

## ST.PETER LUTHERAN CHURCH COUNCIL AGENDA

April 8, 2024 6:00 p.m. via zoom

Call to Order/Quorum/Opening Prayer

Approval of Agenda

Devotion: Bill Duggan

Approval of Minutes:

1. Congregational Meeting Minutes, February 18, 2024
2. Church Council Meeting Minutes, March 11, 2024

Financial Reports:

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

Pastors Report

Old Business:

1. Pete's Pantry Task Group
2. Where are they now?
3. Update Constitution
4. Update renovation of ladies restroom
5. Progress/funding for parking lot lights
6. Pest Control Update

New Business:

1. Review of Lent & Holy Week
2. SPEK – Care for Creation Accountability Resolution (April 21)
3. Possibility of rescheduling Sunday Committee Meetings
4. Approval of Funding for Youth Gathering and Summer Camp
5. Office Administration Transition Discussion
6. Designation of Offering Collection for Easter Brunch (\$79)
7. Other

Committee Reports:

1. Christian Life
2. Finance/Stewardship – met 4/7/24
3. Outreach – met 3/18/24
4. Property – met 4/7/24
5. Worship & Music – met 4/4/24

Adjourn

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**ST. PETER LUTHERAN CHURCH**  
**Congregational Meeting Minutes**  
Sunday, February 18, 2024

Barb Heffner called the meeting to order at 11:04 am and established a quorum (need 21; had 38 in attendance).

Pastor Ed Ruble led the Litany and Prayer from our Annual Report.

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

Acceptance of the 2023 Annual Report:

Special Congregational Meeting Minutes—It was motioned by Barb Marquette, supported by Susan Renee to accept the Special Congregational Meeting Minutes of June 4, 2023, and of November 12, 2023. Motion approved unanimously.

President's Report—It was motioned by Joyce Jackson, supported by Barb Remaley to accept the President's Report. Motion approved unanimously.

Pastor's Report—It was motioned by Linda Seng, supported by Nancy Wozniak to accept the Pastor's Report. Motion approved unanimously.

Report from the Director of Music Ministry—It was motioned by Becky Noffsinger, supported by Rebekah Sent to accept the Report from the Director of Music Ministry. Motion approved unanimously.

Membership Report—It was motioned by Jan Ludwig, supported by Susan Renee to accept the Membership Report. Motion approved unanimously.

Committee Reports—It was motioned by Dave Marquette, supported by Harold Bruins to accept the Committee Reports.

Discussion: Linn Kracht thanked the congregation for all their outreach efforts.

Motion approved unanimously.

Endowment Fund Presentation: John Christ addressed the members regarding the Endowment Fund Committee Report stating that from the latest BCCF statements available, the 12/31/2023 Total Ending Fund Balance for the Church Fund (Master Fund/Fund I) was \$227,346. The available Accumulated Spendable Balance of the Church Fund is \$21,010 and is included in the \$227,346.

The 12/31/2023 Total Ending Fund Balance for the Church Support Fund (Fund II) was \$243,371.

It is the internal policy of St. Peter that Fund II may only be used when imminent circumstances are so dire, or such an emergency exists that the future of St. Peter is at stake.

Since the inception, donations to the two Funds have totaled \$351,367. Total Distributions have been \$172,054. No Endowment Funds funding was used in 2023.

Both Funds are managed by the Battle Creek Community Foundation. An annual allocation (each June) becomes available as "Spendable" from the Church Fund.

Unused portions of the Church Fund Accumulated Spendable will rollover to the next year and accumulate for future use. The Principal or Non-Spendable portion is NOT available for use from the Church Fund, only the Accumulated Spendable.

We've been able to finance many projects without additional fund raising of St. Peter Capital Improvements paid for by our Endowment Funds over the past 15 Years (totaling \$156,929):

- 2022 & 2021 (Fund 1)- \$62,000 for the new Church Roof
- 2020 (\$8,790 Fund I & \$4,210 Fund II)- \$13,000 for the Furnace & AC
- 2016 (Fund II)- \$35,000 for Paying-Off the Church Mortgage
- 2013 (Fund 1)- \$15,000 for the Church Parking Lot
- 2011 (\$4,000 Fund I & \$4,000 Fund 11)- \$8,000 for the Sanctuary Sound System
- 2009 (Fund II)- \$10,900 for Painting & Carpeting the Sanctuary
- 2008 (Fund I)- \$2, 1 IO for Boiler Repairs
- 2008 (\$7,031 Fund I & \$3,888 Fund II)- \$10,919 for the Office Copy Machine

Visions for the future of the funds include updating the bylaws so that Fund II could be used for things other than in a dire emergency. This would require congregational approval. Also to inform and provide tools to the congregation for ways that contributions can be made to the funds such as through donations, memorials, and estate planning.

John closed by saying that the St. Peter Endowment Funds will help shape a positive future for our congregation and community.

Nomination and election of Synod Assembly Voting Members (one male and one female) for the North/West Lower Michigan Assembly to be held by Zoom on May 11, 2024: Barb Heffner and Gary Goodykoontz were nominated and elected by unanimous vote.

