

**LITTLE HOME CHURCH BY THE WAYSIDE (LHC)**  
**“JANUAL” CONGREGATIONAL MEETING**  
**January 28, 2017**

Moderator Kathleen Sullivan Kaska called the “Janual” Congregational Meeting to order at - 11:14 a.m. There were 36 members in attendance today plus 11 proxy votes which is enough for a quorum.

Pastor Richard Malmberg opened with a prayer.

**Approval of the Minutes:** Gayle Zwemke moved to approve the minutes of the Janual 2016 congregational meeting, seconded by Valeri Baldwin. After some clarification regarding new council positions, all were in favor. Minutes were approved.

**Moderators Remarks:**

Kathleen Sullivan Kaska opened her remarks with a request that a motion be made to reactivate Maggie Purser’s full membership at the Little Home Church. Anne Bouchard moved, seconded by Susi Winqvist. All were in favor. Motion approved.

Kathleen continued her remark as follows.

Personnel Relations Committee: The committee consisting of Kathy Haben, Alex Kentfield, Susi Winqvist and Kathleen worked to develop a new Human resource policy, pet policy, and staff job descriptions. The pastor’s goals were assessed in early January. Work performance reviews for the music director and office manager are to be done yet. The committee is in the process of hiring a new custodian. Kathleen asked that the office be open on Friday with the use of volunteers. Some members have volunteered.

Fundraising for Outreach: With the Plant Sale raising \$1800, the Rummage Sale raising \$6400, the Wayne Walk raising \$9277 and other events raising \$2065, the Outreach fundraising total for the year was \$19,542. The original goal was \$30,000. However, the amount raised this year exceeds previous recent efforts and was necessary to continue our support of our missions. Thank you to all who helped.

In the upcoming year, a Spring Outreach Campaign is planned to continue our fundraising efforts to support our Outreach Ministry.

Also, an Evangelism Initiative will be instituted at each council meeting, where the council will focus on discussing new or potential members at each meeting. Also, an effort will be made to help congregation members become better acquainted with each other through displays, BTW, and small groups.

Re-visioning Initiative: The team, consisting of Kathy Haben, Susi and Jim Winqvist, Susannah Lesswing, Peg Schramuk, Karen Kaluzsa, Kathleen & Bob Kaska, reconvened in December with the new pastor. From the New Beginnings Process, the church’s new focus and identity will be a’ Church Focused on Community and Mission.’ This mission along with further plans will be rolled out over in the spring to the congregation. The committee will also be appointing a task force to develop a sound financial plan to keep our church sound and stable.

Restoration of LHC Property: Kathleen thanked Anne Bouchard for her leadership in this project. The preparation and execution of maintenance and restoration work are being done by professional services which are being funded by donations and not by the budget. Kathleen then turned the meeting over to Anne to review the Restoration plans.

**Restoration update:** Anne Bouchard has been spearheading the effort with the assistance of Rik Alex, Andrea Ferguson with the professional help of Schramm Builders and Lisa Sharp architects. Anne's focus has been to repair and restore the church for its 150<sup>th</sup> anniversary in 2021. A survey had been done with the congregation to determine the congregation's ideas. Some of the ideas include bringing the bathrooms to ADA approval so that the facilities are more accessible to all.

A meeting to review and to get additional input from the congregation is planned for the upcoming spring. With the exception of the roof, which needed immediate attention, further repairs will be presented to the congregation prior to work being done.

As facilities chair, Anne reminded the congregation that the committee is seeking a new part time custodian.

### **Treasurer's Report.**

Art Zwemke reviewed the following 2016 Year end Treasurer's Report and presented the 2017 budget. The proposed 2017 Operating Budget will have an income balance of \$246,000 with an expense balance of \$260,725, resulting in a deficit balance of (\$14,725). The complete budget (which includes the Exhibits mentioned in the report below) can be obtained from the office.

