

# ***Trinity Evangelical Lutheran Church of Orlando, Florida***

***Regularly Scheduled Voters' Assembly Meeting  
Trinity Lutheran Church Sanctuary  
Monday – June 25, 2018 - 6:30PM  
Worship – Witness – Word – Fellowship – Stewardship***

## ***DRAFT Minutes***

### Welcome & Call to Order-Ted Lange

- Call to order, passing out materials
- A total of 52 members of the congregation were registered and counted
- Agenda attached

### Review Mission Statement-Ted Lange

### Opening Devotion & Prayer-Ted Lange & Reverend Kallesen

- Readings from Psalms, Romans, Philippians, and Proverbs on our vision for Trinity

### Approval of Minutes-Ted Lange

- Regular voter's meeting Apr. 9, 2018
  - Minutes were posted online for review
  - Motion to pass-Ted Lange, seconded-Kathy Aber
  - Motion passed unanimously by verbal vote
  - The approved minutes are available on the members resource web page and the church office.

### Ministry Moment & State of the Parish Report-Rev. Kallesen

- Trinity Cottage Meetings
  - Phase I-Congregational engagement through cottage meetings in intimate settings. Over 100 congregational members participated and provided replies to six clarifying questions
  - Phase II-School Survey – next in progress of Cottage meetings
  - Phase III-Community Survey
  - Of many ideas and thoughts, three main themes that identify core-Trinity values are,
    - Ministry-It is what we do, we make disciples
    - Values-Why we do it-Worship, Connectivity (sense of belonging/family), Educate, Witness Outreach
    - Vision-Direction of a preferred future that we work on together
- 33<sup>rd</sup> District Convention-Trinity hosted and altar guild served communion
- 100<sup>th</sup> Anniversary

- This is a year-long celebration with May 2019 identified as a time with specific celebrations being planned

### General Manager Report-Eric Havens

#### ➤ Full report attached

- Thank you to staff and volunteers for dedication, service, and demanding hours.
- Magnolia building moving back to main campus.
- Many repairs to the AC
- Maintenance:
  - VCT floors burnished and waxed
  - Rubber floors scrubbed and sealed
  - Gymnasium floor recoated
  - Termite problem being addressed

### Nominating Committee Report-Maggie Bowles

#### ➤ Full report attached

- Maggie provided a review of the nominating process, who the nominating committee members are, and the candidates for serving in both the two-at Large Leadership Council Positions and as Elders.
- Tom Finger provided a quick summary of current and nominated Elders as well as how Trinity Elders faithfully serve in many aspects of ministry at Trinity.
- Candidates for Leadership Council at-large positions were provided an opportunity to speak. Bob Blackwood, Mary Beth Brink, and Tim Norris each gave a summary of their desire to serve Trinity. It was also announced that Wendy Havens withdrew her name from consideration to serve on Leadership Council.
- There was a motion to affirm all other nominations for the Elders Ministry Team and Leadership Council-Maggie Bowles, seconded-Gregg Yawman-unanimous verbal vote
- A paper ballot vote was taken and tallied by Nominating Committee members Gregg Yawman and Maggie Bowles. Final results were announced later in the meeting. Bob Blackwood and Tim Norris will serve two-year terms as members at-large on the Leadership Council. This is a second and final term for Tim while Bob is serving his first term.
- Pastor Kallesen prayed for the Leadership Council and Elders Ministry Team and for those who sought to volunteer to serve.

