

Congregational Meeting Minutes ~ Sunday, June 22, 2025
(Pending Approval)

1. **11:20 Call to Order/Welcome** – Chris Hoelter, President
2. **11:21 Opening Prayer** – Pastor Hoelter
3. **11:22 Review and Approve Minutes** from February 23, 2025, Congregational Meeting (pg. 2) – Motion to Approve by Sue Campbell, 2nd: Herb Stephens – Approved.
4. **11:23 Treasurer’s Report** – Elaine Von Wald (pgs. 3, 7 - 8)- See Written Report. No questions. Motion to approve Scott Wolfe, 2nd Sally Schaefer - Approved
5. **Updates from the Church Council Boards**
 - a. **Board of Education** –Suzanne Frank (pgs. 3 - 4) – see Report – No questions
 - b. **Board of Ministry and Outreach** – Jim Riedl (pgs. 5 - 6) – See Report – Reminder of wine tasting at the Dennis’s on August 23rd.
 - c. **Board of Properties and Finance** – Chuck Kunert (pg. 6) – See Report - In addition Speed bump reduction considerations which resurfacing may help with. Garbage trucks will now be coming through back gate. Less disruption to recess along with less damage to the parking lot. Also, Dorcas has allowed as part of their budget to help with chair repair for the fellowship hall, however they did not relay this to anyone until today. Chuck will pair with them to figure things out.
6. **President’s Report** – Chris Hoelter (pg. 6) See report -
7. **Church Council Elections – Motion to approve all candidates by Bruce Dennis, 2nd Elaine Von Wald – passed.**
 - a. Vice-President – Edgar Burgos
 - b. Secretary – Amity Cunningham
 - c. Board of Properties and Finance Chair – Church Kunert
 - d. Board of Education Chair – Suzanne Frank (1 year term)
8. **New Business** –
 - a. Motion to Add Name to Pastor Call list by Bruce Dennis, 2nd Mark Duin – Passed. – Name added Duane Meissner, Denver, CO.
 - b. Joyce Twiss wants to know why the flags have gone missing from the front of the church behind the altar. This was done over a year ago during one of the church

seasons for space and because it was approved by Council because of being considered part of the Christian Nationalism movement and the problems Nationwide. It was decided that Trinity did not want to be associated with that movement and so they were permanently removed from the front so as not to be part of the political movement. Since this is new business and there is not time for lengthy discussion today it was decided to table it for another time.

- c. Bruce Dennis wants all notes provided for today and meeting notes to be sent to every member of the congregations. These are already available on the church webpage when they have been approved. It is also not in the Bylaws of the church to be mandatory to do so.
- d. Lanny Afrank wants Open meetings and agenda for all meeting 1 week prior to the meetings. This is the reason representatives are elected to speak for the members of the church. If people want to have more say, they should run to represent the congregation, and the congregation can decide who they want representing them.

9. **12:25 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*

*Respectively submitted by
Amity Cunningham, Secretary.*



Trinity Lutheran Church Congregational Meeting Agenda Sunday, June 22, 2025

“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 February 23, 2025 Congregational Meeting (pg 2)
4. **Treasurer’s Report** – Elaine Von Wald (pgs 3, 7 - 8)
5. **Updates from the Church Council Boards**
 - a. **Board of Education** –Suzanne Frank (pgs 3 - 4)
 - b. **Board of Ministry and Outreach** – Jim Riedl (pgs 5 - 6)
 - c. **Board of Properties and Finance** – Chuck Kunert (pg 6)
6. **President’s Report** – Chris Hoelter (pg 6)
7. **Church Council Elections**
 - a. Vice-President – Edgar Burgos
 - b. Secretary – Amity Cunningham
 - c. Board of Properties and Finance Chair – Church Kunert
 - d. Board of Education Chair – Suzanne Frank (1 year term)
8. **New Business**
9. **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, February 23, 2025

