

**First English Lutheran Church  
2024 Annual Meeting  
January 28, 2024**



**First English Ev. Lutheran Church  
Annual Meeting of the Congregation**

**January 28, 2024**

**Noon**

**On-site & Community Zoom**

**Agenda**

1. Call to Order
2. Opening Prayer
3. Establishment of Quorum
4. Zoom Voting Explanation and Test
5. Review of Robert's Rules of Order
6. Approval of 2023 Annual Meeting Minutes
7. Nominating Committee Report and Elections
8. Ministry Reports
9. Transition Ministry Update
10. Transition Team Report
11. Treasurer's Report: 2023 Financial Statements
12. 2023 Annual Endowment Fund Report
13. FELC 2024 Proposed Ministry Budget
14. Thanksgivings
15. Other Business
16. Closing Prayer
  - O God, you have called your servants to ventures of which we cannot see the ending, by paths as yet untrodden, through perils unknown. Give us faith to go out with good courage, not knowing where we go, but only that your hand is leading us and your love supporting us; through Jesus Christ our Lord. Amen.**
17. Adjournment

## **FELC Annual Meeting**

January 22, 2023

### **Call to Order and Opening Prayer**

- Congregational Council President Allen Jensen calls the meeting to order at 12:00pm. Bryan Rust leads the congregation in an opening prayer.

### **Establishment of Quorum**

- A minimum of 10% of confirmed members is required for a quorum (n = 22). Quorum was established, with 39 people attending in person and 5 on Zoom for a total of 44 members.

### **Review of Robert's Rules**

- Joe Cain reviews *Robert's Rules of Order*

### **Zoom Voting Explanation and Test**

- Voting for those attending on Zoom will proceed via Zoom poll. The online attendees complete a practice poll.

### **Approval of 2022 Annual Meeting Minutes**

- The minutes from the 2022 annual meeting were submitted electronically prior to this meeting.
- Heidi Goebel moves to approve the minutes. Ann Wiebe seconds. There were no votes in opposition. The minutes were approved. The motion carries.

### **Nominating Committee Report and Elections**

- Representing the Nominating Committee, Gwen Flory presented following slate of members nominated for the Council to begin February 2023 for three-year terms: Nancy Baden, Kristin Mundy, Benjamin Rhode, Laru Woody. President Jensen invites Discussion. No motion is needed, as the nominations come as a motion. There were no votes in opposition. The motion carried.
- Nancy and Randy Baden were nominated as Synod Assembly representatives. There were no votes in opposition. The motion carried.

### **Staff Reports**

- Bryan Rust presented written staff reports prior to the meeting. Below are some he highlighted verbally: Submitted written reports.
- Bryan invites the participation of the congregation in the transition and restarting worship ministry, learning ministry, mutual ministry teams.
- The Congregational Council completed an outreach plan in 2020, which was stymied by the pandemic. Bryan recommends that the current Council revisit and revive the plan.
- Vision of Hope AME has moved to a new site but we remain connected to them.

- Capital Improvement plan this year: we painted the sanctuary and improved the lighting—this has been great for our regular worship but also community members who use the space (e.g., for recording or music performances).
- A livestream ministry began during pandemic and has flourished. Bryan decided to pause livestream for the next three Sundays because Pastor Coffey did 70% of the livestream set up and the other volunteers who ran the livestream (JP Northcutt, Charlies Boaz) do not know how to do it. The livestream ministry, however, is something we wish to continue.
- Bryan offers thanks for care, love, support during surprise health issues. He shares he is doing fine. And thanks for prayers. Bryan shares that he intends to stay at FELC as long as we will have him and as long as the Spirit calls him to do so. His health will always be a factor in what he can and cannot do, and he will encourage cajole others in the congregation to support and lead during the transition.
- Should maintain our culture of listening and allowing a diversity of voices to be heard. We have a great tradition and still have ways to grow.
- The internship program last year (2021- 2022) was difficult. Bishop Briner put our internship site on pause and lifting the pause was conditional on some stipulations. Those stipulations have been addressed. Wes Isberner was recently approved for ministry. Pastor Coffey is no longer the supervisor at FELC. Brad Fuerst is no longer a shared internship supervisor with FELC. We want a good, solid relationship with the Bishop's office, who will guide us through this time of transition. We have a 50-year tradition as an internship site and we should decide if we would like to request the pause be lifted from our internship site once the new called pastor is settled. We will not have an internship during this transition time.
- Pastor Bob Karli shares with the congregation that not every pastor has the skillset to be a supervisor and encourages the call committee to look for that in candidates, should that be something we decide to look for in a pastoral candidate.