Property Concerns Presentation: Dave Marquette presented the Property Committee concerns which included the following:

1. Remodel of the Women's Restroom—Retiling and painting.
2. Additional and Upgraded Lighting in the Back Parking Lot—There are safety and security concerns regarding break-ins and slip & falls that the Property Committee

believes could be reduced by improving the lighting in the back parking lot. The cost would be \$70,500.

3. Replacement of the Flooring Materials throughout the building with an estimated cost of \$70,000.
4. Upgrade/Remodel of the Kitchen with an estimated cost of \$22,000.
5. Repair or Replace the Sign out front with an estimated cost of between \$31,000 to \$36,000 if replaced with a digital sign. Council can vote to repair the sign, but the Property Committee does not recommend repairing the sign if it will be replaced in the near future.
6. The Construction of a Pole Building that could be used for various needs and activities such as Pete's Pantry, the Boy Scouts, shelter for refugees (grants may be available to assist with the construction if it will be used as a shelter for refugees; it is unknown whether the zoning would permit this sort of use of a building). This is a long-term project.

Approval of Renovation of Ladies Restroom: It was motioned by Jan Ludwig, supported by Dave Marquette to approve the renovation of the ladies' restroom with tile and paint and to fund the renovation with \$2,500 from the Memorial Fund and the remainder from the Building Fund. Motion approved unanimously.

Approval of Upgrade Safety Lighting in the Parking Lot: It was motioned by Jamie Brown, supported by Jackie Luke to upgrade the safety lighting in the parking lot.

Discussion: Linn Kracht believes \$20,000 is a lot of money for something seldom used. We should get the lights working again that are not currently working. The snow plower could spread salt when we have an activity. Barb Heffner believes that the upgrade may increase the usage. Tom Wozniak commented that the cost will only continue to go up. Karla Kopp stated there is a grant from the State of Michigan for safety upgrades we may be able to apply for.

It was motioned by Dave Marquette, supported by Nancy Wozniak to amend the motion to include the funding at \$20,558 with the proviso that we seek whatever grants we can, then when that is exhausted, the funding will come from a combination of \$10,000 congregational fundraiser with a 100% match by the Endowment Fund. Motion carried with one opposed.

A vote was then called for the approval of the Upgrade Safety Lighting in the Parking Lot project of \$20,558 with the proviso that we seek whatever grants we can, then when that is exhausted, the funding will come from a combination of \$10,000 congregational fundraiser with a 100% match by the Endowment Fund. Motion carried.

Member Comments: Madeline Adie thanked the men in the congregation who provide security at the church. Dave Marquette invited anyone who has questions about the property projects or who may have suggestions for projects to let the Property Committee know. Greg Courtier wondered about updating the website, particularly the calendar. Pastor Ruble reported that we

are eligible for an overall upgrade to the website at no additional cost. Becky Noffsinger volunteered to do the update.

It was motioned by Barb Marquette, supported by Dave Marquette to adjourn the meeting. Motion approved unanimously and the meeting adjourned at 12:19 p.m. with the Lord's Prayer.

Respectfully submitted,  
Sue Eifler  
Council Secretary

## ST. PETER LUTHERAN CHURCH COUNCIL MEETING MINUTES

March 11, 2024

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

Not Present: Linn Kracht and Nancy Wozniak.

Bill Duggan called the meeting to order at 6:04 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 as Amended: It was moved by Dave Marquette, supported by Glenn Noffsinger to approve the Agenda as amended with Building Usage Agreement with the City Regarding Using the Church as a Polling Place added to New Business. Motion approved unanimously.

### Devotions:

Kathy Fotheringham provided the devotions from 100 Favorite Bible Verses based on a reading from Micah 6:8—Learning by showing, rather than just telling.

Devotion for April —Bill Duggan.

### Approval of Minutes:

It was moved by Dave Marquette, supported by Rebekah Seng to approve the February 12, 2024, Church Council Meeting Minutes. Motion approved unanimously.

### Financial Reports (Subject to Audit):

It was motioned by Barb Heffner, supported by Dave Marquette to approve the February 2024 Budget Activity Report. Motion approved unanimously.

It was motioned by Sue Eifler, supported by Dave Marquette to approve the February 2024 Fund Balance Report. Motion approved unanimously.

### Pastor Report:

Pastor Ed Ruble provided a report and oral supplements.

Pastor Ruble stated that there is one thing to be added to his report which is the New Member Welcome during Pentecost on 5/19/2024. Visits were down due to February being a short month.

He has a vacation coming up and Pastor Cheri will fill in. Jan Ludwig wondered about the Easter Vigil and Pastor Ruble stated it will be held on Saturday at 6:30 p.m. at St. Peter with the Resurrection of our Lord on Sunday 3/31/2024. Glenn Noffsinger wondered what support Pastor needs from Council to help support him. Pastor responded suggesting that we continue showing up. He is working with the Mutual Ministry team. He will get back to us. In the meantime, read to see what Pastor has got going on and raise questions or suggestions if we see something.

It was motioned by Dave Marquette, supported by Kathy Fotheringham to accept the March 2024 Pastor's Report with February Highlights. Motion approved unanimously.

