeting Minutes
October 10, 2016

Meeting was called to order at 9:30 am

Attendees: Pastor Brown, Marge Steinbrinck, Pat Sinclair, Chuck Wilson, Gene Mass and Lyle Hodgerson.

Prayer: Pastor Brown. **Motion:** Purchase \$250 in gift cards for Pastors use, funds to come from the Marie Calendars/ Ralphs line item, **MSC**.

Toni Douthitt and Nicole Torres presented Financial/Bookkeeper's report, on file. **Motion:** Approval of motion to accept weekly fiscal reports, **MSC**. **Motion:** Approval of acquiring a Home Depot credit card for repair parts purchases, **MSC**. Volunteer insurance coverage renewal. Financials still a negative from lack of current giving.

Information and discussion:

Helen Crum Trust –new Provident bank account approval and established for \$500,000 from the Helen Crum funds. This sets these funds aside for security reasons. **Motion:** No use or drawing on non-Helen Crumb Trust funds for major purchases, **MSC**.

Audit – Seems we need an outside audit, no volunteers. **Motion:** Marge and Pastor to research available options for hiring an accountant to do an audit and file tax returns because of new income tax rules and reporting, **MSC**.

Cargo containers – Expenses (\$1000) for shelving and possible pad retaining wall still pending.

Budget – Budgets needed for the 2017 calendar year, lack of submitted budgets in prior years. Budget committee meeting set for Wednesday October 19, 2016 at 9 am. We need budget numbers in place for November congregational approval.

Carpet – **Motion:** Approval of a \$32,000 budget for campus carpet replacement. We have one bid and have other requested bids pending. Funds to come from Helen Crum line item, **MSC**. We have a close deadline for this work because of a December wedding and Christmas services.

Steering committee – October meeting pending member schedules.

Next meeting will be 11-9-2016 at 9:30 am.

Submitted,
Lyle Hodgerson - Chair

12:44 PM

10/07/16

Cash Basis

Eden Lutheran Church

Balance Sheet

As of September 30, 2016

	Sep 30, 16	Aug 31, 16	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
Debit Account Provident	517.49	502.66	14.83
General Checking Provident	1,915.12	2,747.22	-832.10
Mission Term CD Endowment Provident	17,993.42	17,993.42	0.00
Altar Supplies	11.60	11.60	0.00
Anniversary Fund	160.00	160.00	0.00
Brothers In Christ	6,653.51	9,863.51	-3,210.00
Building Fund	1,359.49	1,344.49	15.00
Choir Fund	2,098.03	2,098.03	0.00
Christian Education	3,753.89	3,753.89	0.00
Crum Trust Funds	709,129.42	715,000.00	-5,870.58
Helping Hands			
Great Lakes Scrip	-196.08	-59.23	-136.85
Marie Callendars/Ralphs Rewa...	581.23	632.57	-51.34
Total Helping Hands	385.15	573.34	-188.19
Homeless			
Hygiene Packs			
Candy Sales	80.00	80.00	0.00
Hygiene Packs - Other	347.18	347.18	0.00
Total Hygiene Packs	427.18	427.18	0.00
Homeless - Other	20.00	20.00	0.00
Total Homeless	447.18	447.18	0.00
Member Assistance	781.40	731.40	50.00
Memorial Fund	5,910.31	5,910.31	0.00
Mission Trips	455.00	455.00	0.00
Organ Fund	324.72	324.72	0.00
Outreach	4.48	4.48	0.00
Parking Lot Fund	17,721.95	17,721.95	0.00
Pastors Discretionary Fund	73.81	73.81	0.00
Reserve Fund	3,992.87	5,679.08	-1,686.21
Scholarship Funds	7,280.15	7,280.15	0.00
Sound System/Technology Fund	975.00	975.00	0.00
Stewardship	1,105.55	664.55	441.00
VBS Fund	100.47	100.47	0.00
Youth Ministries	2,285.43	2,285.43	0.00
Provident - Other	276.63	122.38	154.25
Total Provident	765,286.04	775,580.77	-10,294.73
ProvidentCD Scholarship	25,614.65	25,614.65	0.00
Total Checking/Savings	811,326.72	822,438.72	-11,112.00
Total Current Assets	811,326.72	822,438.72	-11,112.00
Fixed Assets			
Furniture and Equipment			
Storage Containers			
Purchase	31,906.75	26,099.96	5,806.79
Total Storage Containers	31,906.75	26,099.96	5,806.79
Furniture and Equipment - Other	8,330.48	8,330.48	0.00
Total Furniture and Equipment	40,237.23	34,430.44	5,806.79
Total Fixed Assets	40,237.23	34,430.44	5,806.79
Other Assets			
Other Assets	3,250.64	3,250.64	0.00
Total Other Assets	3,250.64	3,250.64	0.00
TOTAL ASSETS	854,814.59	860,119.80	-5,305.21