1. **Call to Order/Welcome 0948** – Chris Hoelter, President
2. **Opening Prayer 0950** – Pastor Hoelter
3. **Review and Approve Minutes 0952** from June 23, 2024 Congregational Meeting (pg 2)
Motion to approve: Jill Gaylord, 2nd Terry Gaylord - Approved
4. **Treasurer’s Report 0957** – Elaine Von Wald (pgs 3, 9 - 10)- See Report
Jan Gaylord asked about LEST funds - She was referred to Ruth Gray for this inquiry.
5. **Updates from the Church Council Boards**
 - a. **10:00 Board of Education** –Suzanne Frank (pgs 9 - 10) See report
 - b. **Board of Ministry and Outreach** –Judy Lebrun (pgs 3 - 5) See report
Question was asked of who was on the Pastor Call Committee: Chris Hoelter, Jim Riedl, Judy Lebrun, Jan Gaylord, Paul Brandt, PR Ru Ek Yah, Lanny Afrank.
Suggestion by PR Shimkus and backed by PR Hoelter to have someone come in to analyze our mission and where we want our Congregation direction to go in the next decade. What are our goals? Find out what Congregation wants to achieve moving forward.
Joyce Nitz - suggested small groups that can meet during the week to discuss the future so people can be more candid and speak more freely.
Chuck Kunert - Long term strategic planning- Need to get Latinos more involved and figure out a way to schedule church and congregational meetings so more can attend, participate and understand. Translation should be provided for these.
 - c. **Board of Properties and Finance** – Chuck Kunert (pgs 5 - 6) See Report
6. **President’s Report** – Chris Hoelter (pgs 7 - 8) See report
7. **NW District Convention Delegates:** Nominated are Chuck Kunert for Lay person, Alternate Jeramiah Bahr, RP Ruberto Ek Yah. Motion made to accept nominations by Chris Hoelter, 2nd Amity Cunningham - Approved
8. **New Business** – None Presented
9. **Closing Doxology 1055**

*Respectively submitted by
Amity Cunningham, Secretary.*

Treasurer's Report & Budget Notes - Sunday, June 22, 2025

Key Budget Notes - Church and School 2025/2026	
Offering income budget is lower than current year projected actual due to adjustment for non-recurring generous gifts that prevented a current year deficit.	
Church Pastor 1/2 year Salary and Benefits	\$55,000
Pastor Moving Expense	\$20,000
Pastor Ru Salary and benefits are full year for 2025/2026	
School enrollment budgeted 60 Students; Enrollment needed to break even 80 - 85	
Curriculum Expenses - To be paid from PLS Endowment Funds	\$20,000
Teacher Continuing Education Line Item Added	\$1,800
Teacher Conference increased to include housing, line item now:	\$3,000
Marketing Cost Line Item Increased to \$10,000 to be paid from PLS Endowment Funds. Goal to increase enrollment.	\$10,000
Half year hired maintenance person added. Cost to be shared by Church, School and TELC. TELC&S Portion	\$7,950
Major maintenance project to be covered by properties fund donations	\$65,000
Current Trinity Funds Balance - this will cover school scholarships for the 2025/2026 fiscal year; Additional needed to cover budgeted school operating deficit \$69,716. More fundraising is needed, endowment assistance may be available if needed after a pastor is called.	\$93,823
Utility increase have been budget based on publisher rate increases.	
LEST costs are budgeted to be covered by 2025/2026 donations as they were for the 2025/2026 year.	
TELC Budget 2025/2026 is slightly above breakeven.	

Respectfully submitted,

Elaine Von Walk - Treasurer

Board of Education June Congregation Report

TELC

Financial through May 2025

- Gain \$30,571
- YTD Gain \$112,896
- YTD Budget +\$128,753
- Income +\$110K to budget

- Expenses \$18K under budget

Enrollment is 100 students as of the first day of June

There are 29 students whose parents have reserved a spot with a monetary deposit and are enrolled for a future start date

Summer camp still has a few openings

TLCS

Enrollment for the 2025-2026 school year:

- 27 returning students fully registered
- 7 new students fully registered
- 6 new students in process of enrolling

Goal-budget is 66 students

On Friday, Marsha Wolfe contacted parents of students (who attended the 2024-2025 school year) to inquire if they are planning to re-enroll their student for the upcoming school year. Results of the inquiries are pending.

