

Congregational Meeting Minutes ~ Sunday, February 25, 2024

(Approved by the Congregation on June 23, 2024)

1. **11:09 am** Call to Order/Welcome – Chris Hoelter, President
2. **Opening Prayer** – Pastor Mark Hoelter
3. **Review and Approve Minutes** from September 17, 2023 Special Congregational Meeting
Motion to approve minutes made by Joyce Twiss. Seconded by Sally Schaffer. The motion was unanimously approved by voice vote.

4. **Updates from the Church Council Boards**

a. **Board of Education** –

Pat Kunert presented the report on the behalf of Chair Suzanne Frank. The Early Learning Center currently has 98 students, an increase of 15 from the beginning of the year. The board is currently working on a proposed budget to be approved in March. The school is currently at 52 total students. 14 of the 52 students were initially part of the TELC program. Trinity school participated in LEST the other week. It was a wonderful time for students to compete in academic, athletics, and performing arts. Also a great opportunity for fellowship with fellow students, parents, and staff. The principal continues to field calls and tour prospective families. The Kindergarten 'Round-up' event is March 14th.

The 2024-2025 Tuition and Salary recommendations from the Board of Education was presented. All Trinity staff will receive a 4% increase and tuition will be increased to \$8,583.00. The increase in tuition will provide approx. \$18,000 in additional tuition (based on 60 students) and offset the staff salary increases. Registration fees and application fees will also be increased this year. Full recommendations and details were provided in the agenda.

The motion was put forward by the Board of Education (with approval by the finance committee). The motion was seconded by Ruth Register. The motion was unanimously approved by voice vote.

b. **Board of Ministry and Outreach** –

Judy Lebrun presented the report on behalf of Chair Jim Riedl. Several items in the written report provided to the congregation were highlighted. Ru's work on translating Luther's Small Catechism into Mayan is almost completed. The use of the Common Cup has returned. Sunday School has been happening each Sunday under the direction of Jeff Travis and Jan Gaylord. Youth have been having Bible study and basketball on Friday nights. The efforts of the Thanksgiving food donations and Christmas gift program were called out.

This summer's VBS program will be chaired by Allison Hoelter with assistance from Jan Gaylord and Jeff Travis. A date for VBS has not been finalized.

The Marketing committee has met one time and discussed increasing awareness of all of the programs at Trinity. A member has already pledged \$500 to support placing advertisements in neighborhood newspapers.

c. Board of Finance and Properties –

Chuck Kunert presented the for the Board of Finance and Properties. Chuck directed the congregation to review the written update provided in the agenda and let him know if there were any questions. A question was asked about the development of Lot 300. Plans to develop the lot are still in discussion. Our partners at Edlen Group have been working to find local/state grants that would make an affordable housing project feasible. The current cycle of grants have small project grants available but the current interest rates has made it difficult to make these projects work. The group is currently targeting a grant that has a June application period. If this application is not successful, the congregation will be asked if we should list the property for sale.

The overall age of the building was discussed (majority built in 1958). Old buildings have issues and get fixing these issues gets more expensive when there are deferred. Two big projects are coming soon, repairing/replacing the roof over the fellowship hall, offices, and 3 classrooms – bids range from 120k – 168k. The parking lot also needs to be resurfaced (no bids yet).

5. Treasurer’s Report –

Elaine Von Wald reviewed the financial statements provided in the agenda (Condensed Profit Loss thru 12/31/2023 & Condensed Budget to Actual with Prior Year Comparison). The congregation was directed to keys notes made on the bottom of page 10, after the Condensed budget sheet. The finance committee is also collecting information from the boards to form the budget for the next fiscal year. For the school to break even it would need an additional 26 students. To overcome property and facilities challenges, a special maintenance fund is being created to help pay for large projects.

6. President’s Report –

Chris Hoelter reviewed the 3 items listed under the president’s report in the agenda. The floor was open for questions related to the items presented, no questions were raised.

7. New Business – No new business presented.

8. 11:56 am Meeting Adjourned: The meeting was closed with the singing of the Doxology.

Respectfully submitted,
Chris Hoelter – *secretary per tem*



**Trinity Lutheran Church
Congregational Meeting Agenda
Sunday, February 25, 2024**

“Faithful to God’s Word, the people of Trinity will respond to God’s grace and share Christ’s love in our lives, the community and the world.”

