



Trinity Evangelical Lutheran Church
Evangelical Lutheran Church in America
 God's work. Our hands.
 Pastor Nathan Keith

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Trinity Church Council Meeting Minutes May 11, 2021

The May meeting of the Trinity Lutheran Church Council was called to order by Stephen at 7:05 p.m. via Zoom. Larry led us in a devotion.

Roll Call

Mary Baldwin	Pastor Nathan Keith	Randy Wilkinson
Stephen Boss	Larry Oolman	Jennifer Zenor
Martin Greller		

Unable to attend: Linda Lebeda (Financial Director) & Lindsay Reeve

Approval of May 11, 2021 Agenda

Stephen asked for a motion to approve the agenda. Jen made a motion. Randy seconded. Motion passed.

Approval of April 13, 2021 Meeting Minutes

Stephen asked for a motion to table the approval the April meeting minutes until June. Larry made a motion. Mary seconded. Motion passed.

Financial Status Report

- Larry asked about a large gift noted in the financials. Pastor shared a gift of \$6,000 was given, part of which was designated.
- Martin questioned if we should make a decision about an amount of funds that should be in our savings contingency fund. Larry suggested that this be tabled until Linda is able to attend a Council meeting. Pastor will connect with Linda and ask her to begin thinking about his. Pastor will also contact the Synod to see if they have a framework developed.
- Linda has been working on the forgiveness report for the PPP loan. This should be completed by next month.
- See Linda's financial report below.
- Stephen asked for a motion to accept the April financial statements as presented. Martin made a motion. Mary seconded. Motion passed.

Unfinished Business

Day Center Updates & Laundry Equipment and Installation

- See the report attached from Stephen.
- Stephen asked for a couple of people to help with a subcommittee to develop Day Center processes and explore uses for the church building. The invitation is extended to Council and congregational members.

Rohr Fellowship Hall Restoration

- Pastor will set up a meeting to get this renovation moving with Larry Hazlett and Kevin Cox. Pastor will open this up to congregational members as well. Stephen will help with recruitment of people to help with this work.

Constitution and Fiscal Policy

- Thom, Randy, Pastor and Jen met to work on the constitution revisions. Thom is on the Council for the Rocky Mountain Synod and has made additional changes. This committee will review the changes and get a draft to the Council for review.
- Jen shared schedule that would have the Council approved draft constitution to the congregation. Council members felt this was a reasonable timeline.

Outside Painting

- Pastor wants to get three to four people to help (two scrapers, one painter, one operator) paint the exterior trim. It was suggested that we could organize this in connection to an overall church cleanup day.

New Business

- No new business

Staff Reports

- The Synod assembly was held last week. A speaker discussed the crisis in America, particularly about white privilege and what minorities experience.
- The 2022 synod assembly will be April 29-May 1st in El Paso, Texas.
- Trinity received a gift for Sky Ranch camperships. This will be in addition to the amount budgeted in our annual budget.
- The Rocky Mountain Synod held a Zoom meeting this past week. Suggested having conversations and meeting face to face with members and the community; possibly at a coffee shop. Pastor will look into this further this next month.
- In person and recorded worship and time off for Pastor was discussed. A Pastor from Indonesia is available to fill in for Pastor Nate. Pastor will bring him to church on June 20th to introduce him. He is planning to have the guest Pastor lead on July 25th and August 1st while he is on vacation.
- The organ is not being used as we had envisioned. Enhancing the organ with technology to play the organ without an organist would be a way to better use this beautiful instrument. A committee will be developed to look into the possibilities.
- Emma Loske will be confirmed on Pentecost Sunday.

Administrative Items

Correspondence

- None

Counters

- Tish will continue to process offerings in the office.

Next Meeting

- Tuesday, June 8, 2021 @ 7:00 p.m.

June Devotions

- Larry

Adjournment

- Jen motioned to adjourn; Mary seconded. Motion passed.
- Stephen closed the meeting at 8:07.
- Pastor led the Council in the Lord's Prayer.

