

**RICHLAND LUTHERAN CHURCH  
CONGREGATION COUNCIL MINUTES  
November 14, 2023**

**MEMBERS PRESENT:** Pastor Steve Ernst, Sandy Steele, Kristen Imhoff, Jeanne Dillner, Brandon Wheeler, Glenn Edgemon, Vicki Glasford, Jim Lachut, Patti Miller

**MEMBERS ABSENT:** Fred Ball

**VISITORS PRESENT:** Rick Budzeck, Jen Ranta

**OPENING**

1. Devotion/Prayer – Kristen Imhoff
2. Communications/Visitor Comments

**REPORTS**

1. President's Report – Sandy Steele reported:
  - a. A great job to all involved with a very successful Annual Congregational Meeting on October 29<sup>th</sup>!
  - b. Preview Articles may now be sent to Merri moving forward
2. Lead Pastor Report – Pastor Steve reported:
  - a. Merri is doing well in learning the role she is in
  - b. The staff will be helping promote and gathering responses on the 2024 Ministry Plan
  - c. He will be writing an article to discuss practical and specific steps to help us make the budget increase. This will be shared in the Preview.
3. Financial Report – Jeanne Dillner reported:
  - a. We are 83% through the year, having received 78% of our budget with our expenses at 95%
  - b. We are still in a comfortable place with nothing to really worry about

**CONSENT AGENDA** (Proposed for approval without discussion): A motion was made by Brandon and seconded by Glenn. The motion carried.

1. Approve Regular Council Meeting Minutes – October 10, 2023
2. Approve Combined Worship Service Sunday, December 24, 2023 – 4<sup>th</sup> Sunday in Advent

**OLD BUSINESS**

1. Church Safety and Security Ministry Update
  - a. Glenn shared that the team is doing well, and has started a role of Safety Host, with Bob Parr being a great help.
  - b. Council & MALTs will be evaluating the implementation of the policy right now and will share that information with the team
2. Discuss/Approve Good News Today Media Task Force Recommendation
  - a. Council discussed the recommendations from this task force
  - b. Council will continue discussion of this next month
3. Identify RLC Facilities Fundraising Team Members
  - a. A motion was made by Glenn and seconded by Jeanne to approve Rich Olson, Dave Curran, and Lisa Frislie as members. The motion carried.
  - b. Council will continue this discussion next month

## **NEW BUSINESS**

1. Approve 4<sup>th</sup> Quarter benevolences as follows: Grace Clinic \$1,000; Union Gospel Mission (general fund) \$2,500; You Medical \$1,000; Chaplaincy Health Care \$1,000; Samaritan's Purse (Penley's fund) \$4,000; SIGN Fracture Care \$1,000; Liberty Christian School \$1,000; My Friends Place \$1,000; Safe Harbor Support Center \$1,000; Flourish Mid-Columbia \$2,000; Hope Medical \$1,000; Grace Kitchen \$809.20
  - a. A motion was made by Kristen and seconded by Jeanne to approve this as recommended. The motion carried.
2. Approve 2023 undesignated ministries benevolence as follows: Tri-City Gospel Mission (Women's and Children's Fund) \$2,000
  - a. A motion was made by Vicki and seconded by Kristen to approve this as recommended. The motion carried.
3. Review/Revise Christian Education Scholarship Policy
  - a. A motion was made by Jim and seconded by Vicki to approve revisions as recommended.
4. Identify new committee members for:
  - a. Audit Committee (3-yr term)
    - i. This item was tabled until next month
  - b. Shalom Ecumenical Center Board (3-yr term)
    - i. This item was tabled until next month
  - c. Christian Education Scholarship Committee (3-yr term)
    - i. This item was tabled until next month
5. Identify Nominees for RLC's Foundation Board (3-yr term)
  - a. This item was tabled until next month

## **EXECUTIVE SESSION**

1. Christian Education Scholarship Committee Recommendation for 2024: Award two scholarships at \$8,000 total (\$64,000 scholarship fund / \$22,000 available for distribution)
  - a. A motion was made by Jim and seconded by Kristen to award two scholarships at \$6,000 total. The motion carried.

## **ADJOURN – Lord's Prayer**

This meeting was adjourned with the Lord's Prayer at approximately 9:00 PM

Meeting minutes respectfully submitted by Council Secretary, Brandon Wheeler

## **INFORMATION ITEMS**

1. Devotions – Vicki Glasford December 12
2. Preview Article due to Merri – Kristen Imhoff November 15; Vicki Glasford December 15
3. November MALT Meetings: Worship November 30 @ 11:30a; Spiritual Growth November 28 @ 3:00p; Christian Services November 21 @ 6:00p; Biblical Stewardship November 27 @ 5:30p (**NOTE:** Or as scheduled by MALT)
4. Council/Staff Workshop – January 27, 2024 @ 8:30 a.m. to 2:00 p.m.
5. Council Commissioning – January 28, 2023 @ all worship services

