

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

November 14th, 2012 – 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 October 10th with any corrections
- III. Action
 - A. Pastor's Report Linda Brown
 - B. President's Report Steve Anderson
 - C. Monthly Ministry Reports
 - 1. Finance Marge Steinbrinck
 - 2. Learning Katie Williams
 - 3. Evangelism Harvey Clark
 - 4. Property James Sansom
 - 5. Service/Fellowship Marge Steinbrinck
 - 6. Stewardship Larry Subriar
 - 7. Worship and Music Emily Done
 - 8. Technology Rene Martin
 - 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. Coffee With Council
 - F. New Business
 - 1. 2013 Final Budget Review
 - 2. Organ repair and annual maintenance
 - 3. Contract renewal for B.I.C., Custodian and Parsonage
 - 4. Audit Committee
 - G. Continuing Business
 - 1. Pastor's Evaluation
 - 2. Pastor's call papers
 - 3. Fellowship Hall Doors
 - 4. 125th Anniversary – Chairperson
- IV. Information
 - A. Head Usher for December – Cathy Carlson & Others
 - B. Upcoming events
 - 1. Congregational Meeting – November 18th – After worship
 - 2. Council Meeting – December 12th, 2012 – 6:30 p.m. (Executive Committee at 6:00)
- V. Closing
 - A. Adjournment & Lord's Prayer

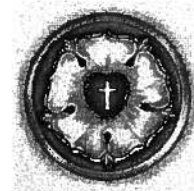
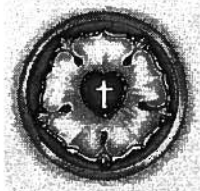
Go in Peace to love and serve the Lord!

Draft

Eden Lutheran Church

Council Meeting Minutes

October 10, 2012 - 6:30 pm



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 Vice-President Mary Lou Ludwig at 6:30 p.m.

Members Present: Pastor Linda Brown, Marge Steinbrinck, Harvey Clark, Larry Subriar, Emily Done, Mary Lou Ludwig, James Sansom, Derek Adkins and Lyle Hodgerson.

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 September 12, 2012 council minutes as amended, MSC.

II. Presentation -

- A. President's Report - None
- B. Pastor's Report - Accepted as given
- C. Monthly Ministry reports
 - 1. Finance - Accepted as presented. **Motion:** Start an ongoing monthly contribution to the Reserve Fund to cover the months of lower giving income. Starting January 2013, up to a maximum of 5% of end of the month current giving would be transferred to the Reserve Fund. This transfer would be waived if funds were not available. Approval of the funds transfer and use of the funds for current expenses would be needed from the Executive committee, MSC. **Motion:** Transfer current funds received from outside endowment fund source into the Scholarship Fund and place all future funds received into the Scholarship Fund, MSC. Update needed for current Scholarship procedures .
 - 2. Learning - Oral report. **Motion:** Approval of up to \$1500 for the Youth to attend the Lutheran Junior High Youth gathering in Anaheim on November 16, 17,18th. Funds to come from Youth Ministries Fund to cover registration and travel expenses, parents to provide deposit funds, MSC.
 - 3. Evangelism - Oral report
 - 4. Property - Oral report. **Motion:** Approval of \$663 bid for replacement and repair of rain gutters for the fellowship hall and Church campus, funds to come from the Building Fund, MSC. The bid from AC Superior Rain Gutters was selected because it was the only complete bid to include repair and replacement of rain gutters ready to install.
 - 5. Service/Fellowship- Accepted as given.
 - 6. Stewardship - No report

- 7. Worship and Music – No report, no meeting. **Motion:** Approval of 2.5 percent raise for David Christensen effective January 2013, MSC. This raise is reflected in the 2013 budget.
- 8. Technology – No report
- 9. Policies and Procedures – No report, no meeting
- D. Monthly reports from organizations
 - 1. ELCW- Accepted as given
 - 2. Eden Preschool – Accepted as given. Bylaw changes still pending current corrected copy
 - 3. Helping Hands- Accepted as given
- E. Coffee with Council – next meeting October 21th
- F. New Business
 - 1. Pastor’s Evaluation – Date and time to be set at Mutual Ministries meeting on Oct 14th. Steve to check with synod for guidelines, final call papers still outstanding.
 - 2. Chairperson for 125th Anniversary celebration – Agreement to approach Erla Roberts. Tentative meeting date set for September 15th 2012, Bishop Fink to be available.
 - 3. Review and approval of 2013 Church budget. **Motion:** Approval of balanced 2013 Church Budget, MSC.
- G. Continuing Business
 - 1. BIC Monthly income – Discussion about use of these funds for special events only.
 - 2. Church and Fellowship outside doors - repair discussion. Property to contact the Scoutmaster about the cost of major door repairs needed.
 - 3. Memorials – Announcement to be made that all current Memorial Funds will be used under current Church guidelines with no other restrictions.

III. Information

- A. Head Usher for October – Rene Martin
- B. Upcoming events
 - 1. Annual congregational meeting – **Motion:** Meeting on November 18th for approval of 2013 Church Budget and approval of bylaw changes for Eden School.
 - 2. Eden’s 124th Anniversary and Potluck - September 16th
 - 3. Stewardship Sunday - October 23th
 - 4. Pound 4 Pound program - Events continuing, check their calendar
 - 5. Oktoberfest (Brats plus) - October 13th
 - 6. Council meeting – October 10th - 6:30 pm (Executive Committee at 6:00)

IV. Closing

- A. Meeting adjourned at 8:39 p.m.
- B. Lord's Prayer

Respectfully Submitted,

Lyle Hodgerson, Secretary

Pastor's Report for October to November 2012

This is my report for this month. This month is a bit light because I had a week's vacation, 4 days in Palm Desert for the Professional Leader's conference, and 4 days in Denver for First Call Theological Education. Attended these meetings: school board, Helping Hands, Stewardship, 3 staff meetings, 3 lunch meetings with the ladies, finance, worship and music, executive and this council meeting.

