

St. Peter Lutheran Church Council Agenda
March 11, 2024

6:00 P.M. - Zoom Meeting

Call to Order/Quorum/Opening Prayer

Approval of Agenda

Devotions: Kathy Fotheringham

Approval of Minutes:

1. February 12, 2024 Church Council Meeting Minutes

Financial Reports:

1. Finance Committee Meeting Review
2. January 2024 Budget Activity Report
3. January 2024 Fund Balance Report

Pastors Report

Old Business

1. Pete's Pantry Task Group
2. Where are they now?
3. Estate Gift Designation
4. Newsletter
5. Determine Fees for funerals
6. Update Constitution
7. Update on renovation of Ladies Restroom
8. Progress/funding for Parking Lot lights

New Business

1. Pastor Credit Card and addition to signatories for Bank Accounts
2. Review of expense reimbursement process
3. Discuss Rodent Control
4. Discuss Building Usage Agreement w/ City regarding using the church as a polling place

Committee Reports

1. Christian Life – did not meet
2. Finance/Stewardship - Minutes 3/10
3. Worship – did not meet
4. Property – did not meet
5. Outreach – Minutes 2/19

Adjourn Meeting/ Closing Prayer

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ST. PETER LUTHERAN CHURCH COUNCIL MEETING MINUTES
February 12, 2024

Members Present: Pastor Ed Ruble, Harold Brunns, Bill Duggan, Sue Eifler, Kathy Fotheringham, Gary Goodykoontz, Barb Heffner, Linn Kracht, Jan Ludwig, Dave Marquette, Glenn Noffsinger and Rebekah Seng.

Not Present: Nancy Wozniak.

Barb Heffner called the meeting to order at 6:00 p.m. which was held via Zoom. It was determined that a quorum was established.

Pastor Ruble led the opening prayer.

It should be noted that unless otherwise indicated, Pastor Ruble abstained from voting on matters.

Approval of the Agenda: It was moved by Bill Duggan, supported by Dave Marquette to approve the Agenda. Motion approved unanimously.

Devotions:

Sue Eifler provided the devotions from Pastor Ken Smith, a visitation pastor in the South-Central Synod of Wisconsin ELCA—Sharing Hope, Building Community.
Devotion for March—Kathy Fotheringham.

Approval of Minutes:

It was moved by Bill Duggan, supported by Harold Brunns to approve the January 8, 2024, Church Council Meeting Minutes. Motion approved unanimously.

Financial Reports (Subject to Audit):

It was motioned by Harold Brunns, supported by Bill Duggan to approve the January 2024 Budget Activity Report. Motion approved unanimously.

It was motioned by Linn Kracht, supported by Harold Brunns to approve the January 2024 Fund Balance Report. Pastor Ed said finance was in approval of Gary's recommendation to roll the CD over. Motion approved unanimously.

Pastor Report:

Pastor Ed Ruble provided a report and oral supplements.

Pastor Ed thanked the volunteers and staff who supported and participated in the celebrations of life. He has been planning for Lent. Christian Life met about Thursday services with suppers. He has a vacation planned at the end of February. Easter Vigil will be at 6:30 at St. Peter with

Trinity. The Resurrection of our Lord on Easter Sunday service will be at 10:00 a.m. There will be a potluck brunch for Easter. Lenten Bible School will be held during three Sundays during Lent with the theme being On Earth As In Heaven— Growing Faith with the Lord's Prayer (how does the Lord's Prayer anchor our faith and put our faith in action?).

It was motioned by Linn Kracht, supported by Dave Marquette to accept the February 2024 Pastor's Report. Motion approved unanimously.