#### Old Business:

1. Pete's Pantry Task Group. Tabled.
2. Where are they now? Tabled.
3. Estate Gift Designation. It was motioned by Kathy Fotheringham, supported Dave Marquette to accept the Finance Committee recommendation to Church Council that the \$12,000 that has been gifted from estates be placed into the Endowment Fund II. Motion approved unanimously.
4. Newsletter. Pastor Ruble said this can be removed. He has the information he needs and can proceed.
5. Determine Fees for Funerals. Pastor Ruble asked that this be added to the Property Committee agenda, and he will bring the information he has to the meeting with the intent that they come up with a recommendation to bring to Council.
6. Update Constitution. Tabled.
7. Update on renovation of Ladies Restroom. Dave Marquette reported that it is basically completed. There are just a few things left to do. There are a couple of small bills left to be paid. It should come close to the \$5,500. Dave does not believe it will go over.
8. Progress/Funding for Parking Lot Lights. Dave said that Jan has received one donation. There was one pole that may be in the way if we expand, so the light pole would be moved to the north a little bit to not interfere with the building. We need to advertise the fund raiser in the bulletin. Dave Marquette will talk with Karla Kopp to see if she would be interested in applying for a grant. Glenn suggested that the plans for the project are posted in the Narthex so the congregation can see the plans.

#### New Business:

1. Pastor Credit Card and Addition to Signatories for Bank Accounts. It was motioned by Harold Bruns, supported by Glenn Noffsinger to accept the Finance Committee's recommendation that Pastor Ed Ruble be added to the Bank Account and issued a credit card. Motion approved unanimously.

Pastor Ruble stated that in the by-laws, B12.05.2 identifies the pastor as an approved person to conduct business on behalf of the congregation.



2. Review of Expense Reimbursement Process. Barb Marquette provided the following for the reimbursement process:
  - a. Obtain a voucher from the office and fill it out completely. Barb Marquette can put some in a mailbox in the hall if that would be helpful.
  - b. Attach original receipts.
  - c. Obtain a signature for the voucher from a fellow council member, preferably from the Council liaison, prior to turning in the voucher/receipts, if possible. This will help with timely reimbursement.
  - d. Turn in receipts for reimbursement in a timely manner. Monthly would be great.
  - e. 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.
  - f. 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.
  - g. Barb Marquette says if there is ANYTHING she can do to make the process easier for you all, please let her know.
3. Pest Control Proposal. Dave Marquette reported he had Bowers Wildlife Control come out after finding evidence of red squirrels in the building. Bowers had a concern about rodents in the food pantry. He would set traps outside and inside the building. The start-up cost would be \$1,035. Then there would be follow-up trips at the rate of \$195 per trip. Bill Duggan suggested that the Property Committee meet and provide a recommendation for the Council. The current pest removal company is EZ Pest Solutions. Glenn Noffsinger suggested that we keep a log in the office so that we could record pest and rodent sightings. The pest company could refer to the log when they come to the building to perform a service.
4. Building Usage Agreement with the City Regarding Using the Church as a Polling Place. The City wants a five-year term for St. Peter to be a polling place. Council wondered whether a staff member needs to be present. Linn Kracht is a pollster who has a key and has been performing the function of locking the building at the close of the polling day. Dave Marquette is satisfied that the termination clause would allow us to get out of the agreement if we had a compelling reason to do so. It was agreed that Dave Marquette could handle signing the agreement on behalf of St. Peter.

Committee Reports:

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

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

It was moved by Dave Marquette, supported by Sue Eifler to adjourn the meeting. Motion

approved unanimously. The meeting was adjourned at 7:09 p.m. and closed with the Lord's Prayer.

The next meeting will be on April 8, 2024, as a Zoom meeting at 6:00 p.m.

Respectfully Submitted by Church Council Member,  
Sue Eifler

## St. Peter Lutheran Church Budget Activity Report

March 2024

INCOME	Month	Year to Date		
	Actual	Actual	Budget	Actual - Bdgt
Envelopes	15,553.00	41,006.00	43,750.00	(2,744.00)
Loose	50.00	142.30	300.00	(157.70)
Other Special Services	177.00	548.00	75.00	473.00
Flowers	88.80	419.50	390.00	29.50
Initial	0.00	180.00	25.00	155.00
Thrivent Choice Giving	0.00	69.00	125.00	(56.00)
Misc. Income	0.00	0.00	0.00	0.00
<b>TOTAL INCOME</b>	<b>15,868.80</b>	<b>42,364.80</b>	<b>44,665.00</b>	<b>(2,300.20)</b>

Expenses	Month	Year		
	Actual	Total Spent	Budget	Remaining
<b>Christian Life</b>				
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	48.80	48.80	750.00	701.20
<b>TOTAL Christian Education</b>	<b>48.80</b>	<b>48.80</b>	<b>1,350.00</b>	<b>1,301.20</b>
<b>Outreach</b>				
Local Benevolence	150.00	150.00	1,200.00	1,050.00
Outreach Committee	0.00	0.00	300.00	300.00
Boy Scout Troop	0.00	0.00	1,500.00	1,500.00
<b>TOTAL Outreach</b>	<b>150.00</b>	<b>150.00</b>	<b>3,000.00</b>	<b>2,850.00</b>
<b>Church Council</b>				
Synod Benevolence	1,884.90	4,100.60	17,500.00	13,399.40
Advertising	0.00	0.00	250.00	250.00
Synod Assembly	60.00	60.00	0.00	(60.00)
Retreat	0.00	0.00	400.00	400.00
Mutual Ministry	0.00	0.00	100.00	100.00
<b>TOTAL Church Council</b>	<b>1,944.90</b>	<b>4,160.60</b>	<b>18,250.00</b>	<b>14,089.40</b>
<b>Stewardship &amp; Finance</b>				
Stewardship	0.00	0.00	100.00	100.00
Envelopes	0.00	0.00	200.00	200.00
Online Giving Expense	38.95	123.87	750.00	626.13
Bank Fees	0.00	0.00	350.00	350.00
<b>TOT Stewardship &amp; Finance</b>	<b>38.95</b>	<b>123.87</b>	<b>1,400.00</b>	<b>1,276.13</b>