Attendance for the weeks of: 10/14- 9am—17, 10am—72, 10/21-9am—9, 10am—71, 10/28-9am—11, 10am—87, 11/4-9am—18, 10am-100, 11/11-9am—8, 10am—92.

1. Led 2 confirmation classes.
2. Had a first communion class with 3 kids where we baked bread.
3. Went to the Professional Leader's conference in Palm Desert.
4. Led 4 worship services and prepared sermons.
5. Conducted first communion celebration for the 3 kids and their families.
6. Attended the pre-school Trunk or Treat .
7. Did 5 hospital visits.
8. Gave homebound communion to 5 parishioners.
9. Was on planning team for the 1st call theological education event in Denver.
10. Counseled 4 parishioners in my office.
11. Led chapel for the preschool.
12. Attended women's Christmas bizarre.
13. Ministered to 6 people who came into my office for food cards, etc.
14. Worked with Hitoshi from the synod office on work for the Mission Support Table for the synod.
15. Ordered supplies for Advent, for baptisms, for 1st communion class, etc.

Draft

Eden Lutheran Church

Finance Committee Meeting Minutes

November 12, 2012

Meeting was called to order at 9:30am.

Attendees: Pastor Linda Brown, Pat Sinclair, Lyle Hodgerson, Marge Steinbrinck and Melinda Eissfeldt.

Toni Douthitt attended to present the financial report. Bookkeeper's report – year to date current income still down over 2011.

Information and action items:

Motion: Approval of overdue extensive organ repair needed and reviewed by Worship and Music. Work to be done by Ryan Ballentyne, our preferred organ maintenance service provider. The contract is for \$7320, funds to come from the Memorial Fund, MSC. Regular contract needed to keep up ongoing maintenance and repair. Need to ask for congregational support.

Motion: Approval of a monthly \$223 medical insurance benefit for Toni starting November 1, 2012. This amount matches the benefit for David Christensen. Toni is a very valuable resource for Eden and this benefit will help give her some medical security, MSC.

Audit committee in place, headed by Lori, assisted by Maggie and Cathy C. Audit to be completed by the January Council meeting.

Marge to provide letter for Parsonage rental rate increase by the end of November. Independent Option's \$200 monthly increase is presented in the annual budget. Current dated contract to be provided on Parsonage rental.

Brothers in Christ have requested a meeting to renew their agreement for 2013. Pastor to contact Pastor Calderon for face to face meeting with the Finance committee for a renewal review for council approval. No rate increase is recommended at this time.

The contract for the custodian is up for review with Cori. We have had major issues with the service from Cori and her crew. Failure to service bathrooms with proper supplies seems to be an ongoing problem. A meeting with Cori, Pastor, Steve and the Finance committee will provide a deadline to correct service issues or set a contract termination date recommendation for council.

Meeting adjourned at 10:45 am. Next meeting will be 12/12/12 at 9:30 AM.

Submitted, Lyle Hodgerson

8:22 AM
 11/12/12
 Accrual Basis

Eden Lutheran Church
Balance Sheet
 As of October 31, 2012

	Oct 31, 12	Sep 30, 12	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
Lutheran Credit Union	984.28	984.28	0.00
Lutheran Credit Union CHECKING	9,391.83	12,004.69	-2,612.86
Mission Term CD	17,791.59	17,791.59	0.00
Provident			
Anniversary Fund	-351.12	-396.12	45.00
Brothers in Christ	14,400.00	12,800.00	1,600.00
Building Fund	700.48	1,148.48	-448.00
Choir Fund	2,632.78	2,632.78	0.00
Christian Education	5,187.45	5,187.45	0.00
Endowment Funds	3,119.16	3,065.00	54.16
Member Assistance	1,661.74	1,611.74	50.00
Memorial Fund	13,342.01	14,807.36	-1,465.35
New Call	25.00	25.00	0.00
New Missions Fund	26.06	26.06	0.00
Organ Fund	1,186.22	1,186.22	0.00
Outreach	969.36	825.00	144.36
Parking Lot Fund	3,521.95	3,506.95	15.00
Reserve Fund	366.73	366.73	0.00
School Playground Fund	200.00	200.00	0.00
Sound System/Technology Fund	100.00	100.00	0.00
Transportation Fund	332.99	332.99	0.00
VBS Fund	108.91	108.91	0.00
Youth Ministries	4,096.87	4,512.87	-416.00
Provident - Other	282.98	270.84	12.14
Total Provident	51,909.57	52,318.26	-408.69
ProvidentCD Scholarship	23,394.44	23,394.44	0.00
Total Checking/Savings	103,471.71	106,493.26	-3,021.55
Total Current Assets	103,471.71	106,493.26	-3,021.55
Fixed Assets			
Furniture and Equipment	2,690.35	1,225.00	1,465.35
Total Fixed Assets	2,690.35	1,225.00	1,465.35
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	109,412.70	110,968.90	-1,556.20
LIABILITIES & EQUITY			
Equity			
Opening Balance Equity	103,895.02	103,895.02	0.00
Unrestricted Net Assets	12,035.73	12,035.73	0.00
Net Income	-6,518.05	-4,961.85	-1,556.20
Total Equity	109,412.70	110,968.90	-1,556.20
TOTAL LIABILITIES & EQUITY	109,412.70	110,968.90	-1,556.20