Old Business:

1. Pete's Pantry Task Group Update. Linn Kracht said we approved the agreement. We will get together with the people who are most involved to make sure that we are doing the things we are supposed to be doing according to the agreement. There was a successful training session, but it will be a work in progress to have the others trained. Linn reported we are about 75% trained. Pastor said he thinks we are compliant with the training requirements so long as our spirit is getting everyone trained. Pete's Pantry purchased another refrigerator as their refrigeration needs grow.
2. Where are they now? Pastor said in counting members for the annual report he does not come to 170 so there is still work to do to account for members. He is organizing the list. His goal is that when we report 170 members, we have corresponding 170 names. Tabled for now.
3. Determine Fee for Funerals. Bill Duggan wondered how much it costs to hold a funeral and whether it is a nominal amount. He would not want to turn others away if they could not afford it. Pastor Ruble does not think that would actually happen. Dave Marquette said that the actual costs are not that great. The utility usage is only for a couple of hours. There is also a cost for the janitorial and secretarial usage. Dave said most churches do charge something and that our fees are out of date. Tabled until next month.
4. Newsletter. Barb Heffner said that Barb Marquette has indicated that she has time to do the newsletter, but the frequency of the publication should be determined. Kathy Fotheringham said that other congregations have included the attendance as members are interested in that information. She thought that it would not hurt to repeat information that is published elsewhere and include information that people want to see. We will post the minutes from Council meetings on the bulletin board next to the men's bathroom.
5. Update Constitution/By-Laws. Several suggestions were made. Pastor Ruble recommended that the Task Force have an initial meeting. Tabled until after Easter.

New Business:

1. Approve funding plan for Renovation of the Ladies' Restroom. It was motioned by Kathy Fotheringham, supported by Bill Dugan to accept the Finance Committee's recommendation to approve the funding plan that \$2,500 come from the Memorial Fund and the remainder come from the Building Fund. Prior to the Annual Meeting, Barb will reach out to the Memorial Committee to confirm that they are in agreement. Dave Marquette said the teardown is scheduled to begin Sunday, February 25th and put together the following Sunday. Motion approved unanimously.

2. Approve funding plan for Lighting in the Parking Lot. It was motioned by Harold Bruns, supported by Dave Marquette to approve the funding plan for the project for lighting in the parking lot. Discussion was held. Dave Marquette said that the back parking lot is pitch dark at night. One of the lights in the back parking lot is out. Dave said there are two concerns—safety and break-ins. We have had people living in the back church property. We have also had a break-in. Also, safety for slipping on any ice as well as safety for a mugging or attack. Dave said we can improve what we have now, but it won't reach the same level as adding additional parking lot lights. The light that is out covers the entrance. Linn thinks something could be done with the lighting that is already there. We could add more lighting to the building and on the existing pole. To address the safety issue, we could have the snow plower put down salt. Dave said that changing the existing light from single head to double head was already part of the project. People were living in their cars there at night. Harold thinks that the lighting is an added security because it can be a deterrent. The Lighting in the Parking Lot project is estimated to cost around \$20,000. The Finance Committee is in agreement and is recommending to Church Council that we hold a Congregational Campaign that is matched by a portion of the spendable funds from Endowment Fund I. John Christ will hold a meeting with the Endowment Committee to gain their approval prior to the Annual Meeting on February 18, 2024. Dave Marquette said even if we approve, we need congregational approval for the project. He would certainly express Linn's concerns to the congregation as well as using Linn's ideas to reduce the cost. Glenn Noffsinger says it would be good to get feedback from the congregation and see what they would like. We need to know if that is what the congregation wants. Value engineering—we can always spend less. Dollar for dollar match. If we needed less money, we could spend less money. Dave Marquette said the best way to go about it is to bring it to the congregation. The Motion was approved with ten votes for and one vote against.
3. Estate Gift Designation. St. Peter received an estate gift of \$12,000, but it was not received until February. It was from an undesignated gift, but it is not a true undesignated gift. It falls in a gray area. The Finance Committee is leaning towards putting it in Endowment fund II. Council should discern what to do with the gift. Tabled.
4. Designation of the offering for midweek services and dinners during Lent. It was motioned by Dave Marquette, supported by Bill Duggan to designate the offering for midweek services and dinners during Lent to split the money equally between Pete's Pantry and Trinity's FED—meal and spiritual enrichment for members of the Women's Co-op. Motion passed unanimously.
5. Other.

Committee Reports:

Christian Life – met 1/21/24.

Finance/Stewardship – met 2/11/24.

Outreach –did not meet.

Property –2/4/24. Electronic signs: Adams Remco gave quotes for two different resolutions of

signs—low—looks blocky \$30,000 and high—looks smoother \$35,000. Made in America. Strictly text, then the lower resolution would work fine. Higher resolution would be much better for graphics. Modular. Easy to repair. Our current sign is falling apart. This will be discussed more in committee. What is the expectancy of our current sign. Dave says it is a daytime sign only.