12:44 PM
10/07/16
Cash Basis

Eden Lutheran Church
Balance Sheet
As of September 30, 2016

	Sep 30, 16	Aug 31, 16	\$ Change
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
Accounts Payable	-1,241.68	-1,207.23	-34.45
Total Accounts Payable	-1,241.68	-1,207.23	-34.45
Total Current Liabilities	-1,241.68	-1,207.23	-34.45
Total Liabilities	-1,241.68	-1,207.23	-34.45
Equity			
Opening Balance Equity	103,895.02	103,895.02	0.00
Unrestricted Net Assets	30,185.21	30,185.21	0.00
Net Income	721,976.04	727,246.80	-5,270.76
Total Equity	856,056.27	861,327.03	-5,270.76
TOTAL LIABILITIES & EQUITY	854,814.59	860,119.80	-5,305.21

12:53 PM
10/07/16
Accrual Basis

Eden Lutheran Church
All Income and Expenses - Current and YTD
September 2016

	Sep 16	Budget	Jan - Sep 16	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
Altar Flowers	115.00	195.00	1,607.19	1,755.00	2,340.00
Anniversary	0.00		45.00		
Building	15.00		175.00		
Christmas Offering	0.00		10.00		
Current Offerings					
Lent/Easter	0.00		4,936.96	2,000.00	2,000.00
Loose Plate Offering	68.10	141.67	1,115.15	1,274.99	1,700.00
Simply Giving	1,520.00	1,250.00	14,140.00	11,250.00	15,000.00
Current Offerings - Other	8,826.00	13,083.33	94,266.00	117,750.01	157,000.00
Total Current Offerings	10,414.10	14,475.00	114,458.11	132,275.00	175,700.00
Designated Income	0.00		0.00		
Employee Deductions	450.00	300.00	3,150.00	2,700.00	3,600.00
Endowment Funds	0.00		3,601.50		
Facility Fees					
Brothers in Christ	1,790.00		16,040.00		
CODA	50.00	37.50	372.50	337.50	450.00
Parsonage Rent	1,015.00	1,087.50	9,135.00	9,787.50	13,050.00
Pre-School	200.00	200.00	1,200.00	1,800.00	2,400.00
Riverside County Parking	1,500.00	1,373.25	12,739.98	12,359.25	16,479.00
Saturday AA	0.00	83.33	450.00	750.01	1,000.00
T-Mobile	1,569.91	1,641.67	14,116.63	14,774.99	19,700.00
Wedding Deposits	0.00		300.00		
Womens AA	0.00		390.00		
Facility Fees - Other	0.00	1,750.00	600.00	15,750.00	21,000.00
Total Facility Fees	6,124.91	6,173.25	55,344.11	55,559.25	74,079.00
Helping Hands					
Candy Donations	0.00		80.00		
Marie Callender	48.66		587.90		
Scrip Program	1,711.40		21,597.35		
Total Helping Hands	1,760.06		22,265.25		

12:53 PM
10/07/16
Accrual Basis

Eden Lutheran Church
All Income and Expenses - Current and YTD
September 2016

	Sep 16	Budget	Jan - Sep 16	YTD Budget	Annual Budget
Hygiene Packs	0.00		49.00		
Interest Earned	155.52		1,084.33		
Member Assistance Fund	50.00		375.00		
Memorial Fund	45.00		1,640.00		
Misc. Income					
Crum Trust Funds	0.00	780,000.00			
Misc. Income - Other	220.00	416.67	4,761.34	3,749.99	5,000.00
Total Misc. Income	220.00	416.67	784,761.34	3,749.99	5,000.00
Pastor Discretionary Fund	0.00		115.00		
Scholarship Fund	0.00		20.00		
Stewardship Fund	536.00		674.00		
Technology Fund	0.00		50.00		
Thrivent Choice Dollars	0.00	166.67	1,744.00	1,499.99	2,000.00
Total Income	19,885.59	21,726.59	991,168.83	197,539.23	262,719.00
Gross Profit	19,885.59	21,726.59	991,168.83	197,539.23	262,719.00
Expense					
Bank Fees					
Vanco Processing Fees	7.20		35.45		
Bank Fees - Other	0.00		15.00		
Total Bank Fees	7.20		50.45		
Benevolence					
Synod	0.00	375.00	4,881.00	3,375.00	4,500.00
World Hunger ELCA	0.00	375.00	4,120.00	3,375.00	4,500.00
Benevolence - Other	0.00		11,077.00		
Total Benevolence	0.00	750.00	20,078.00	6,750.00	9,000.00
Christian Education					
Books	0.00		63.15		
Christian Education - Other	0.00		204.04		
Total Christian Education	0.00		267.19		