8:27 AM
 11/12/12
 Accrual Basis

Eden Lutheran Church
Income and Expenses - Current and YTD
 October 2012

	Oct 12	Budget	Jan - Oct 12	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
Anniversary	45.00		85.00		
Building	215.00		1,605.00		
Current Offerings					
Simply Giving	1,380.00		4,120.00		
Current Offerings - Other	13,248.00	14,455.50	125,261.75	144,555.00	173,466.00
Total Current Offerings	14,628.00	14,455.50	129,381.75	144,555.00	173,466.00
Designated Income	583.16		-1,539.84		
Endowment Funds	0.00		3,065.00		
Facility Fees					
Brothers In Christ	1,600.00		14,200.00		600.00
CODA	50.00	50.00	500.00	500.00	
Fellowship Hall Rental					
ACA 12 Step	0.00	0.00	40.00	0.00	0.00
Fellowship Hall Rental - Other	0.00	40.00	50.00	400.00	480.00
Total Fellowship Hall Rental	0.00	40.00	90.00	400.00	480.00
Parsonage Rent	1,250.00	1,250.00	12,500.00	12,500.00	15,000.00
Pre-School	250.00	250.00	2,500.00	2,500.00	3,000.00
Riverside County Parking	2,746.66	1,373.00	13,733.30	13,730.00	16,476.00
Salvation Army	200.00	100.00	1,000.00	1,000.00	1,200.00
Saturday AA	0.00	30.00	513.00	300.00	360.00
T-Mobile	1,435.25	1,313.50	13,977.69	13,135.00	15,762.00
Wedding Deposits	100.00		493.99		
Womens AA	82.00	20.00	363.00	200.00	240.00
Total Facility Fees	7,713.91	4,426.50	59,860.98	44,265.00	53,118.00
Interest Earned	10.61		266.29		
Lent/Easter	0.00		5,664.25	1,412.00	1,412.00
Loose Plate Offering	254.25	199.66	1,111.67	1,996.68	2,396.00
Member Assistance Fund	0.00		570.00		
Memorial Fund	0.00		5,825.00		
Other Types of Income	0.00		385.00		

8:27 AM
 11/12/12
 Accrual Basis

Eden Lutheran Church
Income and Expenses - Current and YTD
 October 2012

	Oct 12	Budget	Jan - Oct 12	YTD Budget	Annual Budget
Parking Lot	15.00		1,285.00		
Sunday School Offering	0.00	5.83	0.00	58.34	70.00
Thanksgiving	0.00		0.00		210.00
Thrivent Choice Dollars	0.00		707.00		
Youth Ministries	0.00		28.69		
Total Income	23,464.93	19,087.49	208,300.79	192,287.02	230,672.00
Gross Profit	23,464.93	19,087.49	208,300.79	192,287.02	230,672.00
Expense					
Advertising					
Newspaper Ad	0.00		792.00		
Total Advertising	0.00		792.00		
Bank Fees					
Account Set-up Fee	0.00		15.00		
Vanco Processing Fees	3.80		11.20		
Bank Fees - Other	0.00		20.88		
Total Bank Fees	3.80		47.08		
Benevolence					
Synod	1,125.00	500.00	3,750.00	5,000.00	6,000.00
World Hunger ELCA	1,125.00	250.00	3,750.00	2,500.00	3,000.00
Total Benevolence	2,250.00	750.00	7,500.00	7,500.00	9,000.00
Christian Education					
Books	246.56		534.92		
Christian Education - Other	0.00		547.09		
Total Christian Education	246.56		1,082.01		
Continuing Education					
Airfare	0.00		467.60		
Food and Drinks	0.00		13.47		
Continuing Education - Other	0.00	83.33	0.00	833.34	1,000.00
Total Continuing Education	0.00	83.33	481.07	833.34	1,000.00
Designated Expenses					
Scholarships	-56.44		1,211.49		
Designated Expenses - Other	0.00		0.00		
Total Designated Expenses	-56.44		1,211.49		

Eden Lutheran Church
Income and Expenses - Current and YTD
 October 2012

	Oct 12	Budget	Jan - Oct 12	YTD Budget	Annual Budget
Education and Learning Supplies					
Adult Education	43.92	8.34	43.92	83.32	100.00
Confirmation Materials	0.00	25.00	76.94	250.00	300.00
Fall Festival/Rally Day	0.00	8.34	0.00	83.32	100.00
Recognition/Appreciation	0.00	16.68	51.69	166.64	200.00
Seasonal Activities	0.00	16.68	0.00	166.64	200.00
Sunday School	0.00	25.00	150.00	250.00	300.00
Vacation Bible School	0.00	50.00	305.16	500.00	600.00
Youth Activities	416.00	83.34	1,134.06	833.32	1,000.00
Total Education and Learning Supplies	459.92	233.38	1,761.77	2,333.24	2,800.00
Employer Payroll Tax Insurance	327.99	500.00	5,603.13	5,000.00	6,000.00
Master Insurance	777.12	916.68	8,054.36	9,166.64	11,000.00
Workers Comp	1,345.25	150.00	3,651.25	1,500.00	1,800.00
Total Insurance	2,122.37	1,066.68	11,705.61	10,666.64	12,800.00
Operations	0.00		-31.91		
Kitchen Supplies					
Postage, Mailing Service					
Stamp Machine Lease Payment	111.20		333.60		
Postage, Mailing Service - Other	157.99	125.00	987.93	1,250.00	1,500.00
Total Postage, Mailing Service	269.19	125.00	1,321.53	1,250.00	1,500.00
Printing and Copying	993.35	1,200.00	12,870.84	12,000.00	14,400.00
Lease Payment	34.63		34.63		
Printing and Copying - Other	1,027.98	1,200.00	12,905.47	12,000.00	14,400.00
Total Printing and Copying	1,027.98	1,200.00	12,905.47	12,000.00	14,400.00
Property Alarm	0.00	20.84	750.00	208.32	250.00
False Alarm Fees	0.00		3,201.27		
Alarm - Other	0.00	20.84	3,951.27	208.32	250.00
Total Alarm	0.00	20.84	3,951.27	208.32	250.00
Building Maintenance and Repair	763.00	416.67	2,636.01	4,166.66	5,000.00
Church Building Maintenance	0.00		184.35		
Equipment Maintenance	157.80	250.00	1,529.83	2,500.00	3,000.00
Grounds Maintenance	0.00	125.00	1,000.31	1,250.00	1,500.00