Principal's Report

8th Grade Trip to Seattle:

Students had a wonderful time on this trip. I received a \$200 reimbursement on the Seattle rental house for it not being very clean. This money will be used for next year's 8th grade trip.

Spring Concert:

The Spring Concert went beautifully. It was well attended and students performed well.

End Of The Year School Field Trip

All School Trips to the Zoo on Monday, June 2, and OMSI Friday, June 6 were great end-of-the-year experiences for the students and their parents. Parents were incredibly supportive and provided all of the transportation for the school trips.

8th Grade Banquet

8th grade Banquet was catered by Lisa Delaney, parent of last year's 8th grader Claire. Aisha Redmond bought the cake and trail mix for the desert.

Curriculum Update:

After consulting with Michele Sproviero Interian, I decided not to go with Saxon Math but rather go with the math curriculum "Math In Focus" as it has a robust online component for measuring and addressing student achievement. I was specifically looking for a program that offers online materials and assessment tools that will access the core curriculum, which will allow teachers to easily monitor student progress and identify areas where students may be struggling. Having access to such online resources is essential for providing targeted support and ensuring effective instruction

End of the year Teacher Evaluations are complete. Teachers last day was Wednesday, June 18

Ministry & Outreach Board Congregation Meeting Report 6/22/25

Since our last congregational meeting our pastors' official acts:

49 worship services, 3 baptisms, 4 first communions, 3 memorial services, 3 home blessings.

Both pastors continue to make calls on members that are in need.

Easter celebration at Trinity this year included three worship services, a breakfast served by Trinity 8th grade students and their families (using the free-will offering to support their school year end trip), our Sunday School egg hunt and the well-attended community egg hunt. Thanks to all who helped make our Easter celebration so special!

Our Sunday School, under the direction of Jan Gaylord and Jeff Travis has had a special year serving families with 3 year olds through 5th grade. The Sunday School will take a summer break and resume in September.

Adult Bible class continues to study the book of Genesis under the direction of Dr. Chuck Kunert. Join the class for spiritual insight and vigorous discussions.

Spanish prayer and Bible study sessions take place in the Sanctuary every Friday evening, led by Edgar Burgos.

Youth Bible study/basketball also happen every Friday evening in the gym under the direction of Steven Burgos

Portland Parkways will happen on June 29th. The route passes by the southwest part of our property. Tables will be set up to greet people, offer otter pops and water and give them the opportunity to use our restrooms. We will also have literature that tells the story of our church and school. It's a great opportunity to visit with people in our community and let them know we care. Signup sheets are in the Fellowship Hall or talk with Pastor Hoelter if you have questions.

Vacation Bible School will take place at Trinity July 7th – 11th in the morning hours. It is free of charge to attend. We will welcome our own members, children in our community and the schedule has been designed so that children at TELC can attend the sessions. Directors again this year are Alison Hoelter and Jan Gaylord. There are still positions to be filled so talk with them and see how you might help.

Pastor Ek Yah will lead a **Spanish Retreat** on August 1st -3rd at St Peter, the Fisherman Lutheran Church in Lincoln City. This retreat not only is attended by our members, but also is open to and attended by Spanish families in our community.

The **Church Picnic** will take place on Sunday, August 10th. There will be one service followed by the picnic on the field. Our Fellowship Committee of Jan Gaylord and Judy LeBrun will take charge of this event. They will appreciate much help. Specific details will be publicized soon.

The annual **Trinity Golf Fellowship** will be held on August 17th at Stone Creek Golf Course in Oregon City. Jim Olson and Terry Gaylord are organizing this event. Questions should be directed to them.