## St. Peter Lutheran Church Budget Activity Report

March 2024

Expenses	Month	Year		
	Actual	Total Spent	Budget	Remaining
<b>Office Support</b>				
Payroll Expenses	230.00	370.00	1,200.00	830.00
Computer & Office Supplies	503.85	691.72	1,200.00	508.28
Equipment Maintenance	94.26	302.27	1,200.00	897.73
Postage	9.49	96.59	300.00	203.41
Telephone	134.77	404.32	1,548.00	1,143.68
Technology	0.00	0.00	900.00	900.00
Subscriptions	196.93	644.79	4,000.00	3,355.21
<b>TOTAL Office Support</b>	<b>1,169.30</b>	<b>2,509.69</b>	<b>10,348.00</b>	<b>7,838.31</b>
<b>Property</b>				
Church Grounds	329.96	1,586.98	5,700.00	4,113.02
Insurance - Building & Liability	1,581.59	1,581.59	5,500.00	3,918.41
Maintenance & Supplies	257.23	309.03	4,700.00	4,390.97
Utilities	1,062.34	3,278.03	13,200.00	9,921.97
<b>TOTAL Property</b>	<b>3,231.12</b>	<b>6,755.63</b>	<b>29,100.00</b>	<b>22,344.37</b>
<b>Worship &amp; Music</b>				
Flowers	137.00	422.00	1,560.00	1,138.00
Music Supplies	0.00	105.41	250.00	144.59
Worship Supplies	0.00	19.47	1,200.00	1,180.53
Organ-Piano Maintenance	0.00	336.00	1,000.00	664.00
Sound System Maintenance	0.00	0.00	200.00	200.00
Pulpit Supply	260.57	260.57	1,100.00	839.43
<b>TOTAL Worship &amp; Music</b>	<b>397.57</b>	<b>1,143.45</b>	<b>5,310.00</b>	<b>4,166.55</b>
<b>Payroll</b>				
<b>Pastor</b>				
Salary	2,848.52	8,545.56	34,201.00	25,655.44
Housing Allowance	2,000.00	6,000.00	24,000.00	18,000.00
FICA Allowance	371.00	1,113.00	4,452.00	3,339.00
Pension	522.11	1,566.33	6,265.00	4,698.67
Insurance	2,682.22	8,046.66	32,187.00	24,140.34
Phone Allowance	100.00	300.00	1,200.00	900.00
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	0.00	16.80	200.00	183.20
Meetings & Publications	0.00	0.00	200.00	200.00
Travel	100.00	300.00	1,200.00	900.00
<b>TOTAL Pastor</b>	<b>8,623.85</b>	<b>25,888.35</b>	<b>104,905.00</b>	<b>79,016.65</b>

## St. Peter Lutheran Church Budget Activity Report

March 2024

Expenses	Month	Year		
	Actual	Total Spent	Budget	Remaining
<b>Secretary</b>				
<b>TOTAL Secretary</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Director of Music</b>				
Salary	1,024.56	3,070.48	12,296.00	9,225.52
FICA	78.38	234.37	941.00	706.63
<b>TOTAL Choir Director</b>	<b>1,102.94</b>	<b>3,304.85</b>	<b>13,237.00</b>	<b>9,932.15</b>
<b>Musicians</b>				
Salary	975.00	2,725.00	7,700.00	4,975.00
FICA	0.00	0.00	589.00	589.00
<b>TOTAL Musicians</b>	<b>975.00</b>	<b>2,725.00</b>	<b>8,289.00</b>	<b>5,564.00</b>
<b>Custodian</b>				
<b>Total Custodian</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL Payroll</b>	<b>10,701.79</b>	<b>31,918.20</b>	<b>126,431.00</b>	<b>94,512.80</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>17,682.43</b>	<b>46,810.24</b>	<b>195,189.00</b>	<b>148,378.76</b>
<b>OPERATING INCOME - EXPENSES</b>	<b>(1,813.63)</b>	<b>(4,445.44)</b>		

