



Council Minutes

June 11, 2024

Meeting held via Zoom

Attendees – Rev Jeremy Serrano, Sue Hertless, Susan Metzger, Anessa Hileman, Mike Henry, Greg Buchholtz, Renee Ries, Tracey Rentner, Scott Etzel, Manda Truchinski (Synod representative)

Excused: Julie Kim

Meeting call to order at 7:00p by Renee Reis

Opening Prayer by Rev. Jeremy Serrano

Recognitions: Manda Truchinski for Good Shepherd's hospitality in letting her park in the upper lot while she conducts Synod business.

Correspondence: PG&E – note that our meters are working properly; Columbarium – sales inquiry; GSLC to email company for more information.

Old Business:

Motion made to accept May meeting minutes as amended. Motion seconded. Discussion: None. Motion carried.

New Business:

Special Presentation from Manda Truchinski: Explained her role at the Synod as helping congregations transition from one pastor or another. Discussed various ways this transition can occur (interim pastor, call committees) and sometimes churches choose to share a pastor. Explained this shared or "yoked" process with council in which a pastor is shared between 2 congregations with specific duties and conditions confirmed in a Memorandum of Understanding (MOU) or contract between the 2 congregations. Her presence at GSLC's meeting was to answer any questions that council has regarding the proposed pastoral share between GSLC and St. John's Lutheran in Antioch. Council President Renee Reis will be GSLC's point of contact person to St. John's.

Social Ministry: Reminder for council to view and update Action Item Register for items assigned to them. Helping Hands Montessori Preschool (HMM) playground layout shared with council. Comments due Thursday June 13.

Property: Kitchen renovation update: drains have been corrected; flooring, drywall, and backsplash to be completed in coming weeks.

Blood drive in Fellowship Hall from 8a-4p June 13.

Motion made to adjourn meeting. Motion seconded. Discussion: None. Motion carried.

Closing prayer led by Rev. Serrano

Meeting adjourned at 9:01p

Reports Attached: Social Ministry Report, HMM Playground layout; GSLC Balance Sheet(4/2024), GSLC Profit/Loss

Statement (4/2024)

Respectfully submitted,
Tracey Rentner
Council Secretary



Date: 6/10/2024

Team: Social Ministry

Name: Scott Etzel

SOCIAL MINISTRY REPORT (May/June 2024)

SPECIAL RECOGNITIONS:

Renee Reis for spearheading efforts to get lease with preschool approved and signed.
Mike Henry for leading efforts to replace the A/C unit serving the classrooms in the Fellowship Hall building.
Reyanne Freeman for her efforts to coordinate FFF programs while Dana takes a much deserved vacation.

PAST EVENTS/ ACCOMPLISHMENTS:

Friends Feeding Friends (FFF) summaries for April/May 2024 (provided by Dana Deniston)

April: This is the time of year when many of our volunteers start to go on vacation. Despite having half of our usual volunteers some weeks, we still managed to help 3,798 people with food as well as provide furnishings for 6 households.

Two of the 6 furnishings were for single Mom's each with 2 young kids. Both families were homeless so transitioning them to housing quickly was important. The first family, with the help of friends and family, were able to rent a large truck and pick up enough large furniture for their 2 bedroom apartment as well as new kitchen items, baby gear and linens. The second family was assisted by the CORE team and they picked up what was needed.

With the kitchen still under renovation, we have temporarily suspended hot meal prep for the shelter. Instead, we have been shipping snacks and other needed items for the clients so we are still providing help.

As always, we are very grateful for any donations of fresh produce, or any packaged, dried or canned food.

In May, FFF helped 4,055 people with food, provided household furnishings for 16 people transitioning from homelessness to housing, distributed clothing, kitchen supplies, household items and linens to pantry clients, arranged for caseworkers to pick up furniture directly from donors, and delivered groceries to Seniors. Can you tell we like to help others?

One client that we helped with furnishings was a 73 year old Veteran. After 2 tours during wartime, he received an honorable discharge. He became homeless and lived on the streets for years, then lived at the shelter for 2 years. Once it was discovered he was a Veteran, caseworkers were able to secure a HUD/VASH voucher and he now has his own apartment.