Respectfully Submitted

Jennifer Zenor

Jennifer Zenor
TELC Council Secretary



Financial Status Reports
March 2021

**Trinity Evangelical Lutheran
Church Financial Snapshot April**

Income and Expenses	Apr Actual	Apr Budget	YTD Actual	YTD Budget
Giving and Other Income				
Benevolence	\$0.00	\$0.00	\$0.00	\$0.00
General Offerings	24,036.41	16,666.67	83,741.01	66,666.64
Rocky Mtn Synod - Campus Ministry	583.33	583.33	2,558.36	2,333.36
Donated Services	400.00	400.00	1,600.00	1,600.00
Transfers from Temp. Restricted Fds.	0.00	41.67	1,106.27	166.64
Investment & Building Rental Income	150.00	41.67	340.32	166.64
Total Income	\$25,169.74	\$17,733.34	\$89,345.96	\$70,933.28
Expenses				
Benevolence	\$1,520.16	\$1,603.49	\$6,694.75	\$6,422.00
Pastor Salary and Benefits	8,719.36	9,031.84	35,199.42	36,127.28
Christian Education	200.00	279.17	1,365.43	1,116.64
Worship and Music	1,202.07	1,224.17	5,330.38	4,896.64
Leadership Materials and Training	0.00	37.08	36.40	148.36
Fellowship and Social Ministry	0.00	87.50	435.97	350.00
Administration and Building	4,736.89	5,099.80	20,439.72	20,684.68
Total Expenses	\$16,378.48	\$17,363.05	\$69,502.07	\$69,745.60
Net Income	\$8,791.26	\$370.29	\$19,843.89	\$1,187.68
Checking and Demand Accounts				
U.S. Bank Checking	\$132,389.19			
Mission Investment Fund Demand Account	30,162.64			
Temporarily Restricted:				
Building	-6,678.58			
Memorial	-7,353.70			
Campus Ministry	-5,263.38			
Music Development	-418.39			
Thrivent	-3,241.00			
Leadership Lab/Youth	-1,474.00			
Washer/Dryer	-228.52			
Safe Project	0.00			
Good Samaritan (was Pastor Discretion.)	-2,400.00			
Total Temporarily Restricted	-27,057.57			
Total Unrestricted at US Bank and Mission Invest Fund	\$135,494.26			
Investments				
Edward Jones - Cash		0.00	12/31/2020*	
ELCA Mission Investment Fund - mif.elca.org		3,193.86	3/31/2021*; 3.455% CD's mature 9/28/2022	

Total Investments
\$3,193.86

*per most recent statement

Payroll Protection Program Loan May 20, 2020

\$22,726.00

Notes

Giving continues to be very strong in 2021. April was an especially strong month as offerings exceeded budget by \$7,369.74. Total expenses were under budget by \$984.57. Income exceeded expenses in April by \$8,791.26. For the first four months of the year, income has exceeded expenses by \$19,843.89. I expect expenses will gradually increase as the year progresses and more in person activities resume.

US Bank has now opened their online portal for PPP loan forgiveness applications. I have been able to begin the application and learn specifically what documentation the bank is requiring. I am preparing those documents and plan to complete the application for Pastor's signature soon.

Feel free to contact me with any questions. Linda Lebeda, Finance Director,
telc.finance.director@gmail.com or 307-760- 0894.