### **Worship Participation Data**

- Bryan Rust reviews worship participation data and shares that the high point of our livestream attendance was Christmas Eve in 2020. Recent participation has been considerably lower.

### **Parish Records**

- Upon the pastor's leaving, the parish records must be certified by the Council Secretary. Bryan Rust is working from switching from the electronic database used by Pastor Coffey to a new one. Pastor Coffey also recorded the names of all parishioners in writing before he left. The Council Secretary (Andrew Koepp) will work with Bryan in the coming weeks to certify the parish records.

### **Verbal Ministry Reports**

- Charlie Boaz shared updates from the Scouting program. The Scouting program is a ministry of the church (not just an outside group). The pandemic lowered

participation and recruiting. Cub scout participation is low but a new leader has been doing recruiting. The boy scout troop has been very successful in producing eagle scouts, but the troop is effectively dissolved because they have no participants currently. A group of people are starting to recruit again and the program is open to boys and girls. The Scouts group was chartered in 1941 and Cub Scouts was chartered in 1950 (and has had continuous representation since then). Charlies welcomed help in recruiting for these programs.

- Charlie Boaz: reported on game night ministry. Attendance fell considerably during pandemic years, but they are slowly building back. The most recent iteration had 3 tables. It is a monthly, low-pressure potluck.
- Ann Wiebe reported on book club, which has been going strong for 11 years. They read one book per month and are always looking for new books, ideas, people. Ann invites participation in the book club.
- Mari Ward offers a report on Care team. FELC has been a Stephen ministry offering care to members of the congregation experiencing, illness, grief, divorce, and the like and had been doing so in partnership with St Martin's. Recently, St Martin's ended the partnership. FELC is now establishing a new care ministry in our church, one that is more flexible and better tailored to a smaller church like ours. Mari invites participation in the care team.
- Barbara Wiederanders reported on the racial justice task force and action team and references highlights on the written handout including gathering funds to support Huston-Tillotson University and planning the upcoming pilgrimage to Montgomery.
- A written report will be provided regarding the Micah 6 ministry.
- Barbara Schutz reported on the prayer circle. With Lois Holt, they have been gathering for more than 25 years. They gather every Tuesday on Zoom, offer intercessory prayer for those on the FELC prayer list, national and international concerns, and gratitude and thanksgiving. Barbara invites participation in the prayer circle.
- Bryan highlights two upcoming events: February 21<sup>st</sup> Fastnacht event, followed by Ash Wednesday. Everyone has to invite at least one other person.
- Randy Baden announces the annual chicken barbecue on Saturday April 29 and Randy invites leadership on entertainment.

### **Transition Ministry Update**

- President Jensen shares that executive committee had a productive meeting with the Bishop and Deacon of our synod about starting the transition process. They are already guiding us in the process.
- The next step is that the Council forms a transition team. This team puts together our church profile and decides on our strengths and needs. That report is sent to the synod to identify matches with potential candidates. Then a call committee is formed and this committee reviews candidates. President Jensen expresses confidence that we will get excellent candidates.

- The call committee then brings a recommendation for a pastor candidate to the congregation to decide. The transition will not likely be a quick process and it is an investment—we want our next called pastor to be a good fit and stay for another 15 years.
- The Transitional pastor is appointed by the synod with approval from the congregation. We have shared with the Bishop that we are looking for a “do no harm” pastor, here for spiritual guidance and to preach twice per month. They will also lead some discussions for the transition. The Bishop will let us know some time this week about who our transitional pastor will be and when that person can begin.

### **Treasurer’s Report**

- A written report was delivered by Joe Cain. Highlights include:
- FELC ended 2022 with a net zero balance, as our surplus was distributed, half to mission support, one-quarter to emergency borrowing fund and one-quarter to benevolence.
- Unified giving was lower than budgeted, but some of the bills were smaller (vicar program ended early, Pastor’s insurance premiums dropped).
- Were able to distribute provisional surplus (\$32,717.53)

### ***Endowment Fund report***

- FELC’s endowments are run by the endowment committee, which receives and approves requests from the church council for use of endowment funds.
- This year, funds were disbursed from endowments to fund the new A/C unit and new vestments.

### ***Proposed Ministry Budget***

- The budget projects that revenue will be similar to last year (both unified giving and other income).
- Expenditures are where changes have taken place relative to the previous year.
- When preparing a proposed budget the finance committee did not feel confident in trying to anticipate those changes due to staffing changes. They did, however, make increases to the salary consistent with social security interests for the music director and admin positions.
- With the departure of Pastor Coffey, we know this is likely not what we will spend this year during the transition. The Council discussed anticipated surplus and approved the recommendation of a floor amendment.
- President Jensen offers this floor amendment on behalf of the council to:  
 “Amend the budget to 1) create an expense line for transfer in the amount of \$10,000 per month to a reserve fund for pastoral and staff compensation and transition expenses 2) and reduce the pastor compensation lines by \$10,000 per month and anticipate an amendment to the budget when we resume paying a called pastor to discontinue funding the reserve and resume pastor compensation.” Todd Jermstad seconds the motion.
- None vote in opposition. The motion carries.

