

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

***Regularly Scheduled Voters' Assembly Meeting  
Trinity Lutheran Church  
Monday – July 29, 2018 - 12:15PM  
Worship – Witness – Word – Fellowship – Stewardship***

## **DRAFT Minutes**

### **Welcome & Call to Order-Ted Lange**

- A total of 48 voters were registered and counted
- Call to order, passing out materials
- Agenda attached below and Campus Development Task Force Motion

### **Review Mission Statement-Ted Lange**

- Congregation read the Trinity mission statement together

### **Opening Devotion & Prayer-Ted Lange**

- Reading from Ecclesiastes 3 and opening prayer

### **Campus Development Task Force-Rocky Smothers**

- Review of members that have worked on the task force and projects
  - Task Force members: Chair Rocky Smothers, David Wilkosz, Bob Blackwood, Kathy Aber, Tim Norris, Maggie Bowles, Eve Newshutz, Carolyn Burnette, and Pastor Kellesen
- Review of Leadership Council directives on task force focus in June 2017
  - Review with congregation the Century 2 ministry/properties vision for Trinity and develop plans on behalf of the council for,
  - Restoring the Pastoral Office along with support staff on the main campus.
  - Restore sanctuary including carpet, painting, pulpit lighting, exterior stained glass, interior window repairs and ceiling repairs.
  - Determine feasibility, costs and returns for renovation and leasing of the three Ruth Lane houses.
  - Develop pro forma estimates for options to lease all available space in Magnolia Ministry Center, leveling the center for staff and congregational parking, selling the center and making no changes.
  - Continue strategic thinking on areas of ministry support and expansion including Food Service cooler and Heritage Hall stairs.
- The motion for petitioning LCEF for a loan for the Staff move, restoration and leasing of the Ruth Lane Houses, restoration and leasing of Magnolia Ministry Center, installing the food service cooler and refurbishing the Heritage Hall exterior stairs was read aloud by Ted Lange and seconded by Rocky Smothers

- Discussion-Rocky introduced Mark Meyer from Foundry Commercial reviewed each project scope, challenges and objectives
  - Library Renovations**-Restoration of Ministry Office in Livingston Admin building with school K-8 off returning to Heritage Hall where current library is located. Library renovation will plan for education administration office and work room for teachers
    - Fire alarm brought up to code
    - Restrooms inside
    - Completed after school starts
  - Magnolia Ministry Building**
    - Lots of renovations to bring u to current leasing standards
    - Great opportunity for leasing to tenants due to location in downtown and courthouse
    - Financing to cover cost-not many options
    - HVAC units need to be replaced and roof checked
    - Working to be COST NEUTRAL
    - Tenants that will pay maximum amount to cover costs
  - Exterior Stairs on Heritage Hall**
    - Treads, risers, landings, and rails- some need repaired, some need replaced
    - Color determined in future
  - Food Service Cooler**
    - Confirming location and size
  - Residential Renovations-3 Ruth Lane Houses**
    - Attractive area to rent
    - Fireplaces will remain for appearances, but not be active
    - Make open porch again
    - Structural engineer-gift in kind
    - All need renovated and follow Historic Eola Heights standards
    - Energy efficient windows and lights
    - Replace roofs
    - Some re-stuccoing
    - Replace bathrooms and kitchens
    - Some wood floors need to be refinished
    - All city code violations will be addressed
    - 8-month renovation timeline
- Questions
  - Library moved to 3<sup>rd</sup>/4<sup>th</sup> grade room in Heritage Hall
  - Term of loan-20 years-hope for repaying sooner
  - Homes done first to start bringing in revenue stream
  - Magnolia Property will take about 6 months to renovate-part of loan is to cover cost of building before revenue stream can come in
  - Foundry will market the properties-looking for 90% capacity at least

- Will we be able to handle other issues that might come up? Barring catastrophic event, costs are in our budget
- Revenue stream is based on multiple sources
- Call to Question on Motion
  - Written ballot-46 yes, 1 no-motion passes

**Adjourn & Closing Prayer- Ted Lange and Pastor Kallesen**

# MEETING ATTACHMENTS

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

*Special Voters' Assembly Meeting*

*Trinity Lutheran Church Sanctuary*

*Sunday – July 29 – 12:15PM*

**Worship - Witness - Word – Fellowship – Stewardship**

***“Our mission is to proclaim the Gospel of Jesus Christ through ministries which strengthen and equip people for Christian witness and service in downtown, metropolitan Orlando, and the world”***

### **Meeting Agenda**

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**Welcome & Call to Order**

**Ted Lange**

- *Eligible voters sign-in*

**Review Mission Statement**

**Opening Devotion and Prayer**

- *Devotional* from Ecclesiastes 3

**Campus Development Task Force**

**Rocky Smothers**

**Closing Prayer**

**Rev Doug Kallesen**

***Adjournment & Close with the Doxology***

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### **Notes & Meeting Protocol:**

All eligible voters (Communicant members, age 18 and up) sign roster attendance roster. \*Votes Required.