Eden Lutheran Church
All Income and Expenses - Current and YTD
September 2016

	Sep 16	Budget	Jan - Sep 16	YTD Budget	Annual Budget
Continuing Education					
Travel Expenses	0.00		500.00		
Continuing Education - Other	0.00	125.00	1,000.00	1,125.00	1,500.00
Total Continuing Education	0.00	125.00	1,500.00	1,125.00	1,500.00
Designated Expenses					
Scholarships	0.00		4,500.00		
Total Designated Expenses	0.00		4,500.00		
Education and Learning Supplies					
Adult Education	0.00		0.00	100.00	100.00
Confirmation Materials	0.00		0.00	100.00	100.00
Vacation Bible School	0.00		0.00	225.00	225.00
Youth Activities	0.00	41.67	64.54	374.99	500.00
Total Education and Learning Supplies	0.00	41.67	64.54	799.99	925.00
Employer Payroll Tax					
Helping Hands Expenses	343.52	433.33	3,538.18	3,900.01	5,200.00
Candy Supplies	0.00		118.23		
Hygiene Pack Supplies	0.00		87.59		
Scrip Inventory/Sales	3,811.71		22,969.71		
Scrip Monthly Fee	7.75		38.75		
Total Helping Hands Expenses	3,819.46		23,214.28		
Insurance					
Master Insurance	864.52	808.33	7,443.17	7,275.01	9,700.00
Workers Comp	1,252.32	125.00	1,481.18	1,125.00	1,500.00
Total Insurance	2,116.84	933.33	8,924.35	8,400.01	11,200.00
Member Assistance					
Operations	0.00		500.00		
Postage, Mailing Service	14.75	66.67	414.75	599.99	800.00

Eden Lutheran Church
All Income and Expenses - Current and YTD
September 2016

	Sep 16	Budget	Jan - Sep 16	YTD Budget	Annual Budget
Printing and Copying					
Lease Payment	1,975.92	916.67	9,892.49	8,249.99	11,000.00
Total Printing and Copying	1,975.92	916.67	9,892.49	8,249.99	11,000.00
Property					
Alarm	95.70		382.80	400.00	400.00
Building Maintenance and Repair					
Equipment Maintenance	2,063.65	333.33	7,603.03	3,000.01	4,000.00
Grounds Maintenance	0.00	250.00	3,853.88	2,250.00	3,000.00
Inside Custodian	0.00		16,870.80	500.00	500.00
Janitorial Supplies	148.12		1,782.48		
Inside Custodian - Other	1,475.00	166.67	4,897.79	1,499.99	2,000.00
Total Inside Custodian	1,623.12	166.67	6,680.27	1,499.99	2,000.00
Lawn Care	1,400.00	700.00	6,310.00	6,300.00	8,400.00
Total Property	5,182.47	1,450.00	41,700.78	13,950.00	18,300.00
Telephone, Telecommunications					
Cell Phone	25.00	25.00	225.00	225.00	300.00
Land Line	0.00	170.83	0.00	1,537.51	2,050.00
Telephone, Telecommunications - Other	204.97		1,839.51		
Total Telephone, Telecommunications	229.97	195.83	2,064.51	1,762.51	2,350.00
Utilities					
City Services	536.73	375.00	3,104.54	3,375.00	4,500.00
Electricity	1,282.77	958.33	8,627.85	8,625.01	11,500.00
Gas	74.43	250.00	1,590.88	2,250.00	3,000.00
Trash and Pickup	268.12	266.67	2,380.86	2,399.99	3,200.00
Water	440.25	400.00	2,440.64	3,600.00	4,800.00
Total Utilities	2,602.30	2,250.00	18,144.77	20,250.00	27,000.00
Total Operations	10,005.41	4,879.17	72,217.30	44,812.49	59,450.00