- This change will give FELC flexibility to pay some transition costs (like moving expenses) for new pastor when we need them (rather than surplus being disbursed quarterly). After the transition is complete, we can return any extra amount to regular income, any surplus of which would be disbursed as usual (half to mission support, on-quarter to emergency savings, one-quarter to benevolence).
- Now that the emergency borrowing fund has recovered, we have added some fixed benevolence giving into the budget (\$9,000) to be paid out unconditionally over the course of the year. Any surplus beyond that amount would still be paid out quarterly.
- There is a new budget line for the diversity ministry: \$200.
- Monica Lund asked why the anticipated income is the same as last year if the unified giving was actually lower than was budgeted in 2022?
  - Joe Cain responds that we anticipate a large amount from the Butler estate but this is not reflected in the budget, which would make up some ground. And it will be good to communicate financial strength to potential pastoral candidates.
- Lois Holt encourages the congregation to give generously, in response to what God has given us, not according to a budget.
- The congregation votes on the on budget as amended. None vote in opposition. The motion carries, and the amended budget is approved.

### **Thanksgivings**

- Bryan Rust extends thanks to:
  - Allen Jensen was president during three years
  - Gwen Flory recognized for serving as financial secretary
  - Joe Cain as interim treasurer
  - Going off church council: Teresa Ringness
  - Merrily and Terry Porter

### **Other Business**

- Fred Woody shares that the FELC Child Development Center is a part of the congregation. Has been operating for 50 years. Encourages Council to acknowledge that this year and promote knowledge of that in the community.

**Closing Prayer** by Erin McCracken.

Meeting adjourns at 1:37pm

## **Report of the Nominating Committee**

Each year a Nominating Committee is appointed by the Congregation Council to discern, seek, and nominate candidates for expiring or unfilled terms on the Congregation Council. The Nominating Committee also brings forth members of the Congregation to participate at the Southwestern Texas Synod Assembly as Voting Members of the Assembly.

The Nominating Committee members for this term are outgoing council members Derek Bridges, Terry Porter and Gwen Flory.

***The Nominating Committee presents the following slate for election as First English Congregation Council Members beginning February, 2024: Leigh Northcutt Benson, Mari Ward, Charlie Boas, and Margaret Bruesch, each for a full three-year term.***

### **Candidate bios:**

#### **Leigh Northcutt Benson**

Leigh Northcutt Benson is a native Austinite and a lifelong Lutheran. She is devoted to her faith, husband, son, extended family, cats, and garden. As a child, she attended Shepherd of the Hills Lutheran Church, until the entire Northcutt family moved to First English in 2003. Leigh was a public educator in AISD for 23 years, serving in teaching and administrative roles and specializing in civics education and equity work at Title 1 schools. She has always enjoyed singing in church and community choirs. Leigh is grateful to use her administrative and leadership experience in the service of FELC.

#### **Mari Ward**

“I joined FELC about five years ago when my husband and I moved to Austin from College Station to be closer to our grandkids. My father was called to be pastor at Our Saviour’s Lutheran Church in College Station when I was three years old, and I grew up in Bryan, College Station’s “sister city.”

After marrying a TAMU math professor in 1977, we settled in College Station and raised our family there. We attended Peace Lutheran Church in College Station for several decades, where I sang in choir and played piano and organ regularly. At FELC I’ve enjoyed singing with the choir and working on the Racial Justice and Care Ministry teams, and I look forward to getting to know my fellow church members even better now on the church council.”

#### **Charlie Boas**

“I was born and baptized into the LCA (predecessor to the ELCA). I was married in the LCA. I have been a member of FELC for about 25 years, and have been on our Council once previously. During worship I can be found filling such roles as Assisting Minister, Lector, Crucifer, Usher, and Live Stream Operator. I serve as the Chartered Organization Representative for our Scouting units, help coordinate the Game Night Outreach Ministry, and have recently started leading children's Faith Formation classes again. I have been known to trim branches, replace ceiling tiles, do ad-hoc electrical and plumbing repairs, and even lead theatrical endeavors on our stage.