TRINITY EVANGELICAL LUTHERAN CHURCH

Statement of Activities

April 2021

	TOTAL
Income	
4-0000 Support & Revenues	
4-2000 Current Offering	
4-2100 Envelopes/General	24,036.41
Total 4-2000 Current Offering	24,036.41
4-3000 Other Offering	
4-3410 Rocky Mtn Synod for Campus Ministry	583.33
4-3550 Building Rental	150.00
Total 4-3000 Other Offering	733.33
4-4000 In Kind Donated Services	400.00
Total 4-0000 Support & Revenues	25,169.74
Total Income	\$25,169.74
GROSS PROFIT	\$25,169.74
Expenses	
6-0000 Expenses	1,416.00
6-1000 Benevolence	
6-1100 Apportionment to Synod/ELCA	
6-1300 Interfaith	104.16
Total 6-1000 Benevolence	1,520.16
6-2000 Salaries and Benefits	
6-2100 Pastor's Salary	7,284.34
6-2110 Pastor/Salary	
Total 6-2100 Pastor's Salary	7,284.34
6-2200 Pastor's Benefits	
6-2210 ELCA Benefits Package	1,435.02
Total 6-2200 Pastor's Benefits	1,435.02
6-2300 Staff	
6-2310 Organists' Salaries	560.00
6-2340 Parish Secretary's Salary/Vaca	1,016.14
6-2350 Custodial Services	250.00
6-2360 Staff Social Security	188.54
6-2370 Youth Director's Salary	200.00
Total 6-2300 Staff	2,214.68
Total 6-2000 Salaries and Benefits	10,934.04

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TRINITY EVANGELICAL LUTHERAN CHURCH

Statement of Activities

April 2021

	TOTAL
6-3000 Administration and Building	
6-3100 Administration	
6-3110 Office Supplies/Software	55.11
6-3112 Printing & Publicity	136.00
6-3130 Service on Office Equipment	572.77
6-3150 Publications and Subscriptions	15.89
6-3160 Administration Fees	69.61
6-3170 Bookkeeping	681.33
Total 6-3100 Administration	1,530.71
6-3500 Utilities	
6-3510 Electricity	174.74
6-3520 Gas	406.31
6-3530 Telephone	112.69
6-3540 City Utilities & Trash	117.84
Total 6-3500 Utilities	811.58
6-3600 Insurance	
6-3610 Insurance	445.58
Total 6-3600 Insurance	445.58
6-3700 Physical Plant	
6-3710 Maintenance & Improvements	494.34
Total 6-3700 Physical Plant	494.34
Total 6-3000 Administration and Building	3,282.21
6-4000 Ministry	
6-4200 Worship & Music	
6-4220 Altar Supplies	90.07
6-4230 Bulletin/Worship Aides	72.00
6-4235 Online Worship Tech Staff	480.00
Total 6-4200 Worship & Music	642.07
Total 6-4000 Ministry	642.07
Total 6-0000 Expenses	16,378.48
Total Expenses	\$16,378.48
NET OPERATING INCOME	\$8,791.26
NET INCOME	\$8,791.26

TRINITY EVANGELICAL LUTHERAN CHURCH

BUDGET vs. ACTUAL FY 2021

January - April, 2021

Income

4-0000 Support & Revenues

		TOTAL			
ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET		
4-2000 Current Offering					
4-2100 Envelopes/General	83,741.01	66,666.64	17,074.37	125.61 %	
Total 4-2000 Current Offering	83,741.01	66,666.64	17,074.37	125.61 %	
4-3000 Other Offering					
4-3410 Rocky Mtn Synod for Campus Ministry	2,558.36	2,333.36	225.00	109.64 %	
4-3550 Building Rental	150.00		150.00		
Total 4-3000 Other Offering	2,708.36	2,333.36	375.00	116.07 %	
4-4000 In Kind Donated Services	1,600.00	1,600.00	0.00	100.00 %	
4-5000 Transfers from Temporarily Restricted Funds	1,106.27	166.64	939.63	663.87 %	
Total 4-0000 Support & Revenues	89,155.64	70,766.64	18,389.00	125.99 %	
Total Income	\$89,155.64	\$70,766.64	\$18,389.00	125.99 %	
GROSS PROFIT	\$89,155.64	\$70,766.64	\$18,389.00	125.99 %	
Expenses					
6-0000 Expenses	5,672.00	5,672.00	0.00	100.00 %	
6-1000 Benevolence					
6-1100 Apportionment to Synod/ELCA					
6-1300 Interfaith	416.64	416.64	0.00	100.00 %	
6-1500 Good Samaritan Fund (formerly Pastor's Discretionary Allowance)	606.11	333.36	272.75	181.82 %	
Total 6-1000 Benevolence	6,694.75	6,422.00	272.75	104.25 %	
6-2000 Salaries and Benefits					
6-2100 Pastor's Salary	29,137.28	15,400.00	13,737.28	189.20 %	
6-2110 Pastor/Salary					
6-2120 Pastor Soc. Sec. Allowance		2,070.64	-2,070.64		
6-2130 Pastor/Housing Allowance		11,666.64	-11,666.64		
Total 6-2100 Pastor's Salary	29,137.28	29,137.28	0.00	100.00 %	
6-2200 Pastor's Benefits					
6-2210 ELCA Benefits Package	5,718.87	5,740.00	-21.13	99.63 %	
6-2220 Pastor's Continuing Education		666.64	-666.64		
6-2230 Pastor's Car Allowance		250.00	-250.00		
6-2240 Ministerial Expenses	343.27	333.36	9.91	102.97 %	
Total 6-2200 Pastor's Benefits	6,062.14	6,990.00	-927.86	86.73 %	
6-2300 Staff					
6-2310 Organists' Salaries	2,240.00	1,933.36	306.64	115.86 %	