Respectfully submitted,
Jim Riedl, Board of Ministry and Outreach Chairman

Board of Finance and Properties Report to the Trinity Congregational Meeting
June 22, 2025

1. We have finally received a signed contract from the Oregon Emergency Management office for the Security Grant. Our Task Force has met several times to discuss the implementation of the grant. We signed a contract with Capitol Electric to upgrade all exterior lighting as a part of the grant and expect work to begin in a couple weeks. Other items in the grant that will be installed are an electronic gate system at the driveway entrance, alarm systems for doors and windows, upgraded security cameras, access controlled entry doors, security training for staff and volunteers, and a generator to allow a limited number of systems to continue functioning in case of power failure.
2. We have also signed a contract with Asphalt Paving Services to repair and reseal the entire parking lot. As a result, the lot will be closed to all vehicle or foot traffic on August 21-23. Those desiring access to the building on those days should park on Killingsworth and walk on the lawn up to the Fellowship Hall doors.
3. We are considering replacing carpet with vinyl plank flooring in the Fellowship Hall. The amount of food stains on the carpet makes it difficult to make the Fellowship Hall look presentable. Give any comments you have to Chuck Kunert.
4. All members of the congregation are asked to Chuck if they find something that is broken or they have ideas of what could improve Trinity's facilities.

Respectfully submitted,
Chuck Kunert
Chair, Board of Finance and Properties

President's Report - Congregational Meeting, Sunday, June 22, 2025

Call Committee: The call committee received 12 nominees from the congregation and NW District Office; Rev. Edward A Blonski Sr (Hawthorn Woods, IL), Rev. Kyle David Castens (Crystal City, MO), Rev. Ruberto Ek Yah (Portland, OR), Rev. Dr. Scott Geminn (El Segundo, CA), Rev. David Kummer (Wilmington, DE), Rev. Zabdi Lopez (Woodburn, OR), Rev. Jeremy Lucke (Philomath, OR), Rev. David Murillo (San Antonio, TX), Rev. Jonathan Ripke (Marengo, IL), Rev. Timothy Schaeckel (Prior Lake, MN), , Rev. Jacob Scott (Salem, OR), Rev. Eli Thomas (Vancouver, WA). Earlier this week the committee meet to do an initial review of the candidates and will begin scheduling phone interviews to be conducted for the next couple months. After completing the interviews the call committee will present 3 nominees to the congregation.

TRINITY LUTHERAN CHURCH AND SCHOOL AND TELC

Profit Loss Preliminary Budget

July 2025 to June. 2026

	Preliminary Budget 2025/2026 Jul '25 - Jun 25	Projected Actual 2024/2025 Jul '24 - Jun 25	Actual 2023/2024 July 23 to June 24	Actual 2022/2023 July 22 to June 23	Actual 2021/2022 Jul '21 - Jun 22
CHURCH & SCHOOL					
Income					
1000 · Income Offering	261,000.00	335,597.74	239,077.77	216,391.70	224,675.45
1030 · Other Income	4,562.00	4,362.13	4,555.53	4,710.41	2,602.00
1035 · Other Ministries	0.00	0.00	0.00	0.00	7,400.00
1050 · Tuition	579,000.00	455,859.40	406,453.77	544,535.79	464,527.41
Total Income	844,562.00	795,819.27	650,087.07	765,637.90	699,204.86
Cost of Income					
2000 · Salaries (incl 1/2 year Pastor & Moving Exp)	708,931.61	595,314.81	560,998.71	540,751.19	512,058.00
3100 · School Administration - Expense	8,050.00	5,058.3	2,737.15	4,958.07	2,315.56
3150 · Marketing and Development	1,027.55	2,005.26	2,643.75	612.87	986.32
3154 · Development	4,212.03	4,089.35	3,573.28	3,359.16	3,039.81
3200 · School Operating Expenses	8,254.85	13,353.36	25,596.23	12,887.50	11,634.86
Total Cost of Tuition	730,476.04	619,821.08	595,549.12	562,568.79	530,034.55
Gross Profit	114,085.96	175,998.19	54,537.95	203,069.11	169,170.31
Expense					
4000 · Office & Administration Expense	25,596.65	24,851.12	25,164.20	21,164.57	23,403.28
4300 · Lay Ministry	4,370.67	4,243.37	2,359.21	3,205.25	4,912.67
4400 · Worship	3,274.30	2,999.17	4,452.65	3,811.29	1,448.08
4500 · Education & Youth (PY incl Youth Gathering)	1,800.00	1,489.96	839.51	1,419.97	1,199.85
4700 · Church Committees Incl Mission Outreach	100.00	9.52	366.00	3,146.82	7,638.02
4800 · Other Ministries	0.00	0.00	289.12	0.00	0.00
Donations Other Ministry Costs (Now in Church Categories)	0.00	0.00	0.00	0.00	0.00
4900 · Facilities	87,957.66	79,579.62	72,764.42	60,407.60	40,425.85
Projects requiring Fundraising	65,000.00	16,630.74	0.00	0.00	0.00
Fundraising Paid by Properties Donations to date	(65,000.00)	(16,630.74)	0.00	0.00	0.00
5000 · Debt Service	59,696.64	55,482.48	48,927.45	53,375.40	53,375.18
7000 · Missions	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00
Total Expense	183,995.92	169,855.24	156,362.56	147,730.90	133,602.93
Net Ordinary Income (Loss)	(69,909.96)	6,142.95	(101,824.61)	55,338.21	35,567.38
Other Income					
8000 · Fundraising/Special Gifts	0.00	0.00	0.00	0.00	0.00
Additional Trinity Fundsor PLS Funds for School Deficit	69,909.96	0.00	100,823.61		
Total Other Income & (Expense)	69,909.96	0.00	100,823.61	0.00	0.00
Net Income with estimated alternate sources	0.00	6,142.95	(1,001.00)	55,338.21	35,567.38