Worship and Music – met 1/4/24.

It was moved by Dave Marquette, supported by Bill Duggan to accept the Committee Reports. Motion approved unanimously.

It was moved by Dave Marquette, supported by Bill Duggan to adjourn the meeting. Motion approved unanimously. The meeting was adjourned at 7:25 p.m. and closed with the Lord's Prayer.

The next meeting will be on March 11, 2024, as a Zoom meeting at 6:00 p.m. Bill Duggan will chair the meeting.

Respectfully Submitted by Church Council Member,
Sue Eifler

St. Peter Lutheran Church Budget Activity Report

February 2024

INCOME	Month	Year to Date		
	Actual	Actual	Budget	Actual - Bdgt
Envelopes	14,749.00	25,453.00	29,166.67	(3,713.67)
Loose	41.30	92.30	200.00	(107.70)
Other Special Services	371.00	371.00	50.00	321.00
Flowers	191.75	330.70	260.00	70.70
Initial	10.00	180.00	16.67	163.33
Thrivent Choice Giving	69.00	69.00	83.33	(14.33)
Misc. Income	0.00	0.00	0.00	0.00
TOTAL INCOME	15,432.05	26,496.00	29,776.67	(3,280.67)

Expenses	Month	Year		
	Actual	Total Spent	Budget	Remaining
Christian Life				
Adult Bible Studies	0.00	0.00	200.00	200.00
Confirmation	0.00	0.00	200.00	200.00
Sunday Church School	0.00	0.00	200.00	200.00
Vacation Church School	0.00	0.00	0.00	0.00
Youth Events Ministry	0.00	0.00	0.00	0.00
Congregational Life Committee	0.00	0.00	750.00	750.00
TOTAL Christian Education	0.00	0.00	1,350.00	1,350.00
Outreach				
Local Benevolence	0.00	0.00	1,200.00	1,200.00
Outreach Committee	0.00	0.00	300.00	300.00
Boy Scout Troop	0.00	0.00	1,500.00	1,500.00
TOTAL Outreach	0.00	0.00	3,000.00	3,000.00
Church Council				
Synod Benevolence	2,215.70	2,215.70	17,500.00	15,284.30
Advertising	0.00	0.00	250.00	250.00
Synod Assembly	0.00	0.00	0.00	0.00
Retreat	0.00	0.00	400.00	400.00
Mutual Ministry	0.00	0.00	100.00	100.00
TOTAL Church Council	2,215.70	2,215.70	18,250.00	16,034.30
Stewardship & Finance				
Stewardship	0.00	0.00	100.00	100.00
Envelopes	0.00	0.00	200.00	200.00
Online Giving Expense	38.95	84.92	750.00	665.08
Bank Fees	0.00	0.00	350.00	350.00
TOT Stewardship & Finance	38.95	84.92	1,400.00	1,315.08