**Notes:** • Income does not include offerings from March 31 which were deposited on April 1



St Peter Lutheran Church  
Fund Balance Report

	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	
Building Fund	-	-	5,381.61	(5,121.61)	260.00	6,795.46	585.00	(5,121.61)	2,258.85	-	-	-	2,518.85
Capital Improvement	-	-	-	-	-	-	-	-	-	-	-	-	-
Building Usage	-	-	-	-	-	51.00	275.00	-	326.00	-	-	-	326.00
Memorials	-	-	-	-	-	15,942.12	50.00	-	15,992.12	-	-	-	15,992.12
Opportunity Fund †	-	-	-	-	-	2,452.94	-	-	2,452.94	-	-	-	7,768.39
Miscellaneous Projects	-	52.00	-	-	52.00	1,229.60	-	-	1,229.60	5,311.36	4.09	-	1,281.60
Kalnos	(107.00)	-	1,069.61	(962.61)	-	4,086.30	50.00	(1,069.61)	3,066.69	-	-	-	3,066.69
Outreach	-	-	-	-	-	521.57	-	-	521.57	-	-	-	521.57
Soup Kitchen	-	-	-	-	-	57.88	-	-	57.88	-	-	-	-
Holiday Baskets	-	-	-	-	-	2,963.39	-	-	2,963.39	-	-	-	2,307.45
Pete's Pantry	150.00	461.00	690.00	(1,266.94)	34.06	1,031.19	-	(690.00)	2,273.39	-	-	-	2,307.45
Pete's Pantry Admin	-	-	690.03	(690.03)	-	992.61	-	(690.03)	341.16	-	-	-	341.16
Quilters	-	-	-	-	-	213.62	-	-	213.62	-	-	-	992.61
SPEK	-	-	-	-	-	801.09	-	-	801.09	-	-	-	213.62
Youth	-	-	-	-	-	1,025.00	-	-	1,025.00	1,613.08	0.54	-	2,414.71
Seminarian Fund	-	-	-	-	-	-	-	-	-	-	-	-	1,025.00
Salary Support Fund †	-	-	-	-	-	-	-	-	-	19,725.37	6.42	-	19,731.79
Grants	220.58	-	-	-	220.58	-	-	-	-	-	-	-	220.58
Carryover †	(790.12)	-	5,790.12	-	5,000.00	12,926.00	-	(5,790.12)	7,135.88	2,588.49	-	3.66	2,592.15
Cash Flow Loan	-	-	-	-	-	-	-	-	-	-	-	-	-
Unbudgeted Activity	-	-	-	-	-	172.58	4.84	-	177.42	-	-	-	299.67
Budgeted Activity	(2,631.81)	15,868.80	(380.70)	(17,301.73)	(4,445.44)	-	-	-	-	-	-	-	(4,445.44)
Liab. Accts	4,588.00	1,150.00	-	-	5,738.00	-	-	-	-	-	-	-	5,738.00
Payroll Withholding	472.59	-	380.70	(299.40)	553.89	-	-	-	-	-	-	-	553.89
Unesignated Gifts	5,033.60	200.00	12,000.00	-	17,233.60	12,000.00	-	(12,000.00)	-	-	-	-	17,233.60
Total Restricted Funds	263.58	513.00	7,831.25	(8,041.19)	566.64	38,163.77	960.00	(7,571.25)	31,552.52	26,649.81	0.54	10.51	26,660.86
General Fund	(3,421.93)	15,868.80	5,409.42	(17,301.73)	554.56	13,098.58	4.84	(5,790.12)	7,313.30	2,588.49	14.17	289.16	10,759.68
Total Liability	10,094.19	1,350.00	12,380.70	(299.40)	23,525.49	12,000.00	-	(12,000.00)	-	-	-	-	23,525.49
Invested Funds	-	-	-	-	-	-	-	-	-	61,340.59	-	(299.67)	61,040.92
Total Assets	6,935.84	17,731.80	25,621.37	(25,642.32)	24,646.69	63,262.35	964.84	(25,361.37)	38,865.82	90,578.89	14.71	-	154,106.11

Notes: † The Fund Balance for these accounts does not include the portion in Invested Funds (split 1/3 to each)  
• The Budget Activity Deposit does not include offerings from March 31 which were deposited on April 1





## April 2024 Council Report

### March Highlights:

- Songs with St. Peter continued on the 1<sup>st</sup> and 3<sup>rd</sup> Wednesdays of March.
- Thursday evening suppers followed by Holden evening prayer on 3/7 and 3/14
- Attended the Kalamazoo Conf. Zoom meeting and the BC Pastors Peer group meetings
- Participated in "Fed" at Trinity on Thurs 3/21, very good participation by St. Peter folks
- Held a successful Lenten Bible School for the youth on the first 3 Sundays in March
- Participated in the ecumenical Good Friday service at First Congregational Church
- Three Days Feast w/ Trinity - hosted Good Friday and Easter Vigil at St. Peter
- Presided over an amazing celebration of our Lord's Resurrection on Sunday 3/31

Shut-in Visits: Joan Galli; Don, Mary, and Ron Coss; Don and Ron Coss (following Mary's death)

### Worship & Music:

- Celebrated the entire Three Days Feast in cooperation with Trinity, BC for the first time in many years – Maundy Thursday at Trinity, Good Friday at St. Peter and Easter Vigil at St. Peter; participation by both congregations was very strong. The Good Friday service was the most well attended (49 in person, 6 online)
- Resurrection Sunday on 3/31 was a fantastic celebration! To welcome back the alleluias Renee provided bells for everyone to ring and butterflies emerged from the caterpillars we put away prior to Lent. The guest musicians (George, TJ, Abbey and Hannah) were also appreciated.
- W&M Committee met on Thursday 4/4 to debrief on Lent and Holy Week activities for 2024 and discuss Pentecost and summer worship plans. See meeting minutes for more details.
- Care for Creation Sunday is 4/21/24. The SPEK committee is organizing some special programming that will take place during and around the worship service.