In order to make the most productive use of the two and one-half (2.5) hours allotted for the Voter's Meeting, the following procedure will be announced by the chair where "in order" motions have been made or are anticipated:

1 – A maximum of ten (10) minutes of discussion or Q/A total per agenda item (as announced/published); except where approved by Voters (simple majority) to extend for an additional 10 minutes.

2 - Voters who desire to be recognized by the Chair to speak, please stand to be queued to gain access to the "floor microphone." Once recognized, each individual will have a ***maximum of two minutes*** to address the Voters.

3 – Speaking time limits of individual Voters recognized by the Chair, or Q/A limits will be kept and announced by Parliamentarian/VP.

4 - When the total discussion time limit is up, the chair will recognize (further) motions ("I move that...") and proceed according to Roberts' Rules of Order. Our By Laws specify that the VP is the permanent Parliamentarian.

**The next Regular Voters' Assembly will be scheduled for fall of 2018**

### **Ecclesiastes 3, Everything Has Its Time**

- 1 To everything there is a season,  
A time for every purpose under heaven:
- 2 A time to be born,  
And a time to die;  
A time to plant,  
And a time to pluck what is planted;
- 3 A time to kill,  
And a time to heal;  
A time to break down,  
And a time to build up;
- 4 A time to weep,  
And a time to laugh;  
A time to mourn,  
And a time to dance;
- 5 A time to cast away stones,  
And a time to gather stones;  
A time to embrace,  
And a time to refrain from embracing;
- 6 A time to gain,  
And a time to lose;  
A time to keep,  
And a time to throw away;
- 7 A time to tear,  
And a time to sew;  
A time to keep silence,  
And a time to speak;
- 8 A time to love,  
And a time to hate;  
A time of war,  
And a time of peace.

### **The God-Given Task**

<sup>9</sup> What profit has the worker from that in which he labors? <sup>10</sup> I have seen the God-given task with which the sons of men are to be occupied. <sup>11</sup> He has made everything beautiful in its time. Also He has put eternity in their hearts, except that no one can find out the work that God does from beginning to end.

<sup>12</sup> I know that nothing is better for them than to rejoice, and to do good in their lives, <sup>13</sup> and also that every man should eat and drink and enjoy the good of all his labor—it is the gift of God.

- 14 I know that whatever God does,  
It shall be forever.  
Nothing can be added to it,  
And nothing taken from it.  
God does it, that men should fear before Him.

- 15 That which is has already been,  
And what is to be has already been; And God requires an account of what is past.

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

**Special Voters' Assembly Meeting  
Trinity Lutheran Church Sanctuary  
Sunday – July 29 – 12:15PM**

## **Campus Development Task Force Report and Motion to Petition for LCEF Loan**

This proposed LCEF Loan petition is based on being “Cost Neutral” to the existing and future Annual Operational Budgets of Trinity Evangelical Lutheran Church, Orlando, Florida; a.k.a. “Trinity Downtown.” The Cost Neutral definition for this loan is requires the Loan (inclusive of Principal & Interest), must be totally funded / paid for from the revenue streams of the leasing/rental of the Ruth Lane dwellings, and the Office Suites in the 427 N. Magnolia Office Building.” LECF will not approve this loan for Trinity, if Cost Neutral is not vetted and submitted as Cost Neutral.

*Motion: The Campus Development Task Force, on behalf of the Trinity Leadership Council, motions to the Congregation of Trinity Evangelical Lutheran Church, Orlando, Florida, on this 29th day of July 2018, to petition the Lutheran Church Extension Fund, our Ministry Partner and Lender, for a Property Improvement Loan not to exceed \$1,988,000.00 in value; for the purposes to execute three (3) Campus Workstreams which are: (1) Conversion of the Heritage Hall area now occupied by the Library to its legacy configuration as the K-8 Administration Offices; also to refurbish or replace the exterior stairs to Heritage Hall; and the placement of a Walk-in Refrigeration Cooler to support the CDC & School Lunch child nutrition program; (2) Restoration & rehab of the three Ruth Lane dwellings from their existing legacy child care configurations, back to living space for the purposes of long-term lease to generate a revenue stream; and (3) to conduct rehab & restoration work of the 427 N. Magnolia Ministry Center to current code standards to achieve "Class C or C+" office space for lease as either a single tenant, or office suites for the purposes to generate a revenue stream."*