12:53 PM
10/07/16
Accrual Basis

Eden Lutheran Church
All Income and Expenses - Current and YTD
September 2016

	Sep 16	Budget	Jan - Sep 16	YTD Budget	Annual Budget
Other Types of Expenses					
Other Costs	24.00		2,230.68		
Web Page	0.00		135.30	150.00	150.00
Total Other Types of Expenses	24.00		2,365.98	150.00	150.00
Outreach	0.00	83.33	0.00	750.01	1,000.00
Pastor Professional Expense	0.00		134.38		
Payroll Expenses					
Payroll Processing Fees	15.75	25.00	182.30	225.00	300.00
Total Payroll Expenses	15.75	25.00	182.30	225.00	300.00
Property Taxes	0.00		996.53	1,000.00	2,000.00
Service/Fellowship					
Homeless Meals Mission	0.00	83.33	187.14	750.01	1,000.00
Service/Fellowship - Other	55.27		-269.97	200.00	200.00
Total Service/Fellowship	55.27	83.33	-82.83	950.01	1,200.00
Staff Salaries and Benefits					
Babysitting Services	150.00	130.00	1,050.00	1,170.00	1,560.00
Background Check	114.00		114.00		
Bookkeeper	300.00	300.00	2,700.00	2,700.00	3,600.00
Disability, Survivor and Retire	267.38	181.50	2,406.42	1,633.50	2,178.00
Mileage Reimbursement	113.94	100.00	1,585.74	900.00	1,200.00
Organist					
Organist - Medical Insurance	223.00	223.00	1,784.00	2,007.00	2,676.00
Organist - Salary	1,644.53	1,644.50	15,023.80	14,800.50	19,734.00
Total Organist	1,867.53	1,867.50	16,807.80	16,807.50	22,410.00
Pastor Salary, Housing & Other					
Pastor Brown Housing	3,166.68	3,166.67	28,500.12	28,499.99	38,000.00
Pastor Brown Salary	2,987.28	3,032.50	26,885.52	27,292.50	36,390.00
Total Pastor Salary, Housing & Other	6,153.96	6,199.17	55,385.64	55,792.49	74,390.00
Retirement	1,044.17	604.17	8,472.53	5,437.49	7,250.00

Eden Lutheran Church
All Income and Expenses - Current and YTD
September 2016

	Sep 16	Budget	Jan - Sep 16	YTD Budget	Annual Budget
Secretary					
Secretary Insurance	223.00	223.00	2,107.00	2,007.00	2,676.00
Secretary - Other	2,100.00	2,080.00	18,780.00	18,720.00	24,960.00
Total Secretary	2,323.00	2,303.00	20,887.00	20,727.00	27,636.00
Staff Appreciation	0.00		11,800.00		
Supply Pastor	0.00	91.67	918.68	824.99	1,100.00
Vacation Organist	0.00	16.67	300.00	149.99	200.00
Total Staff Salaries and Benefits	12,333.98	11,793.68	122,427.81	106,142.96	141,524.00
Stewardship	0.00		0.00	600.00	600.00
Supplies					
Office Supplies					
Misc. Office Supplies	24.54	216.67	2,315.24	1,949.99	2,600.00
Office Supplies - Other	0.00		89.65		
Total Office Supplies	24.54	216.67	2,404.89	1,949.99	2,600.00
Total Supplies	24.54	216.67	2,404.89	1,949.99	2,600.00
Technology					
Travel and Meetings			1,960.68	450.00	450.00
Conference, Convention, Meeting			880.00	700.00	700.00
Food and Drinks	210.00		284.98	150.00	150.00
Hotel Room	33.94		1,416.80	600.00	600.00
Hotel Room	0.00		320.00		
Mission Trip	0.00		24.00	50.00	50.00
Parking Fees	0.00		50.00		
Travel	0.00		50.00		
Total Travel and Meetings	243.94	216.67	2,975.78	1,500.00	1,500.00
Worship and Music					
Altar Flowers			206.36		
Easter Lilies	0.00		1,555.20	1,800.00	2,400.00
Altar Flowers - Other	345.60	200.00			
Total Altar Flowers	345.60	200.00	1,761.56	1,800.00	2,400.00