Eden Lutheran Church
Income and Expenses - Current and YTD
 October 2012

	Oct 12	Budget	Jan - Oct 12	YTD Budget	Annual Budget
Inside Custodian					
Janitorial Supplies	150.82		881.04		
Inside Custodian - Other	1,150.00	575.00	6,125.00	5,750.00	6,900.00
Total Inside Custodian	1,300.82	575.00	7,006.04	5,750.00	6,900.00
Lawn Care	700.00	700.00	7,000.00	7,000.00	8,400.00
Parking Lot Repair	0.00	166.68	0.00	1,666.64	2,000.00
Parsonage Maintenance	0.00	41.68	0.00	416.64	500.00
Property - Other	0.00		200.00		
Total Property	2,921.62	2,295.87	23,507.81	22,958.26	27,550.00
Telephone, Telecommunications					
Cell Phone	25.00	25.00	250.00	250.00	300.00
Land Line	0.00	208.34	0.00	2,083.32	2,500.00
Telephone, Telecommunications - Other	183.52		1,969.67		
Total Telephone, Telecommunications	208.52	233.34	2,219.67	2,333.32	2,800.00
Utilities					
City Services	443.72	295.59	3,607.89	2,955.82	3,547.00
Electricity	1,266.52	1,000.00	10,298.56	10,000.00	12,000.00
Gas	71.00	250.00	1,941.02	2,500.00	3,000.00
Trash and Pickup	252.29	250.00	2,490.74	2,500.00	3,000.00
Water	463.26	416.68	3,726.01	4,166.64	5,000.00
Total Utilities	2,496.79	2,212.27	22,064.22	22,122.46	26,547.00
Total Operations	6,924.10	6,066.48	61,986.79	60,664.04	72,797.00
Other Types of Expenses					
Decorations	0.00		44.82		
Finance Charges	0.00		1.21		
Other Costs	0.00		310.51		
Staff Development	0.00		80.00		
Web Page	0.00		135.30		
Total Other Types of Expenses	0.00		571.84		
Outreach					
Pastor Professional Expense	-194.36	41.67	-294.36	416.66	500.00
Payroll Expenses	0.00		100.00		
Payroll Processing Fees	60.02	116.68	578.24	1,166.64	1,400.00
Total Payroll Expenses	60.02	116.68	578.24	1,166.64	1,400.00
Property Taxes	640.67		1,977.21		

Eden Lutheran Church
Income and Expenses - Current and YTD
October 2012

	Oct 12	Budget	Jan - Oct 12	YTD Budget	Annual Budget
Service/Fellowship					
Homeless Meals Mission	173.37	83.34	858.97	833.32	1,000.00
Service/Fellowship - Other	0.00	41.67	201.11	416.66	500.00
Total Service/Fellowship	<u>173.37</u>	<u>125.01</u>	<u>1,060.08</u>	<u>1,249.98</u>	<u>1,500.00</u>
Staff Salaries and Benefits					
Babysitting Services	90.00		560.00		
Background Check	0.00		9.95		
Bookkeeper	300.00	300.00	3,000.00	3,000.00	3,600.00
Disability, Survivor and Retire	181.50		1,633.50		
Mileage Reimbursement	249.62	125.00	1,345.71	1,250.00	1,500.00
Organist					
Organist - Medical Insurance	223.00	223.00	2,230.00	2,230.00	2,676.00
Organist - Salary	1,604.42	1,604.42	16,044.20	16,044.20	19,253.04
Total Organist	<u>1,827.42</u>	<u>1,827.42</u>	<u>18,274.20</u>	<u>18,274.20</u>	<u>21,929.04</u>
Pastor Salary, Housing & Other					
First Call expenses	0.00		421.20		
Airfare	0.00	100.00	535.00	1,000.00	1,200.00
First Call expenses - Other	0.00	100.00	956.20	1,000.00	1,200.00
Total First Call expenses	<u>0.00</u>	<u>100.00</u>	<u>956.20</u>	<u>1,000.00</u>	<u>1,200.00</u>
Pastor Brown Housing					
Pastor Brown Housing	3,166.68	2,750.00	29,166.72	27,500.00	33,000.00
Pastor Brown Salary	2,987.30	2,750.00	28,449.20	27,500.00	33,000.00
Total Pastor Salary, Housing & Other	<u>6,153.98</u>	<u>5,600.00</u>	<u>58,572.12</u>	<u>56,000.00</u>	<u>67,200.00</u>
Retirement					
Retirement	550.00	550.00	6,050.00	5,500.00	6,600.00
Secretary	2,160.00	1,386.66	20,310.00	13,866.68	16,640.00
Supply Pastor	175.00	87.50	800.00	875.00	1,050.00
Vacation Organist	0.00	25.00	0.00	250.00	300.00
Total Staff Salaries and Benefits	<u>11,687.52</u>	<u>9,901.58</u>	<u>110,555.48</u>	<u>99,015.88</u>	<u>118,819.04</u>
Stewardship					
New Consecration Sunday	0.00		30.53		
Octoberfest	-115.79		-115.79		
Offering Envelopes	634.88		634.88		
Silent Auction	-471.50		-471.50		
Stewardship - Other	0.00	166.67	0.00	1,666.66	2,000.00
Total Stewardship	<u>47.59</u>	<u>166.67</u>	<u>78.12</u>	<u>1,666.66</u>	<u>2,000.00</u>
Supplies					
Check Re-order	0.00		214.98		