### School Ministry Report-Bev Middleton

- School Board Report-Kathy Aber reported on behalf of School Board President Bev Middleton who is on vacation.
  - Marketing and recruiting team established and working
- K-8-Kevin Brockberg
  - Recognized Super Viking Parents of the Year at graduation
  - Teacher aide baptized
  - 8<sup>th</sup> grade student, Michael, is now reading his bible daily and having discussions with Pastor

- Infinite Blessings Program-to support raises and fund scholarships
- CDC-Patty Moser
  - Full report attached
  - Ministry Moment: Kids decide what they want to study, right now it is rocks. This led to pet rocks, geodes, a father built a volcano, another geoengineer father talked to them, and led to a service project for Hawaii
  - VBS in PreK 3 & 4
  - 9 openings-4 held for moving up

## Finance Report-David Wilkosz

- Reports attached
- Reviewed FY 2018-19 Proposed Budget Overview and other support documents and forecasted a provisional budget for 2019-20
  - Total revenue budgeted \$5.321 million, increase of \$79,914
  - Total operating expenditures including principal and interest \$5.566 million, increase of 0.10%
  - Payroll and benefits are \$3.372 million (67%) of total expenses, up from last year
  - Facilities and support is \$861,355 up 2.85%
    - Parking is an issue and the cost of the garage is increasing, more building is coming-Travel Lodge has been sold, etc.
  - Church ministry \$935,927-revenues
  - Youth ministry \$7,500
  - School ministries \$567,344
  - CDC ministry exceed \$3,269 million-revenues, \$2,825,103-expenditures
  - Food services-healthy eating initiative, pricing remains the same
  - Magnolia property revenue goal \$71,500 rental income
  - Mortgage-LCEF- principal due June 30, 2018 is \$7,130,135.25
    - 20 year loan-variable interest rate increased from 3.875% to 4% on June 13, 2018
    - Monthly payment \$45,900.81
  - Bridge loan-balance \$662,877.12 matures May 13, 2019- rate of 4%
  - LCEF Investor Rebate-\$61,197 used to help balance budget
  - Motion to accept the FY 2018-19 budget and provisional forecast for the FY 2019-20-David Wilkosz, seconded-Buddy Puch
    - Called to question-Ted Lange
    - Passed by unanimous verbal vote

## Leadership Highlights-Ted Lange

- Highlights of Leadership Council Activities since April-Ted Lange
  - The board continues to work on developing an appropriate organizational structure for all operations at Trinity. This will be a multi-year process as the board and staff work to build appropriate structure and function to match both the business and ministry functions of our organization to best fit our needs. We do know and understand that this will also involve making changes to our current Trinity By-Laws.

- The board heard about and fully supported development of a Trinity Chapter of the LCMS Ministry to the Armed Forces, Project Barnabas which will focus on outreach and ministry to veterans in our community.
- The board continued to work with our administrative staff on developing standardized financial and budget reporting.
- Priorities for the coming year will include, but won't be limited to,
  - Carrying forward and completing the Trinity Cottage Meetings engagement with the congregation, Trinity's school families, and the community with reporting to the congregation.
  - Campus properties including restoring the admin and ministry staff onto our main campus, renovation and leasing of the Ruth Lane Homes and renovation and leasing of the Magnolia Ministry Center.
  - Policies to support a comprehensive campus-side security plan
  - Policies for ministry volunteer background checks
  - Policies for media relations
  - Volunteer and staff confidentiality procedures
  - Policies for concealed weapons on campus
  - Promotion of the Ministry and Education fund as we further develop this into a Trinity Endowment
  - Further clarify and establish human resources policies on campus
  - It is your presidents hope that members of the congregation will serve on various advisory committees to support these council priorities. The advantage is more broad-based participation in shaping Trinity policy.
- The Council is working on details for a Leadership Council retreat near the end of the summer
- Campus Development Task Force-Rocky Smothers
  - Progress since the last task force Town Hall meeting has been slow. We anticipate receiving full Scopes of Work for the K-8 office repositioning, Ruth Lane houses renovation and Magnolia renovation in the near future. The main impediment to quickly turning around this work has been the aggressive construction market in Orlando.
  - The task force is anxious to move forward with a congregational presentation on these projects.

## Adjournment & Close-Ted Lange

- Closed by praying the Lord's Prayer & singing Doxology