Eden Lutheran Church
All Income and Expenses - Current and YTD
September 2016

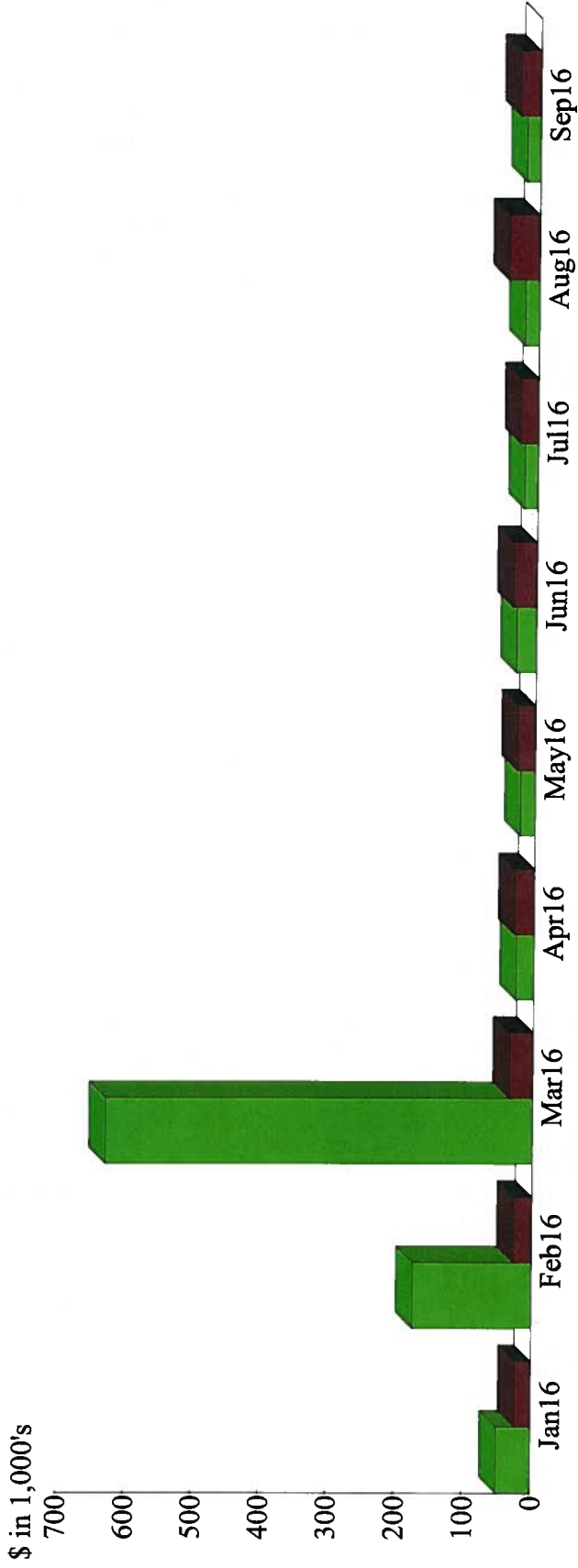
	Sep 16	Budget	Jan - Sep 16	YTD Budget	Annual Budget
Altar Supplies					
Baptismal Shells	0.00		13.00		
Candle Oil	0.00		103.03		
Communion Cups	0.00		113.91		
Communion Wafers	59.30		118.60		
Communion Wine	0.00		103.68		
Altar Supplies - Other	0.00	50.00	0.00	450.00	600.00
Total Altar Supplies	59.30	50.00	452.22	450.00	600.00
Computer Software - Worship General Worship and Music Books	0.00		0.00		700.00
Devotionals	95.43		286.29		
Total Books	95.43		286.29		
General Worship and Music - Other	0.00	33.33	2,729.20	300.01	400.00
Total General Worship and Music	95.43	33.33	3,015.49	300.01	400.00
Organ Maintenance Piano Maintenance Special Service Supplies Palm Strips Seder Meal Special Service Supplies - Other	0.00 0.00 0.00 0.00 0.00 0.00		0.00 0.00 0.00 29.90 47.70 0.00	500.00 350.00 100.00	500.00 350.00 100.00
Total Special Service Supplies	0.00		77.60	100.00	100.00
Total Worship and Music	500.33	283.33	5,306.87	3,500.01	5,050.00
Total Expense	29,490.24	19,647.84	273,526.68	183,005.48	243,649.00
Net Ordinary Income	-9,604.65	2,078.75	717,642.15	14,533.75	19,070.00

Eden Lutheran Church
 All Income and Expenses - Current and YTD
 September 2016

	Sep 16	Budget	Jan - Sep 16	YTD Budget	Annual Budget
Other Income/Expense					
Other Income					
Pass Thru Gifts	-20.00		-20.00		
Total Other Income	-20.00		-20.00		
Net Other Income	-20.00	0.00	-20.00	0.00	0.00
Net Income	-9,624.65	2,078.75	717,622.15	14,533.75	19,070.00