**RICHLAND LUTHERAN CHURCH**  
**Income Statement Budget vs. Actual**  
October - 83%

	Total			
	October	YTD	Budget	% of Budget
<b>Income</b>				
41000 Tithes/Offerings	55,697.29	635,368.42	873,330.00	73%
41100 Choice Dollars Contributions		1,694.29		
41200 Checking/Savings Interest	-	-		
42100 Free Will Contributions	239.00	1,644.41		
43100 Payments/Fees	1,165.00	2,948.52		
44000 Des Contrib (Budget Items)	280.00	5,961.67		
47500 Restricted Gifts	5,392.10	36,562.05		
<b>Total Income</b>	<b>\$62,773.39</b>	<b>\$684,179.36</b>	<b>\$873,330.00</b>	<b>78%</b>
<b>Gross Profit</b>	<b>\$62,773.39</b>	<b>\$684,179.36</b>	<b>\$873,330.00</b>	<b>78%</b>
<b>Expenses</b>				
51000 BENEVOLENCE	-	58,254.90	86,546.00	67%
51500 Restricted Gifts Expense	48,869.88	149,139.89		
52000 CHRISTIAN SERVICE	797.47	14,689.58	14,500.00	101%
53000 WORSHIP	335.80	8,673.80	13,250.00	65%
55000 SPIRITUAL GROWTH	405.44	6,878.24	17,480.00	39%
56000 BIBLICAL STEWARDSHIP	30,931.59	181,667.51	217,410.00	84%
56100 Property	27,478.33	125,211.59	162,100.00	77%
56200 Stewardship	-	507.61	500.00	102%
56300 Operations	548.24	15,641.27	18,710.00	84%
56400 Safety	850.00	4,760.25	7,100.00	67%
56700 Technology/GNMM	2,055.02	35,546.79	29,000.00	123%
57000 COUNCIL	45.65	2,393.66	2,000.00	120%
59000 PAYROLL	40,669.23	408,027.79	522,144.00	78%
Unapplied Cash Bill Pmt Expenditure	-	-		
<b>Total Expenses</b>	<b>122,055.06</b>	<b>829,725.37</b>	<b>873,330.00</b>	<b>95%</b>
<b>Net Operating Income</b>	<b>(\$59,281.67)</b>	<b>(\$145,546.01)</b>	<b>\$0.00</b>	
<b>Other Income</b>	(24,269.04)	25,602.80		
<b>Other Expenses</b>	3,550.58	14,542.36	0.00	
<b>Net Other Income</b>	<b>(\$27,819.62)</b>	<b>\$11,060.44</b>	<b>\$0.00</b>	
<b>Net Income</b>	<b>(\$87,101.29)</b>	<b>(\$134,485.57)</b>	<b>\$0.00</b>	

Friday, November 3, 2023 - Cash Basis

Notes:

1. Acct #5200 Christian Service looks over budget due to weekend lunches, however, donations received for this fund offset the expense. Such donations are recorded in Acct #4400 Des Contrib (Budget Items).
2. Acct #56700 Tech/GNMM includes \$15,250 for internet/phone upgrade. Per Council approval, monies were transferred from savings, utilizing the funds saved due to PPP distribution. This transfer is NOT reflected on the Income Statement, but rather on the Balance Sheet.
3. Acct #5700 Council includes \$1,134 for staff search.

**RICHLAND LUTHERAN CHURCH**  
**Balance Sheet**  
As of October 31, 2023

	As of October 31, 2023
<b>ASSETS</b>	
<b>Current Assets</b>	
Bank Accounts/Cash	270,292.94
Investments	778,593.78
<b>Total Current Assets</b>	<b>\$ 1,048,886.72</b>
<b>Fixed Assets</b>	<b>4,692,059.10</b>
<b>TOTAL ASSETS</b>	<b>\$ 5,740,945.82</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Liabilities</b>	<b>10,556.74</b>
<b>Equity</b>	
30000 Opening Balance Equity	4,991,399.95
31000 Perm. Restricted Net Assets	68,160.92
<b>32000 Funds with Restrictions</b>	
32010 Reserve Accounts	435,355.04
32070 Eternal Flame	0.00
32075 Capital Fund - Cornerstone	175,029.16
32100 Memorials	14,704.82
32200 Christian Service Equity	81,141.55
32300 Worship Ministry Equity	3,912.51
32500 Spiritual Transformation Equity	76,094.68
32600 Biblical Stewardship Equity	114,435.82
<b>Total 32000 Funds with Restrictions</b>	<b>\$ 900,673.58</b>
34000 Unrestricted Net Assets	-95,359.80
Net Income	-134,485.57
<b>Total Equity</b>	<b>\$ 5,730,389.08</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 5,740,945.82</b>

Monday, November 6, 2023 - Cash Basis