6-2320 Chancel Choir Dir's Salary		0.00	0.00	
6-2340 Parish Secretary's Salary/Vaca	4,304.65	4,756.64	-451.99	90.50 %
6-2350 Custodial Services	1,000.00	1,200.00	-200.00	83.33 %
6-2360 Staff Social Security	778.62	861.00	-82.38	90.43 %
6-2370 Youth Director's Salary	800.00	800.00	0.00	100.00 %
6-2380 Staff Bonuses/Gifts	680.00	266.64	413.36	255.03 %

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TRINITY EVANGELICAL LUTHERAN CHURCH

BUDGET vs. ACTUAL FY 2021

January - April, 2021

			TOTAL	
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Total 6-2300 Staff	9,803.27	9,817.64	-14.37	99.85 %
Total 6-2000 Salaries and Benefits	45,002.69	45,944.92	-942.23	97.95 %
6-3000 Administration and Building				
6-3100 Administration	205.33	666.64	-461.31	30.80 %
6-3110 Office Supplies/Software				
6-3112 Printing & Publicity	166.00	33.36	132.64	497.60 %
6-3114 Postage	146.00	166.64	-20.64	87.61 %
6-3120 Offering Envelopes/Folders		33.36	-33.36	
6-3130 Service on Office Equipment	2,132.08	1,983.84	148.24	107.47 %
6-3140 Copier Supplies		50.00	-50.00	
6-3150 Publications and Subscriptions	63.56	66.64	-3.08	95.38 %
6-3160 Administration Fees	327.65	250.00	77.65	131.06 %
6-3170 Bookkeeping	2,720.31	2,666.64	53.67	102.01 %
6-3180 ISP Provider/Web Maintenance		0.00	0.00	
Total 6-3100 Administration	5,760.93	5,917.12	-156.19	97.36 %
6-3500 Utilities				
6-3510 Electricity	642.64	666.64	-24.00	96.40 %
6-3520 Gas	1,911.75	1,633.36	278.39	117.04 %
6-3530 Telephone	385.36	400.00	-14.64	96.34 %
6-3540 City Utilities & Trash	497.07	900.00	-402.93	55.23 %
Total 6-3500 Utilities	3,436.82	3,600.00	-163.18	95.47 %
6-3600 Insurance				
6-3610 Insurance	2,110.52	1,916.64	193.88	110.12 %
Total 6-3600 Insurance	2,110.52	1,916.64	193.88	110.12 %
6-3700 Physical Plant				
6-3710 Maintenance & Improvements	2,368.18	2,000.00	368.18	118.41 %
Total 6-3700 Physical Plant	2,368.18	2,000.00	368.18	118.41 %
6-3800 Contingencies				
6-3810 Contingencies		166.64	-166.64	
Total 6-3800 Contingencies		166.64	-166.64	
Total 6-3000 Administration and Building		13,676.45	13,600.40	76.05
100.56 %				
6-4000 Ministry				
6-4100 Christian Education		83.36	-83.36	
6-4110 Sunday School				
6-4130 Confirmation Classes/Jr. High		66.64	-66.64	
6-4140 Youth Ministry	365.43	116.64	248.79	313.30 %
6-4145 Campership		0.00	0.00	
6-4150 Adult Education		33.36	-33.36	
6-4160 Campus Ministry	200.00	0.00	200.00	
6-4170 Library		16.64	-16.64	
Total 6-4100 Christian Education	565.43	316.64	248.79	178.57 %