**St. Peter Lutheran Church
Budget Activity Report**

February 2024

Expenses	Month	Year		
	Actual	Total Spent	Budget	Remaining
Office Support				
Payroll Expenses	70.00	140.00	1,200.00	1,060.00
Computer & Office Supplies	187.87	187.87	1,200.00	1,012.13
Equipment Maintenance	96.24	208.01	1,200.00	991.99
Postage	21.10	87.10	300.00	212.90
Telephone	134.77	269.55	1,548.00	1,278.45
Technology	0.00	0.00	900.00	900.00
Subscriptions	250.93	447.86	4,000.00	3,552.14
TOTAL Office Support	760.91	1,340.39	10,348.00	9,007.61
Property				
Church Grounds	926.42	1,257.02	5,700.00	4,442.98
Insurance - Building & Liability	0.00	0.00	5,500.00	5,500.00
Maintenance & Supplies	20.01	51.80	4,700.00	4,648.20
Utilities	1,179.75	2,215.69	13,200.00	10,984.31
TOTAL Property	2,126.18	3,524.51	29,100.00	25,575.49
Worship & Music				
Flowers	225.00	285.00	1,560.00	1,275.00
Music Supplies	105.41	105.41	250.00	144.59
Worship Supplies	0.00	19.47	1,200.00	1,180.53
Organ-Piano Maintenance	120.00	336.00	1,000.00	664.00
Sound System Maintenance	0.00	0.00	200.00	200.00
Pulpit Supply	0.00	0.00	1,100.00	1,100.00
TOTAL Worship & Music	450.41	745.88	5,310.00	4,564.12
Payroll				
Pastor				
Salary	2,848.52	5,697.04	34,201.00	28,503.96
Housing Allowance	2,000.00	4,000.00	24,000.00	20,000.00
FICA Allowance	371.00	742.00	4,452.00	3,710.00
Pension	522.11	1,044.22	6,265.00	5,220.78
Insurance	2,682.22	5,364.44	32,187.00	26,822.56
Phone Allowance	100.00	200.00	1,200.00	1,000.00
Continuing Education	0.00	0.00	1,000.00	1,000.00
First Call Theological Ed.	0.00	0.00	0.00	0.00
Expense Account	16.80	16.80	200.00	183.20
Meetings & Publications	0.00	0.00	200.00	200.00
Travel	100.00	200.00	1,200.00	1,000.00
TOTAL Pastor	8,640.65	17,264.50	104,905.00	87,640.50

**St. Peter Lutheran Church
Budget Activity Report**

February 2024

Expenses	Month	Year		
	Actual	Total Spent	Budget	Remaining
Secretary				
TOTAL Secretary	0.00	0.00	0.00	0.00
Director of Music				
Salary	1,024.56	2,045.92	12,296.00	10,250.08
FICA	78.38	155.99	941.00	785.01
TOTAL Choir Director	1,102.94	2,201.91	13,237.00	11,035.09
Musicians				
Salary	1,225.00	1,750.00	7,700.00	5,950.00
FICA	0.00	0.00	589.00	589.00
TOTAL Musicians	1,225.00	1,750.00	8,289.00	6,539.00
Custodian				
Total Custodian	0.00	0.00	0.00	0.00
TOTAL Payroll	10,968.59	21,216.41	126,431.00	105,214.59
TOTAL OPERATING EXPENSES	16,560.74	29,127.81	195,189.00	166,061.19
OPERATING INCOME – EXPENSES	(1,128.69)	(2,631.81)		