Another client that we helped was a 23 year old female. She became homeless when her drug addicted mother put her out. She was in the shelter for a while before she secured a job working with disabled children. Through a rapid rehousing program, she is able to pay rent on a sliding scale. The longer she works, the less rent she will pay. The staff at the shelter are really proud of her progress.

Most of the others that FFF helped with furnishings were Seniors. One man was really fragile but really grateful for everything.

Date: 6/10/2024

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- Current church financial liabilities designated for FFF in Balance Sheet are:
 - \$25,927.34 – FFF Building Fund (as of April 30, 2024)
 - \$32,616.08 – FFF Fund (as of April 30, 2024)
 - \$4,105.07 - FFF Debit Card (8614) balance (as of April 30, 2024)

Senior Food Program

GSLC partnered with the Food Bank of Contra Costa and Solano Counties to provide free groceries to seniors age 55 or older on the first and third Thursdays in April and May (April 4th and 18th, May 2nd and 16th).

Holding Hands Montessori Preschool Project

- Lease approved by council and signed by both parties. Thank you council members and especially Reneel!
- Sanctuary building water heater installed. Plumber not able to connect gas line. Work pending on gas line connection.
- Preschool team has started work on basement area. Steps removed from former choir room. Bathroom and hallway sink fixtures replaced. Flooring being covered with new linoleum tiles. Also working on outdoor play space (asphalt base and perimeter fencing).
- New issues identified; Concrete steps from parking lot have cracked or missing concrete pieces. Utility vault cover by sidewalk dilapidated and no longer securely protecting fall hazard potential.

American Red Cross Blood Drives

Dates for American Red Cross Blood Drives at Good Shepherd in 2024 are planned as follows;

- Thursday, June 13th
- Thursday, August 22nd
- Thursday, October 10th
- Thursday, December 12th

Diablo Valley Literacy Council (DVLC)

- DVLC conducted Spring training follow-up & certification on Saturday, April 13th.

UPCOMING EVENTS/GOALS:

- Continuing to work on improvements to Sanctuary basement necessary for preschool. Target date for completion of all work is July 31st.

LONG TERM GOALS: [Events or goals that extend beyond 2 months. Include dates.]

- Preschool moved in and classes start August 1st 2024.

CONCERNS: [Any concerns for the upcoming months]

- Address fire department fire and life safety code issues in Sanctuary basement.
- FFF: Temporary loss of kitchen use by FFF while it is remodeled in early 2024. This includes daily food distribution during week (if not moved by then) as well as cooking for shelter meals once per month on Saturdays.
- FFF: Storage of household goods and furnishings in Luther Hall, and in some rooms on second floor of office building over capacity preventing access in the event of an emergency such as a fire or electrical issue. Note: Significant progress was made in clearing access lanes in the main room on second floor of office building in Spring of 2022.