### 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:

- Songs with St. Peter is moving to the 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays of the month beginning in April
- Care for Creation Sunday on 4/21/24
- Pentecost and New Member Welcome on Sunday 5/19
- The spring sports season has begun for the Ruble household. This is a particularly busy time each year.



## Resolution on climate change and plastic reduction

As Christians we understand that God gave us the responsibility to care for the Earth God created. Unfortunately, the reality is that the Earth created by our God is being damaged by human activity. Our actions are a major contributing factor in the climate change issue. Some of our actions can be reduced/modified and therefore have a less damaging effect on the Earth. This resolution provides information on some specific actions that we as Christians can take to reduce that effect.

Whereas climate change is a real environmental reality at this time, and

Whereas much of the cause for climate change is our human activity, especially the use of fossil fuel, and

Whereas there has been a rather recent explosion of the manufacturing of numerous types of plastic which uses fossil fuel in its production cycle, and

Whereas humans can help by reducing our use of all types of plastic.

Therefore, be it resolved that St. Peter Lutheran, a church dedicated to caring for God's creation, continue to find ways to be a caring steward for the Earth, and

Therefore, be it further resolved that St. Peter members during any church activities and all phases of the operation of St. Peter, continue to reduce, reuse, and recycle as able, and

Therefore, be it further resolved that St. Peter members be especially cognizant of our use of plastic of all types and dedicate ourselves to plastic reduction, and

Therefore, be it Resolved that those members signing this resolution are committed to reducing plastic use and changing habits that result in plastic use reduction.

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ELCA National Youth Gathering 2024 (per person)

	<b>Total</b>	<b>Paid</b>	<b>Due</b>	<b>Notes</b>
Registration	\$375.00	\$150.00	\$225.00	
Airfare	\$512.00	\$0.00	\$512.00	paid on my personal credit card 4/8/24
Hotel	\$505.00	\$0.00	\$505.00	
Food	\$240.00	\$0.00	\$240.00	
Total	\$1,632.00	\$150.00	\$1,482.00	

2024 Stoney Lake Camp

<b>Camper</b>	<b>Cost</b>	<b>Paid</b>
Benji	480	240
Jojo	470	235
TJ	470	235
Total	1420	710



## FINANCE/STEWARDSHIP COMMITTEE MEETING MINUTES

April 7, 2024

The Finance/Stewardship Committee met after church on Sunday, April 7, 2024. In attendance were Harold Bruns, Gary Goodykoontz, Barb Heffner, Jan Ludwig, Bill Duggan, and Pr Ed Ruble. Absent: Glenn Noffsinger.

### BUDGET ACTIVITY REPORT:

Jan asked why the Payroll Expense went from \$70 in February, to \$230 for March. Gary reported that we paid our tax company, White & Co.

Under Computer & Office Supplies, we had an expense of \$200 to purchase 1,000 checks. We had a great month, which did not include Easter. If Easter giving would have been included, we would have been in the black for March. Gary reported that year to date, we are about \$25 to \$50 ahead of last year.

Jan filled out a form for a matching grant. We should receive \$1,000 next month.

Jan also reported that 22 out of 36 pledges, are current. She's also ordered the envelopes for 2025, thus cashing in on a discount.

### FUND BALANCE REPORT:

Jan reported that we have received another donation for the parking lot lighting.

The report, under Liabilities Undesignated Gifts, reflects that a check for \$12,000 has been cut from a donation for Endowment Fund II. John Christ will personally deliver the check to the Battle Creek Community Foundation so that he's certain that it will be deposited in the correct fund.

Gary reported that under Mission Investment, one of our accounts has been rolled over for another 3 years. He did not reinvest the interest. That went into unbudgeted activity

Pr Ed reported that there was more spending than usual under Kairos. In order to help Ron, we have hired him to do odd jobs and have given him an advance. One of his jobs was to assist in the renovation of the ladies restroom. With our assistance, Ron has now found an apartment and has been able to pay his rent. He is still working for us to pay off his balance.

**YOUTH GATHERING** – Pr Ed and TJ are going to attend the Youth Gathering in New Orleans in July. The Finance Committee recommended that TJ do a fundraiser as a match, possibly hold a concert some Sunday after church.

**CAMP (STONEY LAKE)** – this camp is held in June. Pr Ed has taken advantage of the “half” fee, which is a scholarship that's provided by Stoney Lake. Stoney Lake is always looking for donations for scholarships. For TJ, JoJo, and Ben to attend, the total cost is \$1,420. Pr said that he's already paid half, so is looking for funding of \$710.00, and reimbursing Stoney Lake the other half. Pr Ed left the room while the committee discussed the funding for this camp. Bill made a motion, Jan seconded, that we reimburse Pr Ed for the entire amount of \$1,420. The

committee recommended taking the money from Undesignated Gifts, which has a balance of a little over \$5,000. This motion passed unanimously.

THIS IS A RECOMMENDATION FOR COUNCIL ACTION.

**STEWARDSHIP:**

Bill reported that he now has a committee of himself, Glenn Noffsinger, and Pr Cheri. Pr Ed asked Bill if the Stewardship Committee will be able to help with the fundraising of the lighting in the parking lot. Bill will discuss with the committee.