1. **Call to Order/Welcome** – Chris Hoelter, President
2. **Opening Prayer** – Pastor Hoelter
3. **Review and Approve Minutes** from September 17, 2023 Special Congregational Meeting
4. **Updates from the Church Council Boards**
 - a. **Board of Education** – Pat Kunert on behalf of Suzanne Frank (pg. 3)
 - b. **Board of Ministry and Outreach** – Judy Lebrun on behalf of Jim Riedl (pg 3 - 5)
 - c. **Board of Properties and Finance** – Chuck Kunert (pg 5 - 7)
5. **Treasurer’s Report** – Elaine Von Wald (pg 7 -10)
6. **President’s Report** – Chris Hoelter (pg 11)
7. **New Business**
8. **Closing Doxology:** All rise and sing

*Praise God from whom all blessings flow.
Praise Him all creatures here below.
Praise Him above ye heavenly hosts.
Praise Father, Son, and Holy Ghost*

Congregational Meeting Minutes ~ Sunday, September 17, 2023

1. **10:01 am** Call to Order/Welcome – Chris Hoelter, President
2. **Opening Prayer** – Pastor Mark Hoelter
3. Review and Approve Minutes from June 18th Congregational Meeting.
Motion to approve the Minutes made by Mark Hoelter, 2nd Herb Stephens – Unanimously Approved by voice vote.

4. Motion from Church Council on current Pastor search

Due to Trinity's current financial situation the Church Council recommends that the Pastor search be put on hold. The Motion from the Church Council, to approve putting the Pastor search on hold and requesting the Church Council to reevaluate the situation at their January meeting.

After the reading of the motion from the Church Council it was seconded by Jim Riedl. The motion was opened to the floor for questions and comments. President Hoelter summarized the activity of the call committee since the June congregation meeting. Four pastoral candidates were interviewed by the call committee. In the weeks following their interviews, two candidates asked to have their names removed from consideration. The school year opened with enrollment under the budgeted level and the early learning center has been in a budget deficit for consecutive months. These factors are cause for concerns related to the church's ability to afford a full time pastor. After discussion was completed, the question was called by Arlyce Riedl. The motion was unanimously approved by voice vote.

5. New Business – None Presented

6. **10:44pm Meeting Adjourned:** The meeting was closed with singing of the Doxology.

Respectfully submitted,
Chris Hoelter – *secretary pro tem*

Trinity Lutheran Christian School Board Report Congregational Meeting; Sunday, February 24, 2024

Tuition and Salary Recommendations 2024-2025

1. Teachers to receive a 4% increase plus their annual step increases where applicable of current 2023-2024 salary base.
2. Art teacher to receive 4.0% increase and hours to increase from 10-12 per week. Teaching weeks to expand from 35 weeks to 37 weeks to account for additional prep time and planning.
3. Tuition to increase from \$8200.00 to \$ 8500.00 for the 2024-2025 school year? The additional increase will only offset \$18,00.00 of the projected salary increases based on the student forecast of 60 students.
4. In order to fully offset the salary increases of \$22,969.73 tuition would need to be increased to \$8583.00 per year or \$38.30 more per month from the current year. The total monthly payment would increase from \$820.00 to \$858.30 per month.
5. Increase the registration fee from \$150 to \$200 for the 2024-2025 school year.
6. We will be increasing the school application fee from \$25.00 to 35.00 to offset an increase in Renweb fees.

*Note: All teachers will receive a 4% increase in addition to applicable step increases. This will provide a range from 4.0% to a maximum of 6.64% depending upon the amount of any applicable step increases.

Ministry & Outreach Board Congregation Meeting Report 2/25/24

Pastor Ruberto Ek Yah, in addition to his ministerial responsibilities at Trinity, has been working on a Mayan translation of Luther's Small Catechism (condensed) that he will use in his teaching with the Mayan members of the congregation both at Trinity and at Ascension. He is nearly finished with it and will be ready for a trial run and then printing. Both congregations are sharing in the cost through gifts. When the translation is considered successful a copyright will be obtained.

The Lay Ministry Committee has reinstated the use of the Common Cup at Holy Communion at the Liturgical Service (8:30 am.) Using the Common Cup was discontinued on the outset of Covid. Individual cups are also available, and as before, the decision is up to each worshipper. (Note: Only individual cups are being used while we have services in the gym.)