St Peter Lutheran Church Fund Balance Report

Funds	Checking Account				Savings Account				Mission Investment Accounts				Fund Balance	
	Beginning Balance	Deposit	Transfer	Withdrawal	End Balance	Beginning Balance	Deposit	Transfer	End Balance	Beginning Balance	Deposit	Transfer		End Balance
Building Fund	-	-	399.71	(399.71)	-	7,195.17	-	(399.71)	6,795.46	-	-	-	-	6,795.46
Capital Improvement	25.00	-	(25.00)	-	-	1.00	25.00	25.00	51.00	-	-	-	-	51.00
Building Usage	(1,553.86)	-	1,811.80	(257.94)	-	16,183.92	1,570.00	(1,811.80)	15,942.12	-	-	-	-	15,942.12
Memorials	-	-	-	-	-	2,452.94	-	(79.11)	2,452.94	-	-	-	-	2,452.94
Opportunity Fund †	(15.45)	63.00	79.11	(126.66)	-	1,308.71	-	(140.00)	4,086.30	5,306.21	-	5.15	-	5,311.36
Miscellaneous Projects	(100.00)	-	140.00	(147.00)	(107.00)	4,226.30	-	(129.72)	521.57	-	-	-	-	3,979.30
Karros	(129.72)	-	129.72	-	-	651.29	-	-	57.88	-	-	-	-	521.57
Outreach	-	-	-	-	-	57.88	-	-	57.88	-	-	-	-	57.88
Soup Kitchen	-	-	-	-	-	3,020.84	-	(57.45)	2,963.39	-	-	-	-	3,113.39
Holiday Baskets	490.35	535.00	57.45	(932.80)	150.00	441.19	-	590.00	1,031.19	-	-	-	-	1,031.19
Pete's Pantry	500.00	90.00	(590.00)	-	-	1,100.00	-	(107.39)	992.61	-	-	-	-	992.61
Pete's Pantry Admin	-	-	107.39	(107.39)	-	213.62	-	-	213.62	-	-	-	-	213.62
Quilters	-	-	-	-	-	801.09	-	-	801.09	1,612.57	0.51	-	-	2,414.17
SPEK	-	-	-	-	-	1,025.00	-	-	1,025.00	-	-	-	-	1,025.00
Youth	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Seminarian Fund	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Salary Support Fund †	-	-	-	-	-	-	-	-	-	19,723.08	-	2.29	-	19,725.37
Grants	220.58	-	-	-	220.58	-	-	-	-	-	-	-	-	220.58
Carryover †	(790.12)	-	-	-	(790.12)	12,926.00	-	-	12,926.00	2,582.81	-	5.68	-	2,588.49
Cash Flow Loan	-	-	-	-	-	167.56	-	-	172.58	-	13.12	(13.12)	-	172.58
Unbudgeted Activity	-	-	-	-	-	-	5.02	-	-	-	-	-	-	-
Budgeted Activity	(1,503.12)	15,432.05	(383.82)	(16,176.92)	(2,631.81)	-	-	-	-	-	-	-	-	(2,631.81)
Pass Thru Gifts	4,678.00	-	-	(90.00)	4,588.00	-	-	-	-	-	-	-	-	4,588.00
Payroll Withholding	391.29	-	383.82	(302.52)	472.59	-	-	-	-	-	-	-	-	472.59
Undesignated Gifts	2,007.00	3,026.60	-	-	5,033.60	12,000.00	-	-	12,000.00	-	-	-	-	17,033.60
Total Restricted Funds	(563.10)	688.00	2,110.18	(1,971.50)	263.58	38,678.95	1,595.00	(2,110.18)	38,163.77	26,641.86	0.51	7.44	-	65,077.16
General Fund	(2,293.24)	15,432.05	(383.82)	(16,176.92)	(3,421.93)	13,093.56	5.02	-	13,098.58	2,582.81	13.12	(7.44)	-	12,265.14
Total Liability	7,076.29	3,026.60	383.82	(392.52)	10,094.19	-	12,000.00	-	12,000.00	-	-	-	-	22,094.19
Invested Funds	-	-	-	-	-	-	-	-	-	60,999.52	341.07	-	-	61,340.59
Total Assets	4,219.95	19,146.65	2,110.18	(18,540.94)	6,935.84	51,772.51	13,600.02	(2,110.18)	63,262.35	90,224.19	354.70	(0.00)	-	160,777.08

Notes: † The Fund Balance for these accounts does not include the portion in Invested Funds (split 1/3 to each)
 • The interest for this month's Invested Funds include corrections for last month's



March 2024 Council Report

February highlights:

- Songs with St. Peter continued on the 1st and 3rd Wednesdays of Feb. This service has been an incredibly rewarding experience for all involved.
- Annual meeting of the congregation on Sunday 2/18
- Lent began on Wednesday 2/14
- Participated in an ecumenical Ash Wednesday service at First UMC
- Thursday evenings suppers followed by Holden evening prayer began on 2/22
- Took a few days off to head up north for some skiing with my family
- Pr Cheri covered Sunday 2/25 while I was on vacation

Visits: Joan Galli; Don and Mary Coss

Worship & Music:

- I was not able to participate in the Scout Sunday service at Chapel Hill UMC due to my back injury. Thanks to Bill Duggan for filling in and preaching in my place at St. Peter.
- We held 2 Songs with St. Peter services on the 1st and 3rd Wednesday of February. All of these services have been well attended and very engaging. I'm excited that some St. Peter members are finding the time to attend each week.
- Lent is underway here at St. Peter. The calendar is full of worship opportunities:
 - The theme for Lent is "On Earth As In Heaven" - focused on the Lord's Prayer
 - Thursday evening suppers and Holden Evening Prayer (w/ Holy Communion) continue through 3/14 – Pr. Kjersten is participating and Trinity has been invited.
 - St. Peter is invited to attend "Fed" at Trinity on Thursday 3/21 (5:30pm start)
 - Lenten Bible School begins on Sunday 3/3 and continues thru 3/17 (3 weeks)
 - Three Days Feast (in cooperation with TLC, BC)
 - Maundy Thursday: 6:30pm at Trinity (dinner will be served as part of the service)
 - Good Friday: 12:00 - Ecumenical service at First Congregational Church (downtown); 2:00pm – Meditative Music at St. Peter
7:00pm – Worship at St. Peter
 - Easter Vigil: 6:30pm at St. Peter
 - Resurrection of our Lord on Sunday 3/31, followed by brunch
 - The church office will be closed on Monday 4/1