The next meeting is scheduled for Sunday, May 12<sup>th</sup>, after church.

Respectfully Submitted,  
Barb Heffner



St. Peter Lutheran  
Outreach Committee Minutes for  
Mon. March 18, 2024, at St. Peter

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

Opening Prayer. Nancy W. shared a message from a pamphlet titled 'Restore my Soul' then a prayer. Jackie will do April.

Review/approval of minutes from Mon. Feb. 19, 2024.

Correspondence received.

1. Had received a letter from Samaritas requesting continued support with them.
2. Linn often receives emails from ELCA Advocacy which he will share with group in the future unless some opt out.
3. Linn had noted from a notice that KCC runs a pantry for its students. Could a Thrivent grant be used to support this effort. Linn will make contact.

Feb. 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 Feb. 2024; Outreach - \$521.57; Soup Kitchen - \$00; Holiday Baskets - \$57.88; Pete's Pantry - \$3,113.39; Pete Pantry Admin. - \$1,031.19.
2. Had not spent anything from the regular budget line items.

C.C. Liaison Report. Linn K. Linn was not able to attend.

1. Feb. 2024 Budget Activity support showed a deficit to date of (\$1,128.69).
2. Working on some policy development for Estate gifting designation, funeral fees, and updating the Constitution and Bylaws.
3. Women restroom project completed and still working on the outside lighting for parking lot.
4. AED training completed. Question to CC about having a device to do the Heimlich Maneuver and having Narcan available.

Old Business.

Pete's Pantry. Sue Towell

1. Monthly count for Feb. (3 weeks): Families – 349 representing 1,111 people.
2. 2023 count: 5,200 families representing 14,483 people.
3. Blood drive will be March 23, 2024
4. The pantry will be closed: Tuesdays May 28, August 6, Sept. 3, Nov. 5, Dec. 24 & 31, 2024.
5. New signage will be made, and the wording will be in English, Spanish, and Burmese. Seek to use a Thrivent grant to purchase.
6. New tubs and another cart are being purchased. Paid for through Pantry Administration fund.
7. The First Nazarene churches' pantry closed. They had lots of products that were given to Pete's Pantry to use.
8. May be getting volunteer T-shirts and Women's Coop may do some screening for us.

Lakeview Food Pantry at Falam Baptist Church.

1. Monthly count. Numbers were not available for February. March 11 – 17 families representing 43 people.
2. Dec. count; 259 families representing 873 people.

3. Next volunteer times are April 1 & 15, 2024.
4. FFD is Wed. April 10 from 1:30 – 3:30 p.m. FFD was March 13th.
5. Have a new room at Falam for receiving Kids pack items, assembling and packing. Pack and deliver to the four Lakeview elementary schools and high school 279 each week.
6. Tom Wozniak applied and received a \$250 Thrivent team action grant for Pantry. It was used to purchase bar soap, toilet paper, and small tools for pantry use.
7. Can maybe apply for a couple more Thrivent grants; one for general pantry food and another for the kids' packs.

Charitable Union. Linn is still seeking to find a workable 2<sup>nd</sup> 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 bring to church for members to see.

Kambly Living Center. Jackie L.

1. Jackie is still buying gifts for resident birthdays. There is a new resident.
2. Maybe use a Thrivent team action grant this year for Kambly.
3. Jackie will check on another possible date to visit Kambly.
4. A St. Peter member makes bead jewelry which can be used as gifts for residents.

ELCA Worl Hunger appeal.

1. Distributed easter eggs for people to fill with money.
2. Project ends unofficially Sunday March 24.
3. Linn will add up all monies received and share with congregation.

God's Work Our Hands

1. Pastor Cheri has volunteered to lead this project for St. Peter.
2. Date is Sunday, Sept. 8, 2024.
3. One idea was to collect certain items for a Blessing bag and pack them on that Sunday. Pastor Cheri will get one of the bags Pastor Ed has to see what might be put into the bags.

Trinity Lutheran – FED.

1. Meal being served every 3<sup>rd</sup> Thursday at 5:30 p.m.
2. Linn will check on specifics and need for volunteers.
3. Joyce agreed to maybe use one of her Thrivent team action grants to help purchase food for this ministry.

## **New Business**

Jail Ministry

1. A St. Peter member has expressed interest in working with the chaplain at the jail.
2. Linn had a meeting with the chaplain and received some information.
3. More on this possibility at future meetings.

Thrivent grants

1. Keep trying to use Thrivent grants.
2. We probably can apply for at least 15 Thrivent team action grants for 2024.
3. Linn shared a bunch of places to use them to help ministries.
4. Linn suggested that we might identify what ministries next meeting and who would apply.

**Member comments.**

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

**Next meeting date: Mon. April 15, 2024 at 4:30 p.m. at St. Peter.**



April 7, 2024

Property Committee met following the service, I were Peter Fotheringham, Bob Lukowski, Linn Kracht, and Dave Marquette. Harold Bruns and Pastor Ed joined at the end of the meeting.

The fee schedule for non-member building usage and activities was discussed. It has been many years since this was updated, we believe we are well below current market price for most activities. Linn has volunteered to solicit information from local ecumenical bodies and Pastor has some information from Kalamazoo. We will discuss further with the information obtained next month.