Mark Duin, Lay Ministry Chairman, reports that the committee is looking to expand the committee with at least one candidate in mind.

Each Lay Minister continues to minister to the parishioners in their Care Group.

Sunday School, under the direction of Jan Gaylord and Jeff Travis, is going well and is serving several children from 3 years of age through fifth grade. Older youth are helping with the teaching of the children. The group which normally meets in the school cafeteria between the morning services is presently meeting in the school Art Room.

Adult Bible Class is currently studying a course called "What's So Amazing About Grace" by contemporary Christian author Philip Yancey. The course is being led by Pastor Bill Shimkus and meets between morning services in the Computer Lab.

High school youth continue to meet on Friday evenings in the gym for Bible study and basketball. The program is led by Edgar Burgos and his son Steven. Bibles were ordered for use by the group and several participants have been gifted with one of the Bibles. This program is being funded by gifts and is not using money from the church budget.

While we are without heat in the Sanctuary and Fellowship Hall we continue to hold worship in the gym with Lenten services in the cafeteria. Discussions have taken place as to whether to try worshipping in the Sanctuary with the help of alternative heating devices or just dressing warmly but so far the decision has been to remain in the gym. School Chapels, which are not as long as regular worship services, are being held in the Sanctuary.

Trinity's annual Christmas gifts program to the community in December gave gifts to approximately 60 children and gift cards to 40 teenagers and 8 families. Appreciation for support from Trinity members, KGW Toy Drive, Fire Department Toy and Joy, Thrivent Financial, Latina women who organized and distributed gifts, and individuals who transported the toys to Trinity. Combined with the 50 gift boxes given away at Thanksgiving, this gives an idea of the number of people served in our community.

We continue to reach out to the Las Adelitas Apartment complex at the corner of Killingsworth and Cully. Trinity member Kat Bybee is our contact with Las Adelitas and has received permission to put up fliers informing residents of our Sunday worship schedule, Sunday School and Adult Bible class and our Friday youth program. A separate flier tells of worship opportunities during Lent and Holy Week. Kat has put both fliers on every floor in the building. While access to the apartments is available to resident only, she has received approval for us to have an event to interact with residents in the commons area of the complex. We have a pledge from one of our members for \$3000 to purchase gift cards and snacks to hand out to those interested. No date has been set for this event or exactly how it would look, but planning continues.

This year's Vacation Bible School will be headed up by Allison Hoelter with the help of Jan Gaylord and Jeff Travis. The date has not yet been set. Possible materials for the program are being researched.

Judy LeBrun has agreed to be the M & O Board representative on the congregation's Marketing Committee.

Judy Boyer, a member of the Ministry & Outreach Board, was the high school youth Bible class leader at Trinity for many years. Though it has been some time since she was last able to do this ministry, she has kept in touch with a number of these youth, now beyond their high school years. Their lives have moved in different paths and her continued contact with them is their connection with Trinity. She is to be commended for her special ministry with these young people down through the years.

Respectfully Submitted by Jim Riedl, Ministry & Outreach Board Chairman
Reported by board member Judy LeBrun

Board of Finance and Properties
Report to Trinity Congregational Meeting
February 25, 2024

Board members: Chuck Kunert (Chair), Elaine Von Wald (Ex Officio as Treasurer), Ruth Gray (Ex Officio as Business Manager and Executive Officer), Paul Brandt, Bj Campbell, Ken Sievers, Scott Wolfe.

Since the June, 2023 congregational meeting, the board has accomplished the following:

1. Set up two committees of the board: Finance Committee (chaired by Elaine Von Wald) and Properties Committee (chaired by Chuck Kunert).

2. As a board, we carried out the assessment of the Business Manager and developed with her goals to be met during this fiscal year. The assessment included input from a variety of stakeholders, including 13 different individuals.