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TRINITY EVANGELICAL LUTHERAN CHURCH

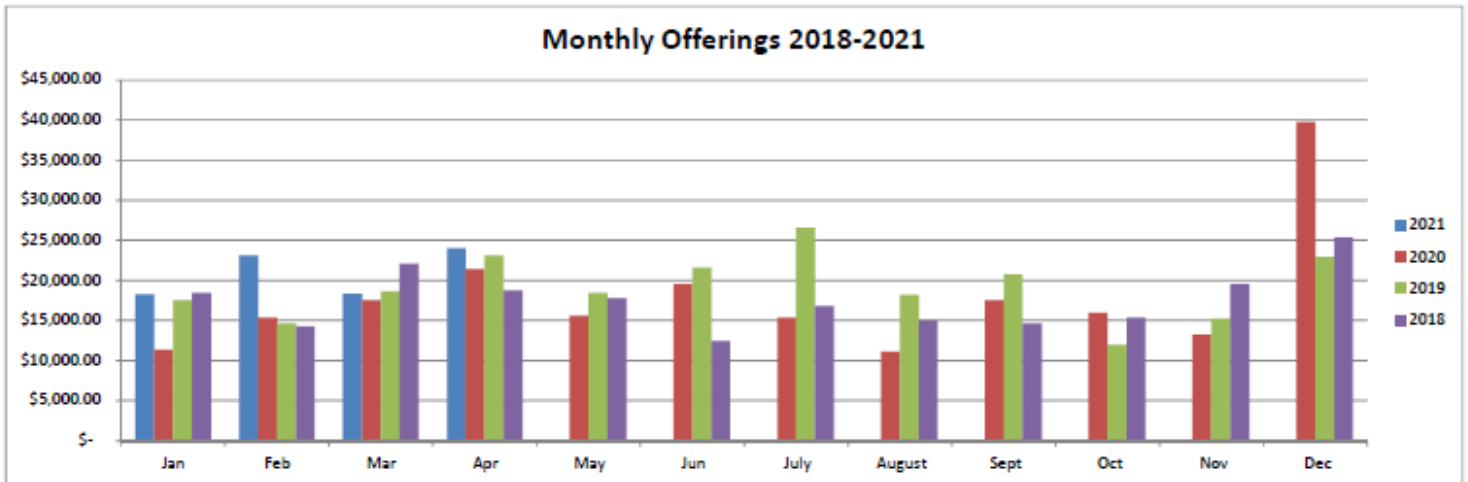
BUDGET vs. ACTUAL FY 2021

January - April, 2021

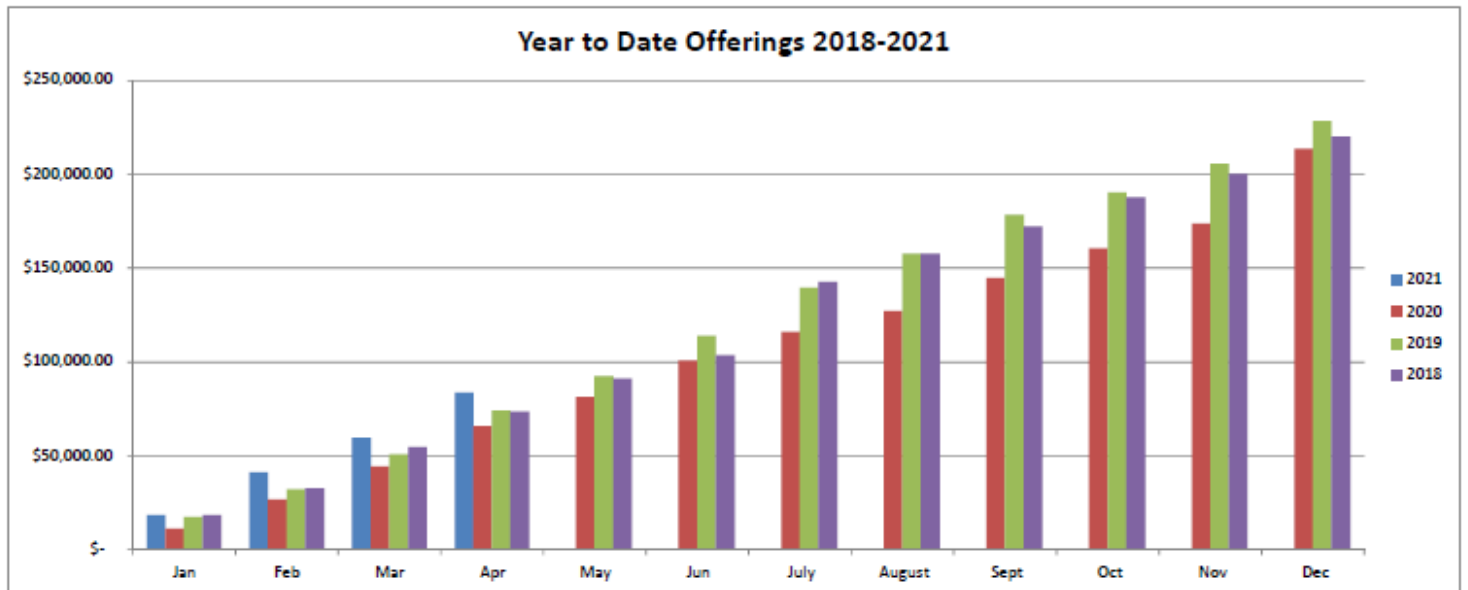
	ACTUAL	BUDGET	TOTAL OVER BUDGET	% OF BUDGET
6-4200 Worship & Music				
6-4210 Pulpit Supply		0.00	0.00	
6-4220 Altar Supplies	308.59	116.64	191.95	264.57 %
6-4230 Bulletin/Worship Aides	72.00	166.64	-94.64	43.21 %
6-4235 Online Worship Tech Staff	2,400.00	2,080.00	320.00	115.38 %
6-4240 Chancel Choir Music		66.64	-66.64	
6-4250 Worship Band		33.36	-33.36	
6-4255 Worship Band Leader Salary		0.00	0.00	
6-4270 Piano/Organ Maintenance	225.00	333.36	-108.36	67.49 %
6-4290 Music Dev. Fund	84.79	166.64	-81.85	50.88 %
6-4295 Choir Support		0.00	0.00	
Total 6-4200 Worship & Music	3,090.38	2,963.28	127.10	104.29 %
6-4300 Leadership Materials/Training				
6-4330 Devotional Guides	36.40	48.36	-11.96	75.27 %
6-4340 Conventions		100.00	-100.00	
Total 6-4300 Leadership Materials/Training	36.40	148.36	-111.96	24.53 %
6-4500 Fellowship	36.97	250.00	-213.03	14.79 %
6-4600 Social Ministry	399.00	100.00	299.00	399.00 %
Total 6-4000 Ministry	4,128.18	3,778.28	349.90	109.26 %
Total 6-0000 Expenses	69,502.07	69,745.60	-243.53	99.65 %
Total Expenses	\$69,502.07	\$69,745.60	\$ -243.53	99.65 %
NET OPERATING INCOME	\$19,653.57	\$1,021.04	\$18,632.53	1,924.86 %
Other Income				
Interest & Investment Income	190.32	166.64	23.68	114.21 %
Total Other Income	\$190.32	\$166.64	\$23.68	114.21 %
NET OTHER INCOME	\$190.32	\$166.64	\$23.68	114.21 %
NET INCOME	\$19,843.89	\$1,187.68	\$18,656.21	1,670.81 %