Date: 6/10/2024

Team: Social Ministry

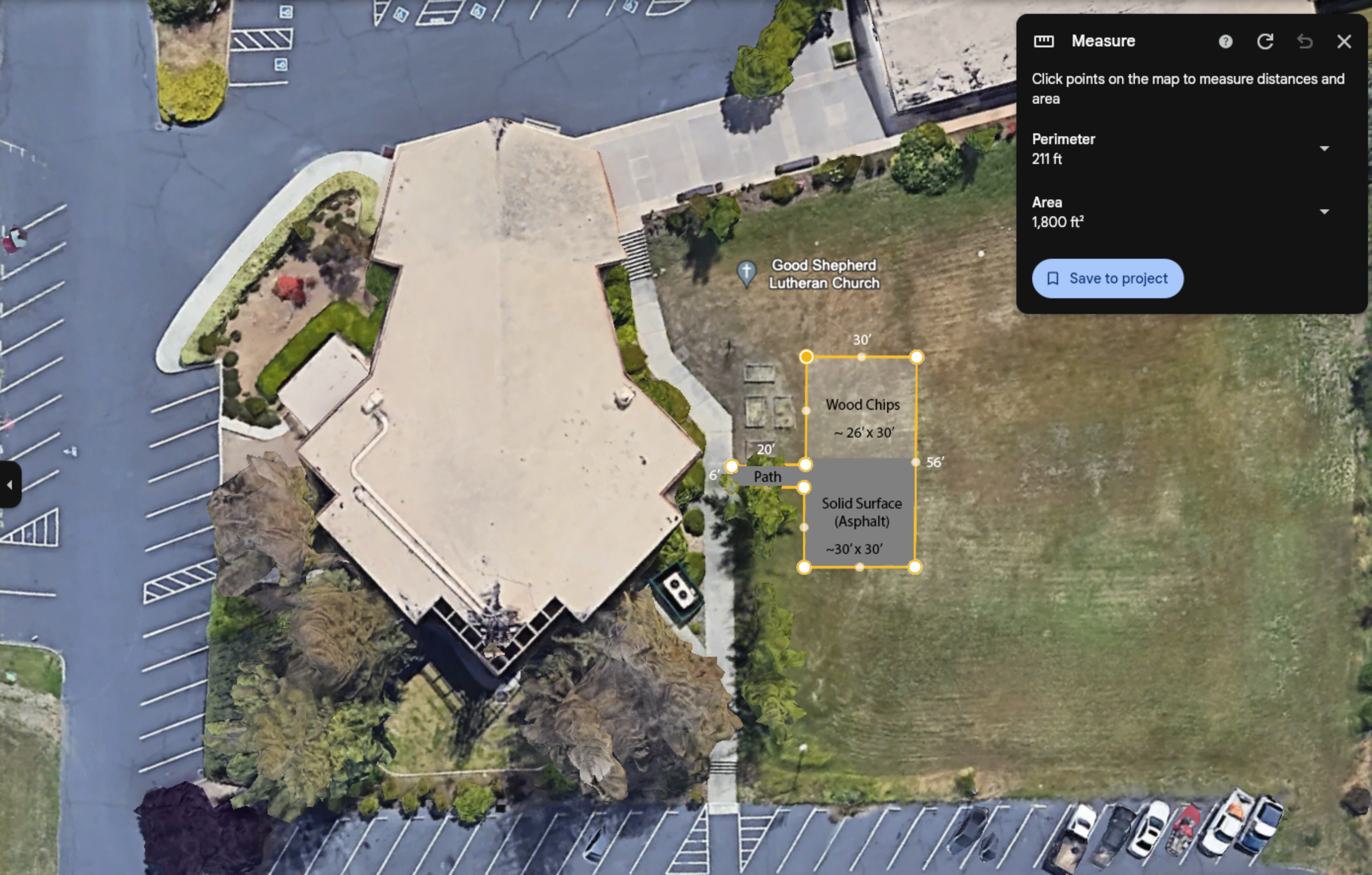
Name: Scott Etzel

OTHER COMMENTS: [Any other comments]

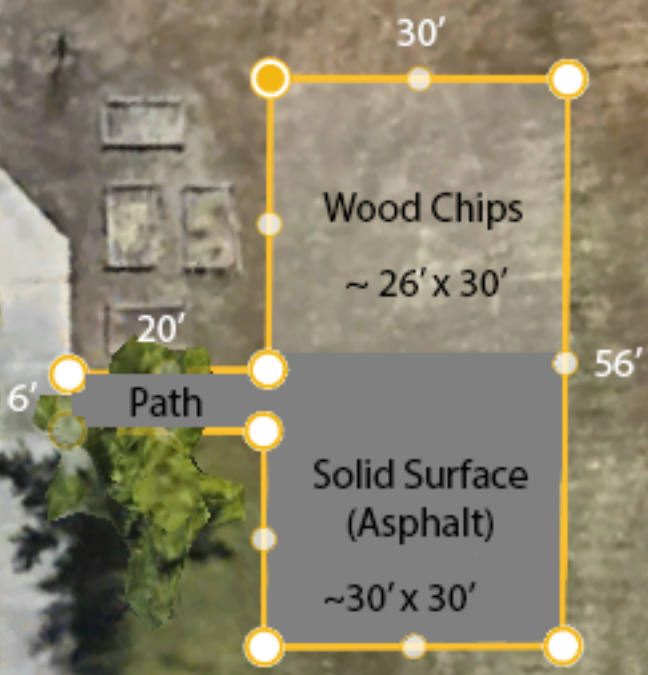
- Lutheran Lobby Day held May 15th in Sacramento.