3. The board has developed several policies to govern its actions. These have been approved by the Church Council and are as follows:

1. *In the event of emergency cash shortages necessary to meet the payroll obligations, the Business Manager is authorized to request Trinity Endowment Funds as an advance on the scholarship funds normally paid at year's end. To the extent that the funding needs exceed the receivable account for the current year scholarship funds, the Trinity Church Council authorizes use of the discretionary portion of the Portland Lutheran School Endowment Fund.*

2. *Charitable donations of marketable securities will be received through the Trinity Lutheran School Endowment Fund at Fidelity investments. With respect to any restricted gift, the donor will provide proposed instructions for disbursement of the funds to Trinity Lutheran Church, School or TELC. Any restricted gift must be approved by Trinity before acceptance. Disbursement may be requested to be immediate or over a specified time period. Acknowledgement of the donations will be made by letter from the business office.*

3. *The following require written approval of the Business Manager who will consult with the executive officers of Trinity Lutheran Church, School, and Early Learning Center prior to making a final decision:*

a. *Receipt of non-monetary gifts of any type to any agency of Trinity. (Note: If approved, a letter acknowledging the gift and its value will be sent to the donor by the Business Manager and the amount noted in the member's giving account. Alternatively,*

the member may be reimbursed for the cost of the purchased items and then make a cash contribution in that amount to the church. IRS requirements may include an appraisal of non-cash items donated. That appraisal would be the responsibility of the donor.)

b. Requests for repairs, renovations, or additions of new equipment from any agency or person at Trinity.

c. Any use of Trinity facilities or property by members or non-members of Trinity.

d. Any changes to locks of any type or their location, including locking cabinets (e.g. file cabinets, desks with locking drawers), and the master key/lock list must be updated if approved.

4. It shall be the responsibility of the Business Manager to ensure the regular update of the Trinity activity calendar and web sites of the church, school, and TELC.

5. Any non-budgeted expenditures greater than \$1000 requires Church Council approval.

Ruth and Elaine volunteered to develop policies to govern financial operations. One suggestion was that monetary donations, including stocks or bonds, should not be placed in brokered accounts as they are often needed to meet cash flow.

4. The board received Council approval to enlist the firm of ADM & Associates to assist in writing a state/federal grant focused on enhancing security in houses of worship and associated schools. We are currently developing a self-assessment of our security needs. This task force is headed by Lanny Afrank.

5. The board is in the process of developing a proposed budget for fiscal year 2024-25. Elaine is obtaining input from all boards and executives.

6. The Properties Committee developed a list of about 35 projects required for long-term maintenance of the buildings and grounds and prioritized them. The top ten items are as follows:

1. repair/replace external hose bibs (\$1500) {Six hose bibs on oldest part of the building were failing and have been replaced.}

2. repair cupola windows (\$200) {Seeking bids.}

3. replace screens on gutters (\$100) {About 1/3 of the gutter screens have been replaced already. This will replace the remaining 2/3rds.}

4. repair broken valves (\$3500) {Seeking bids.}

5. develop and implement a plan for what will be needed for efficient HVAC system controls throughout the buildings (\$5000) {Seeking bids.}

6. upgrade all security systems (???) {This is tied to the proposal for grant application mentioned in #4 above.}

7. replace current lighted sign with an LED sign (\$20,000 - \$25,000) {The Board of Finance and Properties has referred this item back to the Boards of Education, TELC, and Ministry and Outreach to decide if they feel this is a priority at this price. If they decide it is, we would recommend a special fund raiser just for this item. In the meantime, the ballasts in the existing sign failed so all bulbs were replaced with LED lights that do not require a ballast. The 10 bulbs cost \$500.}

8. repair carpet in sanctuary (\$2000) and replace carpet in ground level classrooms and hall (\$35,000) {This proposal asks that \$35,000 be placed in the 2024-25 budget for replacement of the ground level carpet as to its very bad condition. Carpet tiles would be used.}

9. improve lighting on the exterior of all buildings (\$500) {Many of the exterior light fixtures are broken and/or not working. The process of replacing them with energy-efficient LED units with sensors is currently underway.}

10. replacing rotting roofing and fascia boards (\$2000) {Recent inspection of the roof over the gym shows significant dry rot of the roof boards that form the overhang on the east side of the gym. As these boards are high up and Trinity does not have the machinery or personnel to safely address the issue, we would need to hire a contractor to do the necessary repairs.}

Since development of this list, several issues have arisen that need to be addressed.

-The boiler recirculating pump is failing and is being replaced (\$10,200).

-The radiators in the air handlers that heat the fellowship hall and sanctuary both burst due to freezing in the cold weather in January. The cost of replacement is about \$20,000 but we have already received \$15,000 from our insurance company to cover most of the costs. This will be completed this week.