Income and Expense by Month
January through September 2016

Income
Expense



Expense Summary
January through September 2016

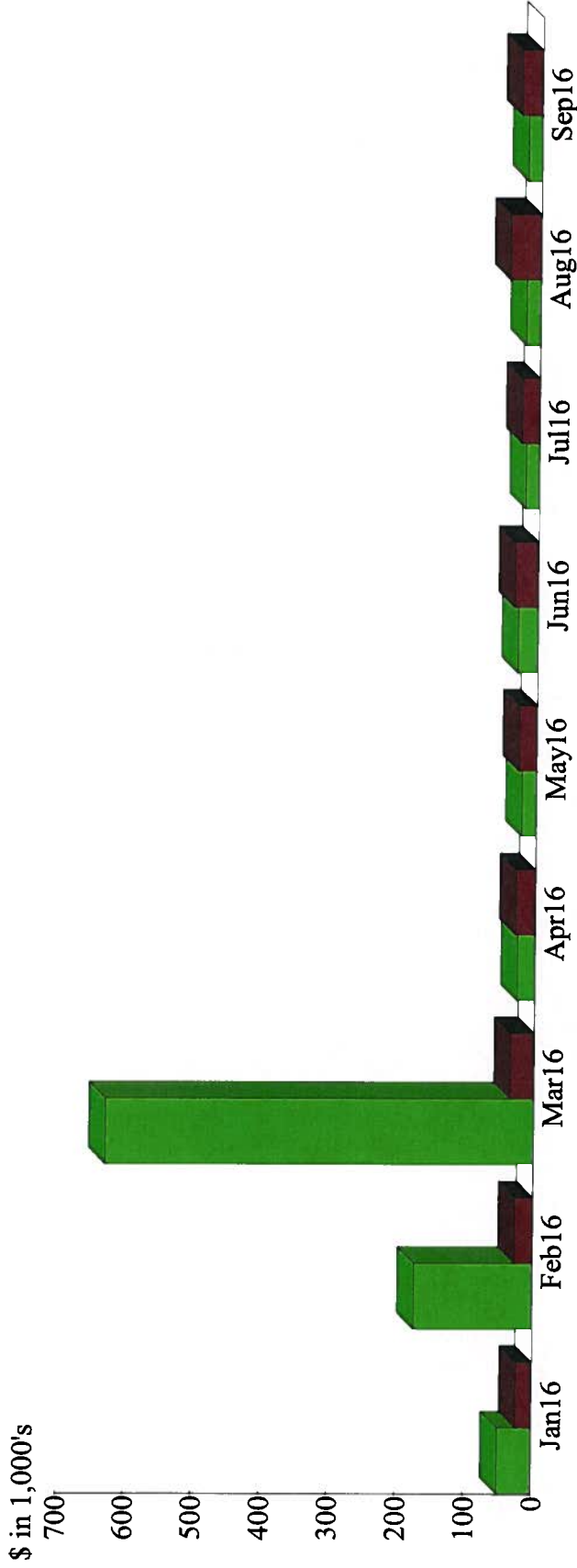
Staff Salaries and Benefits	44.76%
Operations	26.40
Helping Hands Expenses	8.49
Benevolence	7.34
Insurance	3.26
Worship and Music	1.94
Designated Expenses	1.65
Employer Payroll Tax	1.29
Travel and Meetings	1.09
Supplies	0.88
Other	2.90
Total	\$273,526.68



By Account

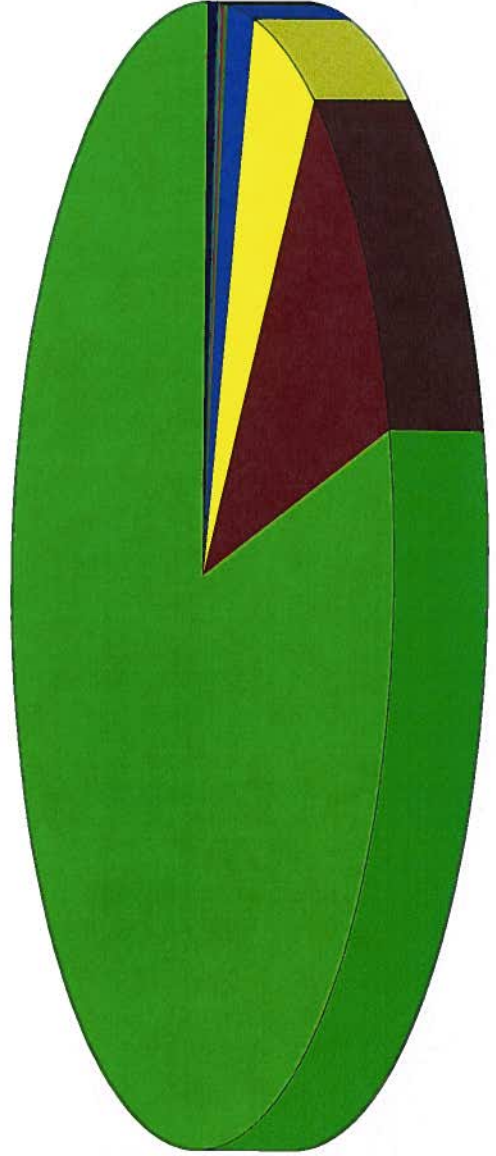
Income and Expense by Month
January through September 2016