8:27 AM
 11/12/12
 Accrual Basis

Eden Lutheran Church
Income and Expenses - Current and YTD
 October 2012

	Oct 12	Budget	Jan - Oct 12	YTD Budget	Annual Budget
Office Supplies					
Misc. Office Supplies	-63.55		1,659.50		
Office Supplies - Other	176.74	208.33	592.26	2,083.34	2,500.00
Total Office Supplies	<u>113.19</u>	<u>208.33</u>	<u>2,251.76</u>	<u>2,083.34</u>	<u>2,500.00</u>
Total Supplies	113.19	208.33	2,466.74	2,083.34	2,500.00
Travel and Meetings	0.00	33.34	26.93	333.32	400.00
Conference, Convention, Meeting					
Food and Drinks	0.00	100.00	755.00	1,000.00	1,200.00
Hotel Room	0.00		162.78		
Moving Expenses for Pastor	0.00		986.01		
Parking Fees	0.00		997.78		
	0.00		18.00		
Total Travel and Meetings	<u>0.00</u>	<u>100.00</u>	<u>2,919.57</u>	<u>1,000.00</u>	<u>1,200.00</u>
Worship and Music					
Altar Flowers					
Easter Lilies	0.00		-17.60		
Poinsettia	0.00		222.89		
Altar Flowers - Other	-304.85	195.00	-1.32	1,950.00	2,340.00
Total Altar Flowers	<u>-304.85</u>	<u>195.00</u>	<u>203.97</u>	<u>1,950.00</u>	<u>2,340.00</u>
Altar Supplies					
Baptismal Candles	28.56		28.56		
Baptismal Shells	0.00		99.49		
Candle Oil	0.00		290.20		
Communion Cups	0.00		110.11		
Communion Wafers	0.00		163.90		
Communion Wine	0.00		181.02		
Eternal Candles	0.00		153.60		
Altar Supplies - Other	0.00	58.34	0.00	583.32	700.00
Total Altar Supplies	<u>28.56</u>	<u>58.34</u>	<u>1,026.88</u>	<u>583.32</u>	<u>700.00</u>
Bell Choir	0.00	8.34	0.00	83.32	100.00
Choir Supplies	0.00	33.34	0.00	333.32	400.00
Computer Software - Worship	479.00	55.42	479.00	554.16	665.00
Copyright Licensing	0.00		185.00		

8:27 AM
 11/12/12
 Accrual Basis

Eden Lutheran Church
Income and Expenses - Current and YTD
 October 2012

	Oct 12	Budget	Jan - Oct 12	YTD Budget	Annual Budget
General Worship and Music					
Books					
Devotionals	0.00		365.81		
Books - Other	0.00		25.00		
Total Books	0.00		390.81		
General Worship and Music - Other	12.12	62.50	28.28	625.00	750.00
Total General Worship and Music	12.12	62.50	419.09	625.00	750.00
Organ Maintenance	0.00	91.67	43.72	916.66	1,100.00
Piano Maintenance	0.00	16.67	0.00	166.66	200.00
Robe Replacement and Maintenananc	0.00	4.17	0.00	41.66	50.00
Special Service Supplies					
Palm Strips	0.00		29.41		
Seder Meal	0.00		54.57		
Special Service Supplies - Other	0.00	29.17	166.40	291.66	350.00
Total Special Service Supplies	0.00	29.17	250.38	291.66	350.00
Total Worship and Music	214.83	554.62	2,608.04	5,545.76	6,655.00
Total Expense	25,021.13	19,947.77	214,818.84	199,475.50	239,371.04
Net Ordinary Income	-1,556.20	-860.28	-6,518.05	-7,188.48	-8,699.04
Net Income	-1,556.20	-860.28	-6,518.05	-7,188.48	-8,699.04

Property Committee

October 2012

- Replaced 6 downspouts
 - Repaired gutter over Fellowship Hall door
 - Repaired Hole in sidewalk
-
- Next Workday scheduled for December 8 to clean rain gutters

Respectfully Submitted,

James Sansom

SERVICE AND FELLOWSHIP COMMITTEE

MINUTES NOVEMBER 1, 2012

Members present: Chairperson, Pat Sinclair, Betty Jean Denham, Rodger and Nancy Liveman, Ardyce LaPorte, Esther D'Aguiar, Gloria Youngerman, Pastor Linda and Marge Steinbrinck

Member absent: Barbara Walters

The meeting was brought to order at 11:35 at Tin Lizzy's by Pat. The minutes were approved as printed.

Old Business: Pat announced that the Octoberfest went well.

Continuing Business:

1. The Angel Tree will be put in the narthex the Sunday after Thanksgiving with the Angel tags on it. Nancy is making the tags. Pat will write on the tags and also bring the tree to the church. She got a list from Denise of LSS. We will be buying gifts for 15 mothers and children. The tags will also ask for donations for books for Eden's Preschool.
2. Carol Fest -- December 2 -- Potluck after worship service -- Decorating will be done on Saturday, December 1 at 9:00. Pat will purchase Christmas plates and napkins. Marge announced that she had a full complement of readers.

New Business:

1. The Asante Children's Choir will be giving a concert at Eden on Saturday, December 8 at 4:00 followed by a potluck in the Fellowship Hall. Pastor is inviting other churches to attend the concert and the potluck. (If they stay for the dinner, they will be expected to bring a dish to share.)
2. The children and their chaperones, 24 people, will arrive on Friday, Dec. 7 at 5:00 p.m. Host families will be needed for two nights, Friday and Saturday. The host families will pick up the children and a chaperone, stay for a short orientation meeting, and then take them out for dinner or home for dinner.
3. The children are between the ages of 8 and 12. A chaperone will also be housed with the children.
4. Host families will bring them back to church at noon on Saturday for a pizza lunch before they get ready for the concert.
5. Children and chaperones need to be at Eden at 7:30 Sunday morning for muffins and juice before they leave to go to Fontana to sing their next concert.
6. Pat will make announcements on Sunday mornings before the event. Marge will get families to host our guest.
7. This is a challenging outreach for our church. Those who host these African students will have a rich opportunity to get to know more about another culture.