-An inspection of the roof over the offices, TELC classrooms 1-3 and the fellowship hall indicated that it is in danger of failing. We have two bids to replace it: \$126,000 and \$168,000. We are discussing what to do.

-The skylights at the entrance to the gym were installed in 1982 and are failing and leaking. We have a bid of \$5,000 to remove them and replace them with roofing.

-The drinking fountains near the gym needed to be replaced and were with refrigerated units. (\$900).

-The 6-gallon hot water heater under the sink in the cry room burst and flooded the cry room and parts of Pastor Ek Yah's office. It was removed and will not be replaced. A similar hot water heater in the sacristy will be removed and replaced with an instant hot water unit. (\$400).

7. The Finance Committee is asking the Boards of Education and Ministry and Outreach to prepare a visionary budget that looks at not simply next year but the future and think strategically about what needs to happen to make our mission possible for many years to come.

Respectfully submitted,

Chuck Kunert
Chair, Board of Finance and Properties

Treasurer's Report - Congregational Meeting, Sunday, June 18, 2023

The Treasurer's Report consists of:

- 1. Condensed Profit Loss thru 12/31/2023**
- 2. Condensed Budget to Actual with Prior Year Comparison**

TRINITY LUTHERAN CHURCH AND SCHOOL

Condensed Profit Loss by Ministry

July through December 2023

| | <u>Church</u> | <u>School</u> | <u>TOTAL</u> |
|---|--------------------------|---------------------------|--------------------------|
| Income | | | |
| 1000 · Income Offering | 119,200.76 | 0.00 | 119,200.76 |
| 1030 · Other Income | 3,001.64 | 0.00 | 3,001.64 |
| 1035 · Hispanic | 26,000.00 | 0.00 | 26,000.00 |
| 1050 · Tuition & School Funding | 0.00 | 413,528.40 | 413,528.40 |
| 1060 · Tuition - Adjust for Unearn | 0.00 | -205,000.00 | -205,000.00 |
| Total Income | <u>148,202.40</u> | <u>208,528.40</u> | <u>356,730.80</u> |
| Cost of Tuition | | | |
| 2000 · Salaries | 27,330.82 | 250,020.11 | 277,350.93 |
| 2500 · TELC Expenses Unbilled | 1,347.99 | 0.00 | 1,347.99 |
| 3100 · School Administration - Expense | 0.00 | 853.28 | 853.28 |
| 3150 · Marketing and Development | 127.49 | 127.50 | 254.99 |
| 3154 · Development | 839.79 | 839.79 | 1,679.58 |
| 3200 · School Operating Expenses | -75.00 | 11,103.17 | 11,028.17 |
| Total COGS | <u>29,571.09</u> | <u>262,943.85</u> | <u>292,514.94</u> |
| Gross Profit | <u>118,631.31</u> | <u>-54,415.45</u> | <u>64,215.86</u> |
| Expense | | | |
| 4000 · Office & Administration Expense | 4,046.27 | 7,976.12 | 12,022.39 |
| 4300 · Lay Ministry | 1,138.71 | 0.00 | 1,138.71 |
| 4400 · Worship | 3,140.46 | 0.00 | 3,140.46 |
| 4500 · Education and Youth | 382.51 | 0.00 | 382.51 |
| 4700 · Church Committees | -4,619.83 | 0.00 | -4,619.83 |
| 4800 · Latino Ministries | 24,694.46 | 0.00 | 24,694.46 |
| 4900 · Facilities | 7,811.23 | 29,429.09 | 37,240.32 |
| 5000 · Debt Service | 10,681.62 | 16,006.08 | 26,687.70 |
| 7000 · Missions | 600.00 | 0.00 | 600.00 |
| Total Expense | <u>47,875.43</u> | <u>53,411.29</u> | <u>101,286.72</u> |
| Net Ordinary Income | <u>70,755.88</u> | <u>-107,826.74</u> | <u>-37,070.86</u> |
| Net Income | <u>70,755.88</u> | <u>-107,826.74</u> | <u>-37,070.86</u> |
| Additional students needed to break even | | 26 | |