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	Jan	Feb	Mar	Apr	May	Jun	July	August	Sept	Oct	Nov	Dec
2021	\$ 18,301.64	\$ 23,099.51	\$ 18,303.45	\$ 24,036.41	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2020	\$ 11,308.35	\$ 15,366.34	\$ 17,569.81	\$ 21,383.15	\$ 15,594.49	\$ 19,524.90	\$ 15,386.93	\$ 11,058.64	\$ 17,546.89	\$ 15,941.06	\$ 13,230.51	\$ 39,777.85
2019	\$ 17,569.78	\$ 14,624.00	\$ 18,665.36	\$ 23,108.86	\$ 18,451.39	\$ 21,550.35	\$ 26,575.65	\$ 18,203.96	\$ 20,721.98	\$ 11,970.62	\$ 15,224.24	\$ 22,882.88
2018	\$ 18,463.82	\$ 14,225.70	\$ 22,042.75	\$ 18,781.46	\$ 17,763.72	\$ 12,457.88	\$ 16,807.81	\$ 14,996.62	\$ 14,645.47	\$ 15,385.64	\$ 19,524.80	\$ 25,381.92



	Jan	Feb	Mar	Apr	May	Jun	July	August	Sept	Oct	Nov	Dec
2021	\$ 18,301.64	\$ 41,401.15	\$ 59,704.60	\$ 83,741.01	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2020	\$ 11,308.35	\$ 26,674.69	\$ 44,244.50	\$ 65,627.65	\$ 81,222.14	\$ 100,747.04	\$ 116,133.97	\$ 127,192.61	\$ 144,739.50	\$ 160,680.56	\$ 173,911.07	\$ 213,688.92
2019	\$ 17,569.78	\$ 32,193.78	\$ 50,859.14	\$ 73,968.00	\$ 92,419.39	\$ 113,969.74	\$ 139,528.98	\$ 157,732.94	\$ 178,454.92	\$ 190,425.54	\$ 205,649.78	\$ 228,532.66
2018	\$ 18,463.82	\$ 32,689.52	\$ 54,732.27	\$ 73,513.73	\$ 91,277.45	\$ 103,735.33	\$ 142,742.92	\$ 157,739.54	\$ 172,385.01	\$ 187,770.65	\$ 200,137.13	\$ 220,088.07

Day Center Report

Stephen Boss

May 11, 2021

Progress

- Purchased Whirlpool Gas Dryer currently in Trinity Library – not yet installed
- Washer from Diane picked up and is located in Trinity Library Room – not yet installed.
- Pastor picked up/picking up under trays for each appliance – floor protection
- Doe to add dryer vent - WIP
- Drain and Natural Gas lines have been installed in the SE Corner of the Room
Note: DOE to finalize utilities/install washer/dryer.
- Stephen and Janet are still going through the library card catalog pulling cards for items that have been disposed of. We are making progress.
- Stephen will continue to go through the library collection weeding materials over time.

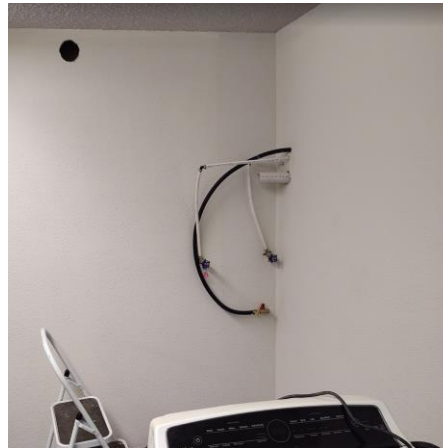
To Do

- Setup a sub-committee to define and then formalize services for Day Center Guests
- Sub-Committee will review services available in the community, put together a report of available services vs. services identified as gaps.
- Work with community partners to formalize the flow of clients to services and work on any gap closure from the gaps identified. Work on this will continue over the summer.



New Washer – In Box

Washing Machine – Thanks Diane!



Utilities and New Dryer Vent Going In