Submitted by Marge Steinbrinck

Eden Lutheran Church
Stewardship Meeting Minutes

November 1, 2012

**Members Present: Nancy Svete, Pastor Linda, Larry Subriar, Ron Sinclair, Don Walters,
Ron Smith**

Action Items: None

Discussion Items: 1. "O Day Of Grace"-Stewardship Sunday 2012

- A. Remaining pledge folders to be distributed by Ron Sinclair**
- B. 8 pledge cards have been received as of 11/01/2012**
No further announcements will be made regarding pledges

2. Oktoberfest 2012

- A. 52 tickets were sold for this year's Oktoberfest, there was much
In repeating the event**
- C. The "Silent Auction" brought in \$700.00**
- D. Stewardship will offer more food functions on a quarterly basis, a
chili cook-off is being considered for the 'Spring' with donations
being designated for the parking lot**

Next Meeting: December 6, 2012, 5PM

ELCW report for Council November 2012

- Board meeting was held Oct 16 to discuss Bazaar and agenda for General meeting.
- General meeting was held Oct. 22 at 10:00am. Annual Praise offering was collected for WELCA. Notes were given for Bazaar as well as general housekeeping notes. We had a presentation from Deniece Marshall of LSS. Brunch was served
- Election of Officer for 2013 was done. They are as follows:
 - President: Marylou Ludwig
 - Vice president: Pat Sinclair
 - Treasurer: Betty Jean Denham
 - Secretary position to be filled when possible.
- Marylou Ludwig attended the Pacifica WELCA convention in Ontario. Information was gathered on Resources and how WELCA is helping others. Gifts were gathered for One pot one hope in Hawaii and Central City mission in San Bernardino.
- Christmas Bazaar was held on November 10th, raising \$2,300. We had crafts, Bake sale (with tamales for first time) and Café with pie and Ableskivers. Was run smoothly and everyone had a good time.

DRAFT

**EDEN LUTHERAN SCHOOL BOARD MEETING
October 11, 2012**

Members Present: D. Keaneman, P. Sinclair, K. Williams, L. Subriar,
M. Jenkins, L. Hodgerson, Pastor L. Brown, L. Harris

Members Absent: E. Seidel, C. Wilson (excused)

Guests: M. Eissfeldt

Meeting is called to order at 6:08pm

Pastor Linda opened with a prayer.

Amendments for Agenda and Minutes from last month:

- o Larry moved to accept the agenda as amended- (add grasshopper), Michael 2nd- MSC
- o Wording on Continuing business take out "price" add, "wage"
- o Lyle moved to accept the minutes as revised- Larry 2nd- MSC

Director's Report:

- o Enrollment is at 32, with an FTE of 21.38! ☺
- o Back to school night went really well! We raised \$212.25.
- o Mystery of the missing cheese disappearance on Oct. 9th- never was found.
- o Picture day went well, 30 of the 32 came to take their picture! ☺
- o Truck of Treat will be on Oct. 31, 2012 at 10am followed by their Harvest Parties!
- o Michael moved to accept director's report as presented, Katie 2nd- MSC

Bookkeeper's Report:

- o Accounts receivable...down to 3 families- ALL COUNTY! (yay)
- o Lacreasha moved to accept the bookkeepers report as presented- Katie 2nd- MSC

Church Relations/Pastor's Report

- o Pat motioned that Project requests from church members must be approved by the board or executive committee, Lacreasha 2nd- MSC
- o Dar is going to come up with a project request form and bring it to the next meeting.

Continuing Business:

- o Playground fencing materials-good price, but we need more information about shipping details and location.
- o By-Laws Revisions- will be sent to council with correct revision next month.
- o Last month, at the Don Jose's meeting the salary committee recommended that the director receive a 5% increase in pay effective immediately.
- o Pat motioned to accept the recommendation from salary committee as presented, Lacreasha 2nd- MSC (effective as of tonight)
- o Lyle gave us information on the Grasshopper.com system- 2000 min/month, 2 phone #'s, including voicemail, unlimited extensions \$49.00/month and saving the church \$150/month. (We would be able to keep the same number)
- o Sounds good, but we need to check into how this will affect the fax machine. Perhaps, we can use a different system for the fax. We will get more information and continue to discuss the possibility of switching.

Parent/Grandparent Feedback: We love Eden Preschool! ☺

Meeting adjourned at 7:04pm

Next Meeting: Thursday, November 8, 2012

DRAFT

**EDEN LUTHERAN SCHOOL BOARD MEETING
November 8, 2012**

Members Present: D. Keaneman, P. Sinclair, K. Williams, L. Subriar,
M. Jenkins, L. Hodgerson, E. Seidel, C. Wilson L. Harris

Members Absent: Pastor L. Brown (excused)

Guests: M. Eissfeldt

Meeting is called to order at 6:18pm

Katie Williams opened with a prayer.