TRINITY LUTHERAN CHURCH AND SCHOOL AND TELC

Profit Loss

July to Dec. 2023 and Budget Full Yr. 2023 / 2024

With Prior Year Comparison

| | Actual Year to date July to Dec 2023 | Budget 2023/2024 Jul '23 - Jun 24 | Actual 2022/2023 Jul '22 - Jun 23 | Actual 2021/2022 Jul '21 - Jun 22 | Actual 2020/2021 Jul '20 - Jun 21 | Actual 2019/2020 Jul '19 - Jun 20 | Actual 2018/2019 Jul '18 - Jun 19 |
|--|--|---|---|---|---|---|---|
| CHURCH & SCHOOL | | | | | | | |
| Income | | | | | | | |
| 1000 · Income Offering | 119,200.76 | 227,100.00 | 216,391.70 | 224,675.45 | 236,453.24 | 205,938.18 | 232,616.39 |
| 1030 · Other Income | 3,001.64 | 2,000.00 | 4,710.41 | 2,602.00 | 5,350.74 | 3,318.84 | 3,747.00 |
| 1035 · Hispanic | 26,000.00 | 17,000.00 | 32,448.37 | 24,400.00 | 17,400.00 | 42,817.00 | 21,578.00 |
| 1050 · Tuition | 208,528.40 | 455,975.00 | 544,535.79 | 464,527.41 | 355,866.96 | 375,584.63 | 378,606.56 |
| Total Income | 356,730.80 | 702,075.00 | 798,086.27 | 716,204.86 | 615,070.94 | 627,658.65 | 636,547.95 |
| Cost of Income | | | | | | | |
| 2000 · Salaries | 277,350.93 | 613,319.87 | 540,751.19 | 512,058.00 | 459,911.93 | 407,241.38 | 544,357.45 |
| 3100 · School Administration - Expense | 2,201.27 | 6,050.00 | 4,958.07 | 2,315.56 | 5,535.38 | 3,147.32 | 8,265.43 |
| 3150 · Marketing and Development | 254.99 | 948.00 | 612.87 | 986.32 | 1,519.85 | 8,653.10 | 957.97 |
| 3154 · Development | 1,679.58 | 3,359.16 | 3,359.16 | 3,039.81 | 1,772.61 | 2,531.28 | 2,531.28 |
| 3200 · School Operating Expenses | 11,028.17 | 22,235.87 | 12,887.50 | 11,634.86 | 8,357.67 | 7,864.21 | 13,116.69 |
| Total Cost of Tuition | 292,514.94 | 645,912.90 | 562,568.79 | 530,034.55 | 477,097.44 | 429,437.29 | 569,004.82 |
| Gross Profit | 64,215.86 | 56,162.10 | 235,517.48 | 186,170.31 | 137,973.50 | 198,221.36 | 67,543.13 |
| Expense | | | | | | | |
| 4000 · Office & Administration Expense | 12,022.39 | 26,780.90 | 21,164.57 | 23,403.28 | 24,109.77 | 24,172.20 | 29,903.81 |
| 4300 · Lay Ministry | 1,138.71 | 5,179.00 | 3,205.25 | 4,912.67 | 2,760.49 | 2,100.57 | 14,191.65 |
| 4400 · Worship | 3,140.46 | 8,935.00 | 3,811.29 | 1,448.08 | 1,991.57 | 1,104.43 | 2,250.44 |
| 4500 · Education and Youth | 382.51 | 1,990.00 | 1,419.97 | 1,199.85 | 1,323.29 | 1,218.19 | 1,240.00 |
| 4700 · Church Committees Incl Mission Outreach | (4,619.83) | 300.00 | 3,146.82 | 7,638.02 | 7,505.00 | 7,774.31 | 7,520.00 |
| 4800 · Latino Ministries (Tuition Exp) | 24,694.26 | 17,000.00 | 32,448.37 | 17,000.00 | 10,982.48 | 38,191.80 | 20,895.89 |
| 4900 · Facilities | 37,240.42 | 84,100.97 | 60,407.60 | 40,425.85 | 56,988.53 | 62,434.43 | 70,437.83 |
| 5000 · Debt Service | 26,687.70 | 53,379.72 | 53,375.40 | 53,375.18 | 50,710.74 | 54,593.59 | 62,697.46 |
| 7000 · Missions | 600.00 | 1,200.00 | 1,200.00 | 1,200.00 | 1,200.00 | 1,200.00 | 1,200.00 |
| Total Expense | 101,286.62 | 198,865.59 | 180,179.27 | 150,602.93 | 157,571.87 | 192,789.52 | 210,337.08 |
| Net Ordinary Income | (37,070.76) | (142,703.49) | 55,338.21 | 35,567.38 | (19,598.37) | 5,431.84 | (142,793.95) |
| Other Expense - Property Sale | 0.00 | | | | | | |
| Other Income | | | | | | | |
| 8000 · Fundraising/Bequests | 0.00 | 0.00 | 0.00 | 0.00 | 135.15 | 32,762.17 | 197,848.20 |
| Estimated addl Endowment funding if needed | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 8812 · Less Funds to TELC | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | (106,407.25) |
| 8813 · PPP Loan Qualifying Forgiveness | 0.00 | 0.00 | 0.00 | 0.00 | 38,932.00 | 57,768.00 | 0.00 |
| Total Other Income & (Expense) | 0.00 | 0.00 | 0.00 | 0.00 | 39,067.15 | 90,530.17 | 91,440.95 |
| Net Income (if Fundraising goal met) | (37,070.76) | (142,703.49) | 55,338.21 | 35,567.38 | 19,468.78 | 95,962.01 | (51,353.00) |