Misc:

- Vacation remaining for 2024: 22 of 26 days (including 4 Sunday).
- Vacation planned for 4/16 – 4/21; Pr Cheri to supply on Sunday 4/21

Looking ahead:

- Holy week and Easter will be upon us before we know it
- Completion of my Rostered Minister Report and the Congregational Report
- Care for Creation Sunday on 4/21/24
- New Member Welcome as part of Pentecost Sunday celebration 5/19/24



From: stpeter_bc@att.net
Subject: Credit Card for Pastor
Date: February 27, 2024 at 9:25 AM
To: pastor@saintpeterbc.org, ggoodykoontz@mac.com, bheffner1946@gmail.com



I called Omni to check on what we need to get Pastor a credit card. Below is what I found out.

Because Pastor is not currently on our account, he would need to apply for new cards and provide the names who would be on the account and a credit card limit for each.

This action would need to be approved by council and recorded in the minutes.

We would also need to supply a copy of the by-laws showing who has authority to act on behalf of the church.

Barb



From: stpeter_bc@att.net
Subject: Council Agenda Item
Date: March 6, 2024 at 12:10 PM
To: pastor@saintpeterbc.org



I would help me a lot if anyone who has a receipt or receipts to turn in for reimbursement do the following:

1. Obtain a voucher from the office and fill it out completely. I can put some in a mailbox in the hall if that would be helpful.
2. Attach original receipts.
3. Obtain a signature for the voucher from a fellow council member prior to turning in the voucher/receipts, if possible. This will help with timely reimbursement.
4. Turn in receipts for reimbursement in a timely manner. Monthly would be great. This week and last week I had receipts turned for several months of purchases for the pantry, some dating back to 2023.
5. Line out on the receipt those items not being reimbursed. For example, some turn in sales tax for reimbursement and some don't turn in sales tax.
6. I do review the receipts and check all the math before writing the check, because I do find errors and want to be sure the voucher, receipts, and check match.
7. If there is ANYTHING I can do to make the process easier for you all, please let me know.

Thanks,
Barb



Facilities Use Agreement

This Agreement by and between the City of Battle Creek (“User”) and the «Polling Location» (“Owner”) will take effect upon being fully signed and continue until cancelled as provided herein.

Whereas, Owner owns and controls the premises, buildings, and improvements located at «AddressBlock» (“Premises”), and is an organization that is exempt from federal income tax as provided by 26 USC 501(c)(3); and

Whereas, User desires to use the Premises, and in the condition described, on the attached site and floor plans (“Facilities”) as a polling place for all local, state and federal elections; and

Whereas, Owner has agreed to allow User to use the Facilities as a polling place, provided that the following terms and conditions are met.

It Is Therefore Agreed By and Between the Parties:

1. User may use the Facilities on the Premises for an election polling place on all dates determined by the local, state or federal government to be an election day. User shall provide prior written notice to Owner of each Election Day when the Premises and Facilities will be used.
2. User may use the Facilities at no charge and with no security deposit. User will compensate Owner «\$\$\$00» in consideration of utility usage and organization staff time.
3. In addition to use at all times on an election day, including times before and after the polls are open, User may enter upon the Premises and Facilities the day before each election to set up the voting equipment and the day after each election to remove the voting equipment.
4. User shall not use the Premises for any unlawful purposes and will obey all laws, rules and regulations of all governmental authorities while using the Facilities.
5. User shall abide by any Owner rules or regulations for the use of the Premises that are attached to this agreement or subsequently agreed upon and added hereto.
6. User represents and warrants that through a self-insurance pool, it has and will maintain for the duration of this agreement, liability insurance for personal injury and property damage that may occur on the Premises and related to the exercise of User’s rights under this Agreement.
7. To the extent allowed by law and not covered by User’s insurance, User agrees to hold harmless, indemnify and defend the Owner, its agents, employees and representatives from any

and all liability for bodily injury or property damage which may result from any person using the Facilities or Premises for purposes allowed by this Agreement, unless such injury or damage is solely caused by the negligent or intentional acts or omissions of the Owner, or Owner's agents, employees or representatives.