COUNCIL ACTION ITEMS:

- None.



Good Shepherd Lutheran Church



Measure ? ↺ ↻ ✕

Click points on the map to measure distances and area

Perimeter
211 ft ▼

Area
1,800 ft² ▼

Save to project

Statement of Financial Position for Period 4 - April
Company#: 2 Name: Good Shepherd Lutheran Church

<u>Account</u>	<u>4/30/24</u>
Bank of America Checking (0287)	\$63,619.09
Bank of America Debit Card (8614)	<u>\$4,105.07</u>
CASH	\$67,724.16
Vanguard STAR Fund (0056)	\$141,044.01
Vanguard Wellington Fund (0521)	\$149,282.13
Valuation Adjustment (0056/0521)	<u>\$14,597.45</u>
SECURITIES	\$304,923.59
Vanguard Endowment MMF (2222)	\$38,339.92
Vanguard Endowment Well (2222)	\$57,692.82
Valuation Adjustment (2222)	<u>\$38,050.65</u>
ENDOWMENT SECURITIES	\$134,083.39
Deposits	<u>(\$141.00)</u>
CURRENT ASSETS	\$506,590.14
TOTAL ASSETS	<u>\$506,590.14</u>
Bank of America Visa (9201)	\$275.00
FICA (SS) Taxes Withheld	(\$0.04)
Medicare Taxes Withheld	\$0.10
Capital Expenditure Reserve	\$14,895.00
Deposits received	<u>\$1,357.00</u>
CURRENT LIABILITIES	\$16,527.06
TOTAL LIABILITIES	<u>\$16,527.06</u>
Capital Improve. & Maint. Fund	\$5,723.54
FFF Building Fund	\$25,927.34
Flowers Fund	\$63.40
Memorials Fund	\$11,579.79
Fellowship Committee Fund	\$2,863.81
Youth Fund	\$18,654.26
Archive Reserve Fund	\$100.00
El Salvador School Scholarship Fund	\$4,327.29
Resurrection Church Fund	\$5,222.98
Winter Nights Fund	\$732.66
Community Christmas Dinner Fund	\$0.00
Friends Feeding Friends Fund	\$32,616.08
Ebenezer Fund	<u>\$548.02</u>
TEMPORARILY RESTRICTED	\$108,359.17
General Fund Equity	<u>\$381,703.91</u>
UNRESTRICTED	<u>\$381,703.91</u>
NET ASSETS	<u>\$490,063.08</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$506,590.14</u>