TRINITY LUTHERAN CHURCH AND SCHOOL AND TELC

Profit Loss

July to Dec. 2023 and Budget Full Yr. 2023 / 2024

With Prior Year Comparison

| | Year to date | 2023/2024 | 2022/2023 | 2021/2022 | 2020/2021 | 2019/2020 | 2018/2019 |
|---|--------------------|---------------------|---------------------|-------------------|--------------------|-------------------|---------------------|
| TELC | July to Dec 2023 | Jul '23 - Jun 24 | Jul '22 - Jun 23 | Jul '21 - Jun 22 | Jul '20 - Jun 21 | Jul '19 - Jun 20 | Jul '18 - Jun 19 |
| Income | | | | | | | |
| 470000 · Program Income | 641,904.28 | 1,231,800.00 | 973,959.58 | 1,038,701.49 | 752,320.37 | 791,422.25 | 517,113.95 |
| Total Income | 641,904.28 | 1,231,800.00 | 973,959.58 | 1,038,701.49 | 752,320.37 | 791,422.25 | 517,113.95 |
| Expense | | | | | | | |
| 500000 · Payroll Expenses | 566,412.00 | 1,100,954.00 | 914,804.72 | 814,305.51 | 814,843.49 | 643,924.30 | 526,501.71 |
| 550000 · Utilitiy Expenses | 14,630.98 | 34,665.16 | 34,494.09 | 29,469.12 | 21,858.86 | 16,574.56 | 16,888.00 |
| 56000 · Facilities and Equipment | 19,136.70 | 41,632.20 | 34,765.30 | 26,013.86 | 34,696.86 | 31,057.78 | 25,347.89 |
| 570000 · Administrative | 58,116.61 | 101,924.38 | 121,190.90 | 111,235.84 | 97,429.88 | 81,222.75 | 66,539.70 |
| Total Expense | 658,296.29 | 1,279,175.74 | 1,105,255.01 | 981,024.33 | 968,829.09 | 772,779.39 | 635,277.30 |
| Net Ordinary Income | -16,392.01 | -47,375.74 | -131,295.43 | 57,677.16 | -216,508.72 | 18,642.86 | -118,163.35 |
| Net Income | -16,392.01 | -47,375.74 | -131,295.43 | 57,677.16 | -216,508.72 | 18,642.86 | -118,163.35 |
| Other Income & Expenses | | | | | | | |
| Grant Income Misc. | 0.00 | 0.00 | 134,249.94 | 0.00 | 79,981.00 | 0.00 | 0.00 |
| Grant Expenses | 0.00 | 0.00 | (133,249.94) | | | | |
| Stabilization Grant effective 11/1/2021 | 0.00 | 0.00 | 0.00 | 17,219.00 | 0.00 | 0.00 | 0.00 |
| PPP Loan Qualifying Forgiveness | 0.00 | 0.00 | 0.00 | 40,000.00 | 186,993.00 | 54,546.00 | 0.00 |
| Total Other Income | 0.00 | 0.00 | 1,000.00 | 57,219.00 | 266,974.00 | 54,546.00 | 0.00 |
| Net Income | (16,392.01) | (47,375.74) | (130,295.43) | 114,896.16 | 50,465.28 | 73,188.86 | (118,163.35) |
| COMBINED TOTALS TLC&S & TELC | (53,462.77) | (190,079.23) | (74,957.22) | 150,463.54 | 69,934.06 | 169,150.87 | (169,516.35) |