Income
Expense



Income Summary
January through September 2016

Misc. Income	79.18%
Current Offerings	11.55
Facility Fees	5.58
Helping Hands	2.25
Endowment Funds	0.36
Employee Deductions	0.32
Thrivent Choice Dollars	0.18
Memorial Fund	0.17
Altar Flowers	0.16
Interest Earned	0.11
Other	0.15
Total	\$991,148.83



By Account

SERVICE AND FELLOWSHIP MINISTRY MEETING

OCTOBER 5, 2016

Members present: Pat Sinclair, Nancy Liverman, Gloria Youngerman, Esther D'Aguiar, Marge Steinbrinck, Sandra Boyum

Pat brought the meeting to order at 12:45 at Applebee's restaurant.

Discussion:

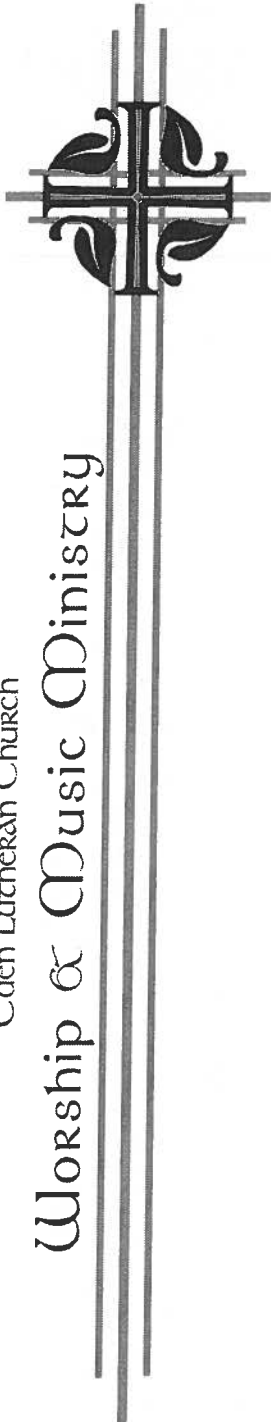
October 16 -- Toni's Farewell Party (Potluck) Esther is making a money tree with the donations for Toni. Several people will be asked to speak. Decorating will be done on Sunday at 9:00 using the gold table cloths and fall decorations.

October 23 -- Stewardship baked potato and root beer floats luncheon. S & F will help set up and clean up. There will be a raffle for a Creation Quilt made by the Quilters.

November 13 -- Veteran's Potluck Decorations will be red, white, and blue. Set up will be on Sunday. Veterans will receive a quilt from the Quilters.

December 4 -- Carol Fest and Potluck. Set up on Saturday at 10:00.

Submitted by
Marge Steinbrinck



Mission
Statement
✠ ✠ ✠

The Mission of the
Worship & Music Ministry
shall be to assist in,
and encourage
the development of,
the worship life of the
congregation;
and to see that the
services of God's house
are conducted
regularly in accordance
with the teachings of the
Evangelical Lutheran
Church in America.

Minutes

September 21, 2016

Present: Chair, Marilyn Anderson; Cathy Carlson; Dick Anderson;
Pr. Linda Brown; Jo Thompson; Paula Smith, Council
Representative; Nicolette Rohr, Guest, 500th Anniversary of
the Reformation Committee

The meeting was called to order at 6:30 PM by Chair, Marilyn Anderson

Devotions were given by Pr Linda Brown

The Agenda was approved M/S/C

The Minutes were approved M/S/C

Nicolette Rohr, 500th Anniversary of the Reformation Committee wanted to get feedback from this Ministry on some ideas of ways to celebrate this occasion. A organ concert, special music by the choir was discussed. Also maybe a short article in the Messenger monthly about the Reformation and maybe Temple Talks. The Committee is still in the idea gathering phase so all ideas are welcome.

Pastor's Report: We still need someone to lead the Song and Study Hour. It is hard to handle all the pre-worship question and prepare for the Service and lead this Study Hour.

The Thanksgiving Eve Service was discussed. It seems that members only come for the pie. There is also a very small attendance. Perhaps a short message in the Fellowship Hall followed by pie. Maybe Service & Fellowship could help with the set-up and clean-up.