TRINITY LUTHERAN CHURCH AND SCHOOL AND TELC

Profit Loss Preliminary Budget

July 2025 to June. 2026

	Preliminary Budget 2025/2026 Jul '25 - Jun 25	Projected Actual 2024/2025 Jul '24 - Jun 25	Actual 2023/2024 July 23 to June 24	Actual 2022/2023 July 22 to June 23	Actual 2021/2022 Jul '21 - Jun 22
TELC					
Income					
470000 · Program Income	1,632,000.00	1,526,636.71	1,354,504.84	973,959.58	1,038,701.49
Total Income	<u>1,632,000.00</u>	<u>1,526,636.71</u>	<u>1,354,504.84</u>	<u>973,959.58</u>	<u>1,038,701.49</u>
Expense					
500000 · Payroll Expenses	1,366,982.00	1,178,065.23	1,140,707.76	914,804.72	813,459.14
550000 · Utility Expenses	42,350.00	41,693.16	33,418.40	34,494.09	29,469.12
56000 · Facilities and Equipment	79,798.00	46,127.06	36,709.45	34,765.30	26,013.86
570000 · Administrative	142,714.00	132,195.30	115,243.93	121,190.90	110,521.32
Total Expense	<u>1,631,844.00</u>	<u>1,398,080.75</u>	<u>1,326,079.54</u>	<u>1,105,255.01</u>	<u>979,463.44</u>
Net Ordinary Income	<u>156.00</u>	<u>128,555.96</u>	<u>28,425.30</u>	<u>(131,295.43)</u>	<u>59,238.05</u>
Net Income	<u>156.00</u>	<u>128,555.96</u>	<u>28,425.30</u>	<u>(131,295.43)</u>	<u>59,238.05</u>
Other Income & Expenses					
Grant Income Misc.	0.00	0.00	0.00	0.00	0.00
Stabilization Grant effective 11/1/2021	0.00	1,000.00	0.00	134,249.94	17,219.00
Less Grant Expenses	0.00	(1,000.00)	0.00	(133,249.94)	0
PPP Loan Qualifying Forgiveness	0.00	0.00	0.00	0.00	40,000.00
Total Other Income	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,000.00</u>	<u>57,219.00</u>
Net Income (Loss)	<u>156.00</u>	<u>128,555.96</u>	<u>28,425.30</u>	<u>(130,295.43)</u>	<u>116,457.05</u>
COMBINED TOTALS TLC&S & TELC	<u>156.00</u>	<u>128,555.96</u>	<u>28,425.30</u>	<u>(124,152.48)</u>	<u>115,456.05</u>