Budgeted Financial Statement for Period 4 - April**GSLC Income Statement**

<u>Account #, Description</u>	<u>Actual for</u>	<u>Budget for</u>	<u>Actual YTD</u>	<u>Budget YTD</u>	<u>Budget Annual</u>
REVENUE					
5 Contributions-Cash/Check/	\$7,596.74	\$9,000.00	\$31,839.48	\$38,000.00	\$115,000.00
CONTRIBUTIONS	\$7,596.74	\$9,000.00	\$31,839.48	\$38,000.00	\$115,000.00
15 Cell Tower Rental Income	\$2,874.98	\$6,413.00	\$32,294.46	\$25,652.00	\$76,955.00
16 Facilities use income	\$340.00	\$667.00	\$2,041.03	\$2,668.00	\$8,000.00
20 Interest/Dividend income	\$1,455.81	\$2,083.00	\$2,972.78	\$8,332.00	\$25,000.00
OTHER INCOME	\$4,670.79	\$9,163.00	\$37,308.27	\$36,652.00	\$109,955.00
TOTAL REVENUE	\$12,267.53	\$18,163.00	\$69,147.75	\$74,652.00	\$224,955.00
EXPENSES					
23 Licenses & Taxes	\$0.00	\$67.00	\$754.00	\$268.00	\$800.00
25 Altar Guild	\$0.00	\$17.00	\$0.00	\$68.00	\$200.00
26 Maintenance & Repairs	\$0.00	\$31.00	\$0.00	\$124.00	\$375.00
27 Supplies	\$0.00	\$75.00	\$579.57	\$300.00	\$900.00
WORSHIP	\$0.00	\$190.00	\$1,333.57	\$760.00	\$2,275.00
PERSONNEL EXPENSES					
30 Salaries & Wages	\$7,076.50	\$6,826.00	\$28,095.50	\$27,304.00	\$81,918.00
31 Payroll Taxes	\$122.91	\$104.00	\$6,026.52	\$416.00	\$1,245.00
33 Employer Retirement Cont	\$790.27	\$767.00	\$3,133.71	\$3,068.00	\$9,200.00
38 Housing Allowance	\$250.00	\$250.00	\$1,000.00	\$1,000.00	\$3,000.00
39 Pastor Social Security Off	\$416.66	\$417.00	\$1,666.72	\$1,668.00	\$5,000.00
40 Supply Pastor	\$350.00	\$146.00	\$600.00	\$584.00	\$1,750.00
Compensation	\$9,006.34	\$8,510.00	\$40,522.45	\$34,040.00	\$102,113.00
42 Insurance	\$79.03	\$125.00	\$313.38	\$500.00	\$1,500.00
43 Workers Comp Insurance	\$0.00	\$75.00	\$0.00	\$300.00	\$895.00
44 Employer Provided Housin	\$416.66	\$417.00	\$1,666.64	\$1,668.00	\$5,000.00
Benefits & Insurance	\$495.69	\$617.00	\$1,980.02	\$2,468.00	\$7,395.00
45 Literature and Study Mater	\$29.80	\$17.00	\$29.80	\$68.00	\$200.00
49 Continuing Education	\$0.00	\$83.00	\$1,000.00	\$332.00	\$1,000.00
50 Discretionary Fund	\$0.00	\$17.00	\$0.00	\$68.00	\$200.00
51 Auto Expense Reimbursen	\$0.00	\$25.00	\$0.00	\$100.00	\$300.00
TOTAL PERSONNEL EXI	\$9,531.83	\$9,269.00	\$43,532.27	\$37,076.00	\$111,208.00
CONGREGATION					
54 Education, Seminar & Con	\$275.00	\$83.00	\$275.00	\$332.00	\$1,000.00
56 Other Business Expenses	\$0.00	\$150.00	\$0.00	\$600.00	\$1,800.00
TOTAL CONGREGATIO	\$275.00	\$233.00	\$275.00	\$932.00	\$2,800.00