Council Report: None

(Continued on page 2)

(Continued from page 1)

OLD BUSINESS:

1. Jensen has submitted their estimate. Marilyn will contact them for a more detailed bid. Fundraising was discussed. We could ask members to give a window, or maybe a color chart showing our goal. We would like them done by Reformation so we need to start soon. We also need to talk about each window and the story it represents. OPEN
2. Cathy will work with each new Council member during their Head Usher month. CLOSED
4. Budget. I've asked Toni for a printout of our expenses. OPEN

NEW BUSINESS:

1. There has been vandalism of the organ. Pastor Calderon acknowledged that some of the congregants have been doing it. The lock has been replaced so that should help. Some kind of cover was discussed. Cathy will talk to Carol Hodgerson about making something.
2. There is a need for more Communion Assistances and Assisting Ministers. Susan put a note in the Messenger and got a few new people to serve as Communion Assistances. She also contacted several people in the choir to serve as Assisting Ministers. They will go on the schedule in January as the schedule thru December has already been published.
3. Pastor and Marilyn will get with David to give him his annual review.
4. The need to replace Confirmation Robes and Acolyte/Assisting Ministers robes was discussed. Catalogs will be looked at to see about costs, etc. Perhaps some of the Helen Crum donation can be used for these.

Devotions and Secretarial duties for October: Jo Thompson

NEXT MEETING : Wednesday October 19, 2016 at: 6:30 pm

MEETING ADJOURNED AT 7:45 PM

Draft
Eden Lutheran School Board Meeting
September 8, 2016

Members present: Pat Sinclair, Dar Keaneman, Ervin Seidel, Jennifer Stites, Larry Subriar, Cynthia Welle, Katie Williams and Chuck Wilson.

Excused absents: Pastor Linda Brown and Toni Douthitt, Bookkeeper

Unexcused absents: Lyle Hodgerson

Meeting called to order at 6:00pm by President Pat Sinclair. Chuck Wilson opened the meeting with a prayer.

Agenda: Approved **MSC**.

Bookkeeper's Report: Tabled until next month because of questions and Bookkeeper's absence.

School Board Minutes: Minutes of August 11, 2016, meeting not available because of Secretary's absence. Will review for approval next month.

Director's Report: Approved , **MSC**. Dar distributed copies of the following:

- a. Approval letter from City of Riverside Fire Department on our annual Fire Inspection Report .
- b. California Senate Bill #792 Day Care Facilities: Immunizations: Exemptions.
- c. Healthy Schools Act Annual Training on Pesticides.

Additional information:

1. Fascia board at entrance to the Preschool has been cleaned and painted by Eric Doss, Eden's gardener. The total cost was \$137.00 with left over paint that was used for touch up in the classrooms.
2. Bid for replacement of Church/Preschool doors to be sent back for more details and then sent to Church Property Ministry for approval.

Church Relations/Pastor's Report: No report because of Pastor Linda's absence.

Continuing Business:

Shop Riverside Cards are presently available and Dar will be selling them at Eden's Rally Day, Sunday, September 11.

Gift for Doris – still continuing business

Back to School Night – Friday, September 23, 2016

New Business:

Copies of Eden Lutheran Preschool New Tuition Rates were distributed.

Comments and Concerns:

Information on the Church Council's ideas for shrub removal and the Preschool inner courtyard landscaping.

Parents Feedback:

Playground play house update– Privacy screening for playground–Gate to Preschool

Action items:

1. Dar will contact Boy Scouts regarding the play house repairs for definite dates.
2. Ervin to get prices for new privacy screening for the south side of the playground.
3. Pat will check on gate repair.

Next Meeting: Thursday, October 13, 2016. Meeting adjourned at 7:00pm.

Submitted by Ervin Seidel

Toni Douthitt

From: James Sansom Jr <jamesweldinginc@sbcglobal.net>
Sent: Monday, October 10, 2016 12:23 AM
To: Toni Douthitt
Subject: Coffee Pot Fix

TO: Finance, we have a purposed fix for the the coffee pot problem, Matt said that he could install a double 20 Amp breaker, run some conduit/wiring and install 2 plugs (one from each breaker for each coffee pot) Cost not to exceed \$300. Property recommends approval on the grounds that it will make the Ladies Happy and solve our ongoing coffee pot problem.

James

**PLEASE BE KIND ENOUGH TO REMOVE ALL E-MAIL
ADDRESSES WHEN YOU FORWARD AN EMAIL.
THANKS!**

No virus found in this message.

Checked by AVG - www.avg.com

Version: 2016.0.7797 / Virus Database: 4656/13183 - Release Date: 10/10/16