8. User shall be responsible for preparing for use and returning to the pre-use condition all areas of the Facilities which the User will use, including entrances and exits.

9. This Agreement may be cancelled by written agreement of the parties or written notice by either party to the other, provided that any Owner cancellation notice must be at least 365 days before the next election date that it has received written notice of by User so as to allow enough time for User to establish a new polling location.

10. This document contains the entire agreement of the parties and supersedes all prior written or oral agreements relating to the subject matter.

Owner

Signature _____
 {Print Name}
 {Print Title}

Date _____

User

Signature _____
 Victoria L. Houser
 Battle Creek City Clerk

Date _____

User

Signature _____
 Rebecca Fleury
 Battle Creek City Manager

Date _____



TAKtical Wildlife & Rodent Solutions
2898 K Dr S
East Leroy, MI 49051
(269) 967-6840

JOB ESTIMATE

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PHONE 269-963-4170

DATE 2/28/24

TO: St. Peter Lutheran Church
1079 Riverside Dr
Battle Creek, MI 49015

JOB NAME/LOCATION Same

JOB DESCRIPTION: Full Service Rodent Mitigation

1 Time Set-Up Fee / Inspection / Traps, Bait Boxes
Set = \$ 495.00

12 Exterior Bait Stations "Loaded" @ 45.00
per station = \$ 540.00

Total Start-Up Cost = 1,035.00

Service Fee: Inspection, Station Re-Fill Trap
Check / Replacement every 2-3 months
\$ 195.00

If there needs to be adjustments made
between services there is no charge and
is covered under the set-up fee & service
fees.

THIS ESTIMATE IS FOR COMPLETING THE JOB DESCRIBED ABOVE.
IT IS BASED ON OUR EVALUATION AND THE COST DOES NOT INCLUDE
MATERIAL PRICE INCREASES OR ADDITIONAL LABOR AND MATERIAL
WHICH MAY BE REQUIRED SHOULD UNFORESEEN PROBLEMS OR

ESTIMATED
JOB COST

ESTIMATE
GOOD FOR 30 DAY DAYS

DAVE KINSEY JR.



**Finance Committee Meeting
Minutes**

March 10, 2024

In attendance; Harold Bruns, Gary Goodykoontz, Jan Ludwig, Bill Duggan, Glenn Noffsinger, Pastor Ed.

Harold called the meeting to order at 12:15 p.m.

The Budget Activity Report was reviewed with no comments.

The Fund Balance Report was reviewed with no comments.

There was a discussion of monies donated from estates that was undesignated. Those donations at present total \$12,000. The general consensus was that it be invested into the Endowment Fund.

Bill Duggan moved that the Finance Committee recommend to Church Council that the \$12,000 that has been gifted from estates be placed into the Endowment Fund. Jan Ludwig seconded the motion. After a brief discussion, Harold called for the vote and the motion was passed unanimously.

There was a discussion about issuing a credit card for Pastor Ed's use, which also includes being on the banks records as a signatory. Previous pastors have been issued credit cards and to get a credit card issued, the person needs to also be a signatory on the bank account.

Bill Duggan moved that the Finance Committee recommend to the Church Council that Pastor Ed be added to the Bank Account and issued a credit card. Glenn seconded the motion.

There was no further discussion and Harold called for the vote. The motion was approved unanimously.

Jan reported that \$260 has been donated for the Parking Lot Lighting Project and that property is working on the proposal.

With no other business, the meeting was adjourned at 12:35 p.m.



St. Peter Lutheran
Outreach Committee Minutes for
Mon. Feb. 19, 2024, at St. Peter

Attendees: Sue Towell, Linn Kracht, Jackie Luke, Susan Callahan, Joyce Jackson, Nancy Wozniak

Opening Prayer. Joyce recited the Lord's prayer and another short prayer. Nancy W. assigned for March. Jackie will do April.

Review/approval of minutes. Didn't have a Dec. 2023 or Jan. 2024 meeting.

Correspondence received.