Dave mentioned that the Scout Council has a meeting scheduled at Westlake Elementary school with the possibility of enrolling 6-8 young people and restarting the Cub Scout Pack at St. Peter. They will meet on Friday evenings and the nursery has been straightened up so it could be used as a meeting place for them.

We finally received a quote from Burkett sign company for a replacement to front sign with digital. This quote is very comparable to that from Adams-Remco. When we decide to proceed, I will have a comparison prepared along with a recommendation from the committee regarding who to use for this project.

Linn brought up usage of the next-door property, wondering if a Sprout Program related farmer might be interested in using the property to grow a crop. This is a similar idea to one put forth before of using the property for a community garden. The committee would entertain such a proposal if one were presented, to negotiate and present to the council.

An announcement needs to be drafted for the bulletin regarding raising funds for the parking lot lighting, as well as soliciting help from the congregation to sort through the boxes of outdated records. Dave will follow up. We need to follow up with Karla to see if she has any further information on possible grants for the parking lot lighting, per her suggestion at the Congregational meeting.

Pastor has asked that all committees look at moving meetings away from Sundays. Those present agreed that the third Tuesday at 6:30 would work, need to check with Duane Eifler and Ken Ropp.



## WORSHIP AND MUSIC COMMITTEE

Thursday, April 4, 2024

Attendance: Pastor Ruble, Barb Heffner George Pendill, Rebekah Seng

Pastor called the meeting to order with prayer at 4:33pm.

Lent/Holy Week 2024 Debrief:

Thursday Holden Evening Prayer (w/ Pr Kjersten) -

- Services were well attended, averaging 30 people, and "The Lord's Prayer" was a good theme for the journey this Lent. There were favorable comments on this theme.
- "Remember Me O Lord" replaced the Magnificat again in 2024
- Lenten Meals were not as well attended this year with the average under 20 people. Pr Ed to discuss with the Christian Life committee
- Participated in "Fed" at Trinity on the last Thursday of Lent. Overall it was a positive experience, however, some didn't like breaking into groups for discussion.

Passion/Palm Sunday:

- Due to live streaming, the readers were up front. This seemed to work well.
- Pr Ed offered that next year we consider doing Palm Sunday and Passion Sunday on consecutive weeks.

Maundy Thursday at Trinity:

- Opportunity to collaborate on music next year.
- There was too much talking when removing items from the sanctuary. The psalm being sung by George and Renee couldn't be heard. It was suggested that we tweak things for next year, possibly making lists of where things go to cut down on talking.
- 24 in attendance (about half from each congregation)

Good Friday at St. Peter:

- Overall a positive experience. Good participation from both congregations. About 50.
- Choir had trouble seeing their music to sing and it was suggested that maybe a soloist would be better.
- It was also suggested that the veneration of the cross be moved to the end of the service so that people may go up to the cross, then leave in silence.
- Prayer Vigil from years past has been missed by some members. There might be confusion with that and a different name such as Perpetual Adoration. It was suggested to possibly do this from Friday to Saturday.

Easter Vigil at St. Peter:

- Overall positive feedback given that this was the first Vigil we have done in a long time. About 30 people attended the Vigil.
- George mentioned that next year we need more music stands with lights, for musicians/readers. It was a lot of moving back and forth with one stand.
- People enjoyed worshiping in the Luther room again. It has been a long time. It was suggested that we decorate the Luther Room more for the Vigil.
- There were good responses to the interactive story telling.
- Wade in the Water was a very powerful and meaningful song. Many people commented on how much that added to the service!
- People liked the Thanksgiving for baptism in the darkened Narthex but Pr Ed felt that the aspersion didn't feel right. Perhaps cut the aspersion in the future.
- The sanctuary looked amazing. The move from dark to light was very powerful.
- The Vigil may rotate to Trinity next year but that is not a given.

Easter Sunday: (90 in-person and ~10 online)

- The bells were a hit, along with the butterflies and Alleluia cut outs. In addition to the flowers, the sanctuary really looked amazing.
- The caterpillar to butterfly theme worked very well.
- The procession took place during the final prelude piece. It was suggested that next year the congregation sing during the procession.
- The front left of the sanctuary felt very empty (first 2 rows especially)

General Thoughts:

- There was a lot of positive feed back for the music during Holy Week.
- It was suggested that when communion services are added, make sure to schedule service hosts.

Pentecost/New Member Sunday 5/19/24:

- We will encourage members to wear red again. Red Flowers, specifically Red Geraniums were mentioned, either supplied by church or having members bring them. Pr Ed to talk to Barb M about availability of these flowers.
- The choir is singing at this service.
- There are a few wording changes to be made to the New Member Litany.
- New members will be voted in by the Church Council in May.

Summer Worship:

- Praise band will generally be the second Sunday of the month.
- Chicago Mass is suggested for the summer, possibly with the piano and no guitars.



- Committee suggested no more than 1 service at Trinity.
- Discussed using a different setting for the summer months. Last Summer we did Bread of Life. Several settings were discussed (Setting 5, 8 & 9, Now the Feast) but it was thought that George should consult with Renee, and that she, Pastor and George would select on for this year. Email Pr Ed if there is a particular setting you'd like to be considered.

General:

- Leon Robert is moving to New Orleans – no longer available as a guest organist

Meeting was adjourned at 6:00.