Amendments for Agenda and Minutes from last month:

- o Larry moved to approve the minutes as presented, Lacreasha 2nd- MSC
- o Three additions to New Business, Chuck moved to approve agenda as amended- Larry 2nd- MSC

Director's Report:

- o Enrollment is at 33, FTE= 21.66
- o Officer Nancy did a "Stranger Danger" talk with the kids
- o Pre-school is starting their fundraiser \$5 discount cards
- o Next-up: Thanksgiving Fest preparations!
- o Katie moved to accept directors report as presented, Erv 2nd- MSC

Bookkeeper's Report:

- o Melinda and Toni are working to figure out new workman's comp vs. old workman's comp policy (more info to follow)
- o Michael moved to accept report as presented, Chuck 2nd- MSC

Church Relations/Pastor's Report

- o Pat motioned that Project requests from church members must be approved by the board or executive committee, Lacreasha 2nd- MSC
- o Dar is going to come up with a project request form and bring it to the next meeting.

Continuing Business:

- o Dar presented a "Project request form" for Pre-school activities
- o After discussion the board decided it was better to add an opening sentence or two to explain the form. Dar will present a finalized version of the form at our next meeting for approval.
- o Grasshopper-more information will be gathered and ongoing discussion will continue next month.
- o Chuck moved to adopt the Director's Salary Schedule as presented, Lyle 2nd- MSC

New Business

- o In the past we have collected Kohl's books for preschool kids- \$5 each, Michael moved to continue this year asking for donations, Erv 2nd- MSC
- o Chuck moved to reimburse the church \$236 for the heater repairs, Michael- 2nd- MSC
- o ANNUAL RE-ELECTION- there were recommendations for same board members, voted and elected to keep the same positions of board members.- MSC

- o Pat moved to give \$25 gift card to Stater Bros for the Preschool Staff, Lyle 2nd- MSC
- o Erv moved to give \$50 gift cards of staff's choice from our helping hands script list. Michael 2nd- MSC
- o Pat moved to ask the church to pay only \$25 for the fire inspection fee- Lylve 2nd- MSC
- o Katie moved to have the annual Christmas party on December 15th at 5:00pm, Lyle 2nd- MSC

Meeting adjourned at 7:39pm

Next Meeting: Thursday, December 13, 2012

EDEN LUTHERAN SCHOOL
BY LAWS
August 9, 2012

SECTION 1: OBJECTIVES AND PURPOSES – SCHOOL BOARD

- a) Provide Christian education and outreach to the larger community in the Riverside area.
- b) Ensure the best possible quality of services to the children of Eden Lutheran School.
- c) Ensure adequate physical plant and budgetary maintenance.
- d) To approve the operation of the school to ensure that it is functioning in accordance with the agreements between the congregation and the school; that is in compliance with the appropriate legislative codes.
- e) Conduct a yearly evaluation of the school Director, Accountant, and other employees directly responsible to the Board, to be completed in accordance with the Eden Lutheran Church Constitution, and to review evaluations of the school staff as prepared by the Director.
- f) Provide educational workshop/conference opportunities for the Director and staff as appropriate.
- g) Provide communication among and between the School Board, Congregation Council, the congregation of Eden Lutheran Church, and the parents and staff associated with Eden Lutheran School.

SECTION 2: SCHOOL BOARD POWERS

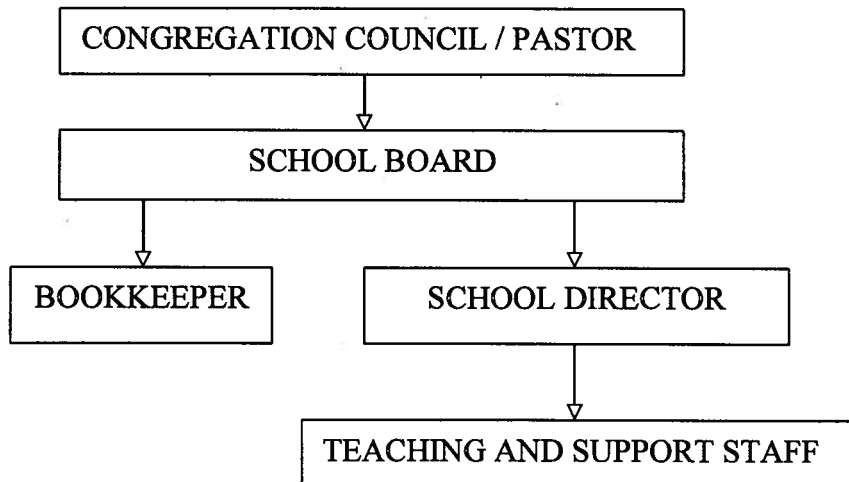
The activities and affairs of this Board shall be to oversee and provide for the administration of Eden Lutheran School to enable it to fulfill its functions and perform its mission. The Board shall have the power to create and enforce policies to further the objectives and purposes of the school in accordance with State Licensing Standards. This shall be conducted with the approval of the Eden Lutheran Church Congregation Council.

SECTION 3: SCHOOL BOARD MEMBERS

The Board shall have no more than ten (10) voting members.

- a. Ex Officio members shall include a pastor of Eden Lutheran Church, the Director of Eden Lutheran School, and the licensee.
- b. Up to two members who are adult (18 years or older) immediate family members (parent, grandparent, aunt, uncle, or sibling) of children enrolled in Eden Lutheran School
- c. The remaining members shall be active members of Eden Lutheran Church, who attend church on a regular basis.
- d. No member of the Board shall have more than a single vote.
- e. A member of Eden may substitute as a parent representative until such representative can be found.

SECTION 4: ORGANIZATION



SECTION 5: BOARD OFFICERS

Members of the Board shall elect the following officers annually at the November meeting:

Chairperson
Vice Chairperson
Secretary

The Chairperson and Vice Chairperson shall be members of Eden Lutheran Church.

SECTION 6: EXECUTIVE COMMITTEE

The Executive Committee shall consist of the elected officers of the Board who are not related to students enrolled in Eden Lutheran School, the licensee, and the Pastor assigned to the Board.

The Executive Committee shall have the full power to act on behalf of the Board between Board meetings on issues that require immediate attention.

