

Atonement Council Minutes — 05/22/2024 at 7:00pm

Council Attendees (7/10)

Matt Badding (zoom)	Lyn Bowers	Angie Brickson
Dave James	Curtis Klaassen	Greg Moffitt
Jeremy Otto	Neil Pfeiffer	Dave Stelzer
Laura Trentadue		

Other Attendees

Pastor Zac Sturm, Pastor Jordan Stone, Mike Daley, Traci Johnson (zoom), Nathan Choate (zoom)

OPENING

Opening Devotions/Prayer: Pastor Zac

COUNCIL AGENDA

April Minutes

- **MOTION #1:** (Lyn Bowers moves/Angie Brickson seconds) Motion to approve the council meeting minutes from April 24, 2025 without corrections.
 - 6 voting members present: **6 in favor, 0 oppose, 0 abstain. Motion Carries**

Pastor Report: Pastor Zac

- May has been a busy month. We recognized the sound technicians; we are recognizing Ros and her retirement from Atonement. The MP3 bible study just wrapped up. A few memorial services for the month. Next will be getting ready for summer.
- Synod Assembly will be in two weeks, the Bishop election will be main item of focus.
- Immediately after Synod Assembly, Pastor Zac will be gone with Drew for the week heading to Rainbow Trail youth camp, leaving early in the morning at 3:30am to drive to Colorado.

Horizons Stewardship Proposal Update: Pastor Zac & Curtis C

- There was a new development since the original Horizons Stewardship proposal to Council in March and update in April. The original packaged proposal to Council included three components: a Strategic Plan development, the Next Level Generosity annual giving campaign, and a three-year capital campaign.
- When re-reading through the prepared contract for the quoted price of \$78,000, the quote did not include the Strategic Plan component, it was only the annual giving campaign and the three-year capital campaign.

- Keith Mundy started to inquire about different price options for specific combinations. One combination would be to include the Strategic Plan development and the three-year capital campaign, leaving out the annual campaign, and the price would be similar, around \$77,000. A second combination is pairing the Strategic Plan and annual giving campaign and leaving out the three-year capital campaign for now, which can still be implemented separately as a follow on, needs to be asked what that price combination would be.
- When consulting with the Staff, they feel strongly that Atonement should include the vision and strategic thinking to help determine a “why” for asking for annual and capital giving campaigns.
- Current financial projections and building costs were raised as a considerable concern the longer Atonement waits to address a capital giving campaign, which a vision plan doesn’t solve directly.
- Discussion was largely around whether the focus for assistance should be on the giving and capital campaigns to help with raising funds as the priority, and Atonement could conduct the vision work on our own. Or if assistance with vision work with a prepared plan and output will be better driver of how to ask for giving and raising engagement, working with Horizons for initial giving assessments, staging the financial assistance and ensuring efforts are showing positive results.

Treasurer’s Report: Mike Daley

Current Financial Position for May

- Current cash-flow problem: Accounts at the April month-end, cash was \$102,000. Account balance Today (May 22nd) we are down to only \$47,000 in cash, Traci has temporarily had to shift cash from Campus Sustainment just to pay bills.
- Campus Sustainment: since we asked for dedicated campus sustainment giving in last fall’s commitment campaign, it has disrupted general fund giving by almost an even amount. Recommendation is to pause the automatic re-allocation of the \$12,500 per month from the general fund into the Campus Sustainment fund. All campus sustainment dedicated giving each month will continue to flow into the Campus Sustainment fund. So far based on commitments, approximately \$42,000 of pledged \$115,000 has been received, remaining \$73,000 still to come.
MOTION #2: (Dave James moves/Angie Brickson seconds) Motion to stop, starting in May until revisited, the monthly automatic transfer of \$12,500 from general fund to campus sustainment.
 - 6 voting members present: **6 in favor, 0 oppose, 0 abstain. Motion Carries.**
- **DECISION:** Recommendation to reduce currently allocation to Outreach budget. Current allocation is \$8,340 per month, which is now higher than the 8% allocation of received giving. Suggestion is to reduce budget by \$1,000 to \$7,340: lowering giving to Synod by \$500 and lowering general outreach giving by \$500.
 - No vocal objections, **consensus approves.** (no vote required)
- **DECISION:** Recommendation to memo all staff that we need to reduce all budget spends to required items only, attempt to save all discretionary spending.
 - No vocal objections, **consensus approves.** (no vote required)

April 2025

Topline & Giving

- April deficit was \$25,000 (which matched the budget plan)
- Giving was \$3,000 below budget
 - excludes dedicated giving to Campus Sustainment of \$7,000
 - excludes Lenten giving of \$2,000 which goes to Lutheran Disaster Response

Balance Sheet

- Cash balances were:
 - \$102,000 in unrestricted cash (prior month: \$138,000),
 - \$296,000 in restricted cash (prior month: \$284,000),
 - \$398,000 total cash (prior month: \$422,000).
 - Unrestricted cash of \$102 remains concerning as it contains advance giving of \$117,000.
- Advanced giving balance is \$117,000 (prior month: \$127,000),
Campus Sustainment is \$194,000 (prior month: \$186,000).