### ***2016 Treasurer's Report***

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#### ***Financial Position***

*Our Balance Sheet as of December 31, 2016, per **Exhibit 1** shows \$214,073 of Cash and Equivalents, less \$1,484 in Accounts Payable resulting in a Net Total Fund Balance of \$212,618.*

*The Fund activity Report per **Exhibit 2** lists a total of 20 separate funds and recaps their activity in 2016. We added the Historic Preservation Fund in anticipation of our Sesquicentennial in 2021 and the Sabbatical Fund for our new Pastor Malmberg. The Renovation and Pain Fund were substantially depleted from the \$25,240 roof repairs. My bookkeeping error in our favor regarding the Petersen and Dixon Home Net Proceeds fund of \$26,657 was corrected.*

#### ***Operating Budget***

*Per **Exhibit 3**, column 1, for 2015, we experienced an Operating Fund Deficit of (\$21,520) after receiving \$30,850 in a Challenge Match. For 2016 per columns 2-4, we forecasted an Operating fund Deficit of (\$16,350) per column 2 and ended the year with an Operating Fund Deficit of (\$21,041) per column 3 resulting in an unfavorable variance of (\$4,691) per column 4. It could*

*have been a (\$32,986) deficit were it not for \$11,945 in Investment Income in 2016 that is not a budgeted item.*

*Columns 5-9 address the 2017 Operating Fund Budget. Column 5 is the budget presented to the LHC Council that forecasted an Operating Fund Deficit of (\$42,725) due to a lower projected 2017 pledge tally and increased expenses for Personnel (Health insurance and Sabbatical Fund) along with Facilities and Worship and Spiritual Growth Ministries increases. As you might expect, there was much discussion that resulted in revision per column 6 to Income for a \$12,000 increase and Expenses for a \$16,000 reduction. These \$28,000 of Net Revision result in a (\$14,725) Operating fund Deficit for 2017 that was approved by the LHC Council. Columns 8 and 9 compare budgeted and Actual amounts between 2016 and 2017.*

*The bulk of the Operating Expenses Budget of \$260,725 relates to the Human Resource Budget that totals \$161,000 per Exhibit 4. There are 3.00% raises for the Music Director and the Office Manager.*

### ***Fund Transfer***

*In prior years, the Petersen & Dixon Home Net Proceeds Fund has been used to offset the annual Operating Fund Deficits. There is \$101,602 in this fund as of December 31, 2016, after the bookkeeping correction. If we offset the 2016 Operating Fund Deficit of (\$21,040) the remaining balance would be \$80,562.*

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The full report and budget can be obtained from the office.

Some discussion followed Art's review of his report. He explained how the church works on a "cash basis" accounting system which allows the unpaid pledged money from the prior year be used in the budgeting process of the following year. He also explained the new sabbatical account with put in place as part of Pastor Malmberg's hiring.

There was some discussion regarding the lower amount of pledged money. Bob Kaska reported that the number of pledges is down due to people moving away and passing on. He expressed a need for new members in 2017. Anne Bouchard added that, increased and improved programming attracts new members and should be supported in order to attract new members.

Gayle Zwemke moved to approve the 2017 Treasurer's report. Anne B. seconded the motion. All were in favor. Motion passed.

Gayle Zwemke moved to approve the transfer of \$21,040 from the Petersen & Dixon Home Net Proceeds Fund to the Operating Fund. Susi Winquist seconded the motion. All were in favor. Motion passed.

Bob Schless moved to approve the 2017 Operating Fund Budget. Carol Berger seconded the motion. All were in favor. Motion passed.

### **New Business**

Jim Winquist volunteered to be the part time custodian for the upcoming year. Everyone thanked his generosity.

### **Pastor's Closing Remarks and Prayer**

Pastor Richard Malmberg gave brief closing comments. He thanked Kathleen Kaska and Anne Bouchard for their hard work and dedication. He commented that the ladies are often at the church frequently throughout the week. He also thanked his staff; Larry and Lori, for their effort in making his transition to the Little Home church go well.

Pastor Richard gave a closing prayer.

### **Motion to Adjourn**

Valeri Baldwin made a motion to adjourn the meeting. It was seconded by Anne Bouchard. All approved. The meeting adjourned at 12:20 pm.

Faithfully Submitted,  
Kristen Thornton  
Church Clerk