Budgeted Financial Statement for Period 4 - April

GSLC Income Statement

<u>Account #, Description</u>	<u>Actual for</u>	<u>Budget for</u>	<u>Actual YTD</u>	<u>Budget YTD</u>	<u>Budget Annual</u>
ADMINISTRATION					
60 Maintenance & Repairs	\$305.61	\$308.00	\$1,369.88	\$1,232.00	\$3,700.00
61 Outside Services	\$0.00	\$0.00	\$160.00	\$0.00	\$0.00
62 Bookkeeping Services	\$900.00	\$900.00	\$3,600.00	\$3,600.00	\$10,800.00
63 Organist	\$0.00	\$250.00	\$250.00	\$1,000.00	\$3,000.00
64 Postage and Shipping	\$0.00	\$6.00	\$0.00	\$24.00	\$75.00
65 Supplies	\$199.99	\$42.00	\$725.99	\$168.00	\$500.00
66 Printing and Publications	\$0.00	\$0.00	\$43.07	\$0.00	\$0.00
67 Evangelism	\$102.16	\$167.00	\$219.45	\$668.00	\$2,000.00
68 Technology	\$72.00	\$167.00	\$314.00	\$668.00	\$2,000.00
69 Banking Activities	\$14.40	\$15.00	\$63.95	\$60.00	\$175.00
TOTAL ADMINISTRATION	\$1,594.16	\$1,855.00	\$6,746.34	\$7,420.00	\$22,250.00
PLANT OCCUPANCY					
71 Insurance	\$0.00	\$0.00	\$11,173.21	\$9,190.00	\$9,190.00
72 Licenses & Taxes	\$0.00	\$542.00	\$0.00	\$2,168.00	\$6,500.00
75 Gardening	\$1,940.00	\$545.00	\$3,575.00	\$2,180.00	\$6,540.00
76 Janitorial	\$330.00	\$330.00	\$1,320.00	\$1,320.00	\$3,960.00
77 Supplies	\$41.68	\$58.00	\$167.25	\$232.00	\$700.00
78 Property Committee	\$1,456.99	\$699.00	\$2,970.53	\$2,794.00	\$8,382.00
82 Utilities-Fire Alarm	\$0.00	\$30.00	\$60.00	\$120.00	\$360.00
83 Utilities-Gas & Electric	\$2,989.81	\$2,916.67	\$11,588.67	\$11,666.64	\$35,000.00
84 Utilities-Telephone&Intern	\$180.36	\$149.17	\$628.56	\$596.64	\$1,790.00
85 Utilities-Garbage	\$679.30	\$641.67	\$2,678.80	\$2,566.64	\$7,700.00
86 Utilities-Water	\$0.00	\$525.00	\$1,874.65	\$2,100.00	\$6,300.00
Utilities	\$3,849.47	\$4,262.51	\$16,830.68	\$17,049.92	\$51,150.00
TOTAL PLANT OCCUPANCY	\$7,618.14	\$6,436.51	\$36,036.67	\$34,933.92	\$86,422.00
PLANT, OCCUPANCY & UTILITIES	\$9,212.30	\$8,291.51	\$42,783.01	\$42,353.92	\$108,672.00
TOTAL EXPENSES	\$19,019.13	\$17,983.51	\$87,923.85	\$81,121.92	\$224,955.00
REVENUES OVER (UNDER)	(\$6,751.60)	\$179.49	(\$18,776.10)	(\$6,469.92)	\$0.00
108 Community Christmas Dinner	\$0.00	\$0.00	\$3.20	\$0.00	\$0.00
109 Fellowship Committee	\$73.00	\$0.00	\$1,343.00	\$0.00	\$0.00
110 El Salvador School Scholarship	\$689.00	\$0.00	\$3,041.00	\$0.00	\$0.00
114 Resurrection Church, El Salvador	\$5,267.93	\$0.00	\$6,540.30	\$0.00	\$0.00
118 Friend Feeding Friends	\$2,110.00	\$0.00	\$8,570.01	\$0.00	\$0.00
123 Capital Improvements	\$330.00	\$0.00	\$1,122.00	\$0.00	\$0.00
124 Youth	\$0.00	\$0.00	\$3,792.87	\$0.00	\$0.00
Restricted Contributions	\$8,469.93	\$0.00	\$24,412.38	\$0.00	\$0.00
127 Winter Nights	(\$36.23)	\$0.00	(\$36.23)	\$0.00	\$0.00
128 El Salvador Scholarships	\$0.00	\$0.00	(\$15,045.00)	\$0.00	\$0.00
129 Resurrection Church El Salvador	(\$7,045.00)	\$0.00	(\$7,045.00)	\$0.00	\$0.00
130 Friend Feeding Friends	(\$3,724.50)	\$0.00	(\$11,898.38)	\$0.00	\$0.00
135 FFF Building	(\$2,385.49)	\$0.00	(\$2,385.49)	\$0.00	\$0.00
136 Flowers	\$0.00	\$0.00	(\$256.39)	\$0.00	\$0.00
137 Fellowship Committee	(\$1,141.12)	\$0.00	(\$1,518.11)	\$0.00	\$0.00
141 Youth	(\$4,527.08)	\$0.00	(\$12,833.96)	\$0.00	\$0.00
Restricted Expenses	(\$18,859.42)	\$0.00	(\$51,018.56)	\$0.00	\$0.00
RESTRICTED ACCOUNTS	(\$10,389.49)	\$0.00	(\$26,606.18)	\$0.00	\$0.00
148 Unrealized Gains/Losses	(\$17,286.11)	\$0.00	\$8,255.84	\$0.00	\$0.00
NET INCOME	(\$34,427.20)	\$179.49	(\$37,126.44)	(\$6,469.92)	\$0.00