Budget

- Expenses were \$3,000 better than budget with the following line-item variances noted:
 - Worse – Café due to higher Easter spend: \$900
 - Worse – Worship: \$8,500. Note: YTD Worship has spent \$26,428 (49%) of a full-year budget of \$53,420
 - Better – Property and Utilities due to lower costs across nearly all categories: \$8,000
 - Better – Communications due to timing: \$600
 - Better – KFam/YFam due to timing: \$1,000
- Year-to-date expenses are \$1,000 worse than budget
- Year-to-date giving is \$41,000 worse than budget (excludes Campus Sustainment giving)
- Year-to-date total deficit is \$104,000 (Year-to-date deficit plan was \$64,000)
- Year-to-date budget variance is \$40,000 worse (prior month: \$40,000 worse)

Properties & Operations: Dave Stelzer, Greg Moffit, & Toni Pearson

Building Automation System:

- The current building automation system is outdated, and originally approved amount for repair and replacement was \$37,000.
- The current system does not include the ability to bring in fresh air into the system, which may not be to code, and recommended to increase the cost by \$16,000 higher to allow for automatic ventilation of fresh air. Estimated total cost now at around \$53,000.

MOTION #3: (Dave James moves/Lyn Bowers seconds) Motion to approve Toni Pearson, Director of Operations, to spend an additional \$16,000 for the building automation system.

- 6 voting members present: **6 in favor, 0 oppose, 0 abstain. Motion Carries**

Office Move Relocation and potential Preschool/Daycare:

- Discussion at the Executive Committee meeting was there were concerns moving forward with the Staff Office Move plan from confusion of original proposal, plus if the upstairs education space might also be desired by a potential move of the First Lutheran Early Education Center preschool to Atonement.
- PZ: we should know more about likelihood of any possibilities by fall/Thanksgiving timeframe.
- **COUNCIL REQUEST** to put office move plan on hold. Also to use the proposal template when it is brought back to Council to better communicate details and explain the vision and purposes.

Notes from Staff Report:

- Forward planning will be important as we coordinate for future expenses, projects, and budget planning.

COMMITTEE REPORTS

Personnel: Dave James

- Dave has been working on proposing for a new/full member be on the Personnel Committee from the Council, or another option is to increase the involvement and information sharing of the current liaison, working through some questions about being a voting position. Dave has had great discussion with Dan Greer, member of the Personnel Committee, and Dan will help make progress. Discussions will continue into the next Council and with the next liaison.
- The current chair, Julie McPhee's three-year term on the committee is expiring and the recommendation is to renew her involvement on the committee for another term.

MOTION #4: (Dave James moves/Angie Brickson seconds) Motion to renew Julie McPhee's three-year term to serve on the Personnel Committee.

- 6 voting members present: **6 in favor, 0 oppose, 0 abstain. Motion Carries**

Reconciling in Christ & Atonement Welcome: Neil Pfeiffer & Angie Brickson

- Neil delivered the progress update to the congregation during the May Congregational Meeting, indicating the Council is continuing the work of discussing the path forward on Atonement's Welcome and Reconciling in Christ conversation with the congregation.
- Next steps are listening for feedback, starting to develop details on a proposal plan.
- Primary focus continues to be on outcome of Bishop election and upcoming Horizons Stewardship information sharing and congregational vote.

President's Report & Action Minutes: Curtis Klaassen

- YouTube – Neil and Matt making progress on coordinating larger group (Nathan Choate, Rick Deasley, David Swinehart) to have idea sessions around future improvement possibilities.
- Monthly bulletin half sheet – Nathan is making progress on what will be included, thinking will be once a month or every other month. Can also look at targeted E-blasts to members if felt like a more appropriate than putting it in the bulletin insert.
- For next month, Pastors will try to get the list of new members assigned to each Council member to reach out to and welcome.

CLOSING

Closing Prayer: Pastor Jordan

Adjourn – 9:03pm

Recorded by: Neil Pfeiffer

Submitted for council review: 06/23/2025

Approved: 06/26/2025