1. Had received the ELCA World Hunger Lenten materials. Ordered Study guide and calendar for St. Peter members.

Jan. 2024 Budget & Special Fund Financial Report. Linn had sent it by email.

1. Special Fund Report. The following are the listed amounts in the Special Fund categories at the end of Jan. 2024; Outreach - \$521.57; Soup Kitchen - \$00; Holiday Baskets - \$57.88; Pete's Pantry - \$3,511.19; Pete Pantry Admin. - \$941.19
2. Had not spent anything from the regular budget line items.

C.C. Liaison Report. Linn K.

1. Discussion about fees for nonmember funerals/memorial service held at St. Peter
2. Talked about having a newsletter again.
3. Going to update Constitution/Bylaws.
4. Plan to present the two capital projects to the congregation at the Annual meeting on Sunday, Feb. 18, 2024. Two projects are remodeling women's restroom and parking lot lighting.

Old Business.

Pete's Pantry. Sue Towell

1. Monthly count for Dec. 2023 was 402 families and 1,259 people. The count for Jan. 2024 was 410 families and 1,284 people.
2. Blood drive will be Sat. Feb. 24, 2024
3. The pantry will be closed Tues. Feb. 27, 2024.
4. A new refrigerator was bought to help store the product received on Monday from the Food Bank. Donations covered the total cost of new fridge.
5. Considering a Pantry business card with pertinent info on it and volunteer t-shirts.

Lakeview Food Pantry at Falam Baptist Church.

1. No monthly count, but during St. Peter's Day there were 27 families and 90 people.
2. Next volunteer time was Monday, Feb. 19, 2024. Next time is Mon. March 11, 2024.
3. FFD was Wed. Feb. 14 from 1:30 - 3:30 p.m. FFD in March is the 13th.
4. Have a new room at Falam for receiving Kids pack items and assembling and packing.
5. Tom Wozniak applied and received a \$250 Thrivent team action grant for Pantry.

Charitable Union. Linn is still seeking to find a workable 2nd Saturday to volunteer.

Collection of Stamps. Nancy W.

1. Collection is going well.
2. When there is another box ready to be sent Nancy will have it available at church for members to see.

Kambly Living Center. Jackie L.

1. Jackie is still buying gift for resident birthdays.
2. Maybe use a Thrivent team action grant this year for Kambly.

New Business.

ELCA Easter Egg fund raiser

1. Joyce J. brought up the idea of raising money for World Hunger through the distribution and collection of Easter eggs. Members would be asked to take an egg or two and fill it with money.
2. This project would run during Lent, from Sunday, March 3rd to Sunday, March 24, 2024.
3. Linn thinks that we have some Easter eggs. Joyce also supplied some.

God's Work Our Hands.

1. Date is Sunday, Sept. 8, 2024.
2. Pastor Cheri J. volunteered to head up this day's activities.
3. One idea was to put together blessings bags that members could have in their car to hand to people.

St. Thomas laundry ministry.

1. St. Thomas started a laundry ministry (pays for a person to wash and dry their load of clothes) at Finish Line at corner of Territorial/20th streets.
2. Linn volunteered on a Tuesday. This occurs every Tuesday with it being in the morning (9 – noon) on one Tuesday and then in the evening (4-7 p.m.) on the next Tuesday.
3. Linn will put an announcement in the bulletin to check on interest from members of St. Peter

Share Center

1. It is mainly a drop-in center for homeless folks, but they also serve breakfast, lunch, and dinner meals now.
2. They would welcome volunteers, especially for the dinner mealtimes which are 5 – 6:30 p.m.
3. Linn will announce this opportunity to the members.

First United Methodist Wed. meal

1. This church offers a meal on Wednesday evenings.
2. Could we sponsor one of these meals?
3. Linn will get more details about possibly volunteering.

Trinity Lutheran/FED.

1. There is a meal being served once a month on a Thursday.
2. Volunteers would be welcomed.
3. Could we or Thrivent team action grant sponsor a couple of Thursdays.
4. Benefits the Women's Coop.

Thrivent grants

1. Keep trying to use Thrivent grants.

Member comments.

Closing. All committee members recited the Lord's Prayer together.

Next meeting date: Mon. March 18, 2024 at 4:30 p.m. at St. Peter.