Executive Committee Meetings may be called by the Chairperson or the Pastor.

SECTION 7: DUTIES OF BOARD MEMBERS

It shall be the duty of the Board members to:

- a) Suggest and select ~~Elect~~ Board Members
- b) Elect their officers annually
- c) Perform any and all duties requested of them collectively or individually by the Board
- d) Represent collectively or individually the views of the Board when addressing the Congregation Council.
- e) Meet as such times and places as required by these By-Laws.
- f) In conjunction with the school Director, develop an annual budget
- g) Develop and maintain a salary schedule for teaching personnel

It shall be the duty of the Chairperson to:

- a) Maintain communication with the Congregation Council, including monthly reports, the Congregation, staff, and parents
- b) Chair regular and special meetings of the Board as well as Executive Committee meetings

It shall be the duty of the Vice Chairperson to:

- a) Assume the responsibilities of the Chairperson in the absence of the chair, or when assigned by the chair.

It shall be the duty of the Secretary to:

- a) Take accurate and complete minutes of the Board and Executive meetings.

- b) Assure the appropriate distribution of the minutes to the members of the Board and others as directed by the Board.
- c) Maintain roster of the terms of office or Board members and notify the Board of the need for re-election of members as needed.

SECTION 8: PLACE OF MEETINGS

Meetings shall be held at Eden Lutheran Church, 4725 Brockton Avenue, Riverside, California unless otherwise designated by the Board.

SECTION 9: REGULAR MEETINGS

Regular meetings shall be held monthly at a time to be determined by the Board. Notice of meetings shall be provided to parents and other interested parties at least two (2) weeks in advance of the meeting.

SECTION 10: ANNUAL MEETINGS

The Annual Meeting of the Board shall take place during the month of November at Eden Lutheran Church. Election of Board Officers will take place at the Annual Meeting. The full term of newly elected or appointed Board members will begin with the date of the annual meeting.

SECTION 11: SPECIAL MEETINGS

Special meetings may be called by any member of the Board who shall give notice to all members not less than five (5) business days prior to such a meeting, stating the purpose, time, and location of the meeting.

Special meetings will be limited to consideration of matters put forth in the announcement of the meeting and will be held at Eden Lutheran Church.

SECTION 12: QUORUM FOR MEETINGS

A quorum shall consist of a majority of the members of the Board.

No official business shall be considered by the Board at any meeting at which a quorum, as defined by Roberts Rules of Order or Sturgis Standard Code of Parliamentary Procedure, is not present.

SECTION 13: CONDUCT OF MEETINGS

Meetings of the Board shall be presided over by the Chairperson. In the absence of the Chairperson, the Vice Chairperson shall conduct the meeting. In the absence of both the Chairperson and Vice Chairperson, a chairperson shall be chosen by a majority of the members present at the meeting.

The Secretary of the Board shall act as secretary of all meetings of the Board provided that in his or her absence the Chairperson or designee shall appoint another person to act as Secretary for the meeting.

Meetings will be conducted in accord with Roberts Rules of Order or Sturgis Standard Code of Parliamentary Procedure.

SECTION 14: ABSENCE FROM MEETINGS

Board members may be removed from the Board after three (3) consecutive unexcused absences from regularly scheduled meetings. (Unexcused is defined as a lack of notification to the Chair, the Director, or to any member of the Executive Committee.

SECTION 15: VACANCIES

Vacancies on the Board shall exist:

- a) On the death, resignation, or removal of a Board member.
- b) Whenever the number of authorized members is increased.

Vacancies on the Board may be filled by approval of the majority of the Board.

SECTION 16: RESIGNATIONS

Any member may resign from the Board effective upon giving written notice to the Pastor assigned to the Board or a member of the Executive Committee.

SECTION 17: ANNUAL REPORT

The Board shall provide an annual budget report to the congregation at the annual Congregational Budget Meeting. An annual report shall be presented to the Council and Congregation at their January meetings.

The Annual Report shall contain at least the number of children enrolled in Eden Lutheran School, current school personnel, and a summary of school programs and activities for the year. It may include the following:

- a) The assets and liabilities of Eden Lutheran School.

- b) The principal changes in assets and liabilities during the fiscal year.
- c) The revenue or receipts of the school both unrestricted and restricted to particular purposes for the fiscal year.

The Budget Report shall contain a budget for the coming fiscal year.
This budget report shall be presented to the Congregational Council for review at the August Council meeting.

SECTION 18 : COMMITTEES

Committees shall be appointed by the Chair with the approval of the majority of the Board.

Standing Committees shall include, but not be limited to a Budget Committee which shall have the responsibility of formulating the annual budget for the coming year and presenting it to the Board at the June Board meeting.

SECTION 19: AMENDMENTS

These By-Laws may be altered, amended, or repealed and new By-Laws adopted by approval of the Board and the Congregational Council.

Helping Hands 2012

Month	Cards	Value	Expenses	Profit
January	126	\$4,790.00	\$ 4,645.00	\$145.00
February	126	\$4,795.00	\$ 4,648.80	\$146.20
March	138	\$5,015.00	\$ 4,834.90	\$180.10
April	114	\$4,705.00	\$ 4,568.05	\$136.95
May	114	\$4,640.00	\$ 4,503.40	\$136.60
June	102	\$4,445.00	\$ 4,321.18	\$123.82
July	109	\$3,995.00	\$ 3,900.16	\$94.84
August	96	\$3,815.00	\$ 3,717.98	\$97.02
September	148	\$6,055.00	\$ 5,872.43	\$159.57
October	59	\$2,865.00	\$ 2,754.42	\$46.43
November	104	\$3,670.00	\$ 3,526.63	\$143.37
December				
YTD 2012	1236	\$48,790.00	\$ 47,292.95	\$1,409.90