| Key Balance Sheet Information at 12/31/2023 | TLC&S | TELC | Total |
|---|----------------|-------------|----------------|
| Cash - Operations | 3,310.00 | 14,226.26 | 17,536.26 |
| Cash - Grants & Designated Funds | 72,821.86 | 1,000.00 | 73,821.86 |
| Receivables (mostly tuition contract to year end) | 124,393.31 | 13,155.76 | 137,549.07 |
| Receivable from Endowment for Scholarships | 107,000.00 | 0.00 | 107,000.00 |
| LCEF Youth Funds | 5,779.33 | 0.00 | 5,779.33 |
| Land/Bldg/Fixed Assets-At Cost | 1,794,006.51 | 35,615.93 | 1,829,622.44 |
| Accounts Payable | (5,320.32) | 0.00 | (5,320.32) |
| Due To/From TLCS & Trinity | 51,741.01 | (51,741.01) | 0.00 |
| Unearned Tuition in receivables(incl Scholarship Rec) | (205,000.00) | 0.00 | (205,000.00) |
| Mortgage Loan | (1,282,285.07) | 0.00 | (1,282,285.07) |
| Designated Clearing Accounts & Memorial Funds | (111,727.45) | 0.00 | (111,727.45) |
| Endowment Fund (Designated) | 2,393,154.57 | 0.00 | 2,393,154.57 |

Notes for 12/31/2023 Year to date operating results:

At 12/31/2023 All Trinity Funds available to date had been applied to current year scholarships as well as \$9,776.64 applied to school operation due to the deficit . It continues to be the goal that fundraising such as Advance the Potential be for next year scholarships rather than funding current year scholarships.

Pastor salary is not reflected year to date with Pastor Mark Hoelter generously volunteering his services during this financially challenging year. Planning for pastoral leadership and worship services for the church, in light of financial challenges, is a key priority.

Trinity Endowment Funds were \$476,466.14 higher than the balance at 12/31/2022. with significant market value improvements over the prior year decline in value. The Endowment Scholarship Funding for the 2024/2025 year will be \$120,000.

Budgets for the 2024/2025 year will be presented at the the June Congregational meeting. The Board of Education has increased tuition to \$8,583 for the 2024/2025 year and estimates enrollment of 60 students (80 students is an estimated breakeven with expected cost increases for 2024/2025). A Salary Increase of 4% is proposed. Fully funding financial aid is key to achieving the budgetary estimations. .

President's Report - Congregational Meeting, Sunday, February 25, 2024

Celebrate the Success of Advance the Potential:

The Trinity Lutheran School fundraising event held last month raised \$60,000 for student financial aid. Previous events (this was our 10th) typically raised \$40,000. This year's event featured 3 TLS alumni speakers (Jeremiah Bahr, Marcus Gray, and Doug Kuhlmann) and a recognition of Don Seleski's 42 years of teaching. The event was attended by approximately 90 Trinity supporters. A big thank you to the planning committee; Pat Kunert, Nancy Mann, and Joyce Nitz. As well as over a dozen other volunteers that helped with food pick up, setup & take down, publicity, decorating, food preparation, food serving, and greeting guests.

Marketing Task Force:

A marketing task force has been formed to explore ways to increase program visibility and awareness for Trinity Lutheran Church, Trinity Lutheran School, and Trinity Early Learning Center. The task force is looking at ways to use signage along Killingsworth to draw attention to the school and early learning center. Also, for ways to leverage social media and our website to improve awareness of our programs and provide relevant information to prospective families.

Discussions on resuming the Pastor Call process:

At the January 2024 Church Council meeting the question of resuming the Pastor call process was discussed. Enrollment in the school has increased some and the early learning center has been able to improve on the monthly budget deficits from the summer and fall. But, the improvements are not significant enough to be able to afford a full time pastor. In order to move forward with the call process Trinity leadership must establish the direction of our ministry and mission. The Church Council is seeking to schedule a strategic planning retreat with the goal of bringing together leadership at Trinity to establish a long-term vision for Trinity. We are working on finding a facilitator to lead us through this process. What should our priorities be over the next five years to fully move into the vision and mission we believe God is calling us to embody?