Beyond FELC's walls, I volunteer heavily with Scare for a Cure, a charitable fund-raising organization supporting the Breast Cancer Resource Center of Austin, where I do construction, special effects, electrical work, and performing. I also do design work for local theatrical performances, and volunteer with the Scouting Organization in various roles. I am retired now, but my career history includes being a Geospatial Analyst, a Research Analyst, a Code Compliance Officer, a Living History Interpreter, a Retail Hardware Store Manager, a Theatrical Technical Director, a Short Order Cook, and a Circus Ringmaster. I am not afraid to politely share my opinions and to get my hands dirty. I look forward to serving again on Council."

**Margaret Bruesch**

"I found First English in 2008 after deciding to get back to my Lutheran roots. I find the worship experience here deeply satisfying and challenging in turn. Outside of FELC I am a soon-to-be retired software engineer. I share my home with a kind-hearted border collie mix named Comet. (Yes, I have pictures.). I look forward to serving on FELC council during this exciting time of transition."

***The nominating Committee presents the following slate for election as Synod Assembly Voting Member for the 2024 Southwestern Texas Synod Assembly: Claudia Barlow and Paul Barlow.***

Respectfully submitted,  
Gwen Flory  
Nominating Committee

# FIRST ENGLISH LUTHERAN CHURCH BOOK CLUB

## Annual Report 2024

The Book Club started in 2011 with a small group of readers who love to read and share books! We have met every month since then, mostly in member's homes, to share a potluck meal and discuss that month's book. Our meetings are now on Sunday afternoons, usually the second Sunday of the month, from 1:00 to 3:00 PM. So far, we've read 152 books, ranging over every kind of topic, non-fiction and fiction, from the 14<sup>th</sup> century to 2023, from obscure to popular books.

EVERYONE is welcome to Book Club, even just once. We love to have new members with new perspectives and points of view. You don't even have to have read the book, since our discussions encompass the general topic of the book as well as that particular book. Just contact me, Anne Wiebe, if you'd like to come to a meeting!

We strive to remain interesting to all by choosing our books from suggestions by anyone and everyone. (Let me know at [wiebeanne@hotmail.com](mailto:wiebeanne@hotmail.com) if you've read a great book lately!) We conduct a survey every year from the suggested books, to choose from that list the most interesting books - both to our readers and to others outside the group.

This year many of our suggestions came from lists of the most banned books in America. Here's the list of books and meeting dates for 2024:

1/14/24        *One Flew Over the Cuckoo's Nest*, Ken Kesey, fiction  
2/11/24 *We Had a Little Real Estate Problem*, Kliph Nesteroff, non-fiction  
3/11/24 *Candide and Other Stories*, Voltaire, fiction  
4/14/24        *Beyond Magenta: Transgender Teens Speak Out*, Susan Kuklin, non-fiction  
5/19/24        *Take My Hand*, Dolen Perkins-Valdez, fiction  
6/9/24         *The Autobiography of an Ex-Colored Man*, James Weldon, fiction  
7/14/24        *Their Eyes Were Watching God*, Zora Neale Hurston, fiction  
8/11/24 *Crying in H Mart: A Memoir*, Michele Zauner, non-fiction  
9/15/24        *The House on Mango Street*, Sandra Cisneros, fiction  
10/13/24      *Being Mortal: Medicine and What Matters in the End*, Atul Gawande, non-fiction  
11/10/24      *Psalm for the Wild Built*, Becky Chambers, fiction  
12/15/24      *The Bluest Eye*, Toni Morrison, fiction

We'd love to have you with us at Book Club!

Anne Wiebe

## Knitting Ministry

We continue to create shawls, winter hats and baptism blankets as needed in the name of First English Lutheran Church.

Submitted by Trish Karli

## ANNUAL REPORT 2023: FELC COLUMBARIUM COMMITTEE

The Columbarium Rules were adopted in February 2014. Those Rules prescribe a Columbarium Committee consisting of one Council member, the Pastor, and two members of the Congregation. The terms of service are to be staggered, creating one opening each year. The Committee has been without members for some period, so in October 2023 the Council appointed the following persons:

Rev. J. Mills, Transitional Pastor;  
Nancy Baden, Council member (2-year term on the Committee);  
David Neuse (1-year term);  
Fred "Fritz" Woody, (3-year term).  
*(Hereafter, terms are for three years.)*

*The Chapel of the Saints Columbarium* at First English is a subscription program. Congregational members and their families may subscribe for exclusive use of a niche for \$1200 (each niche can contain up to two urns). A shared niche has a subscription rate of \$600 per internment.

Each subscription contract calls for FELC to provide the urns and the engraving on the niche face-stone. Approximately 1/3 of the subscription fee covers those two expenses at the time of internment. The remaining 2/3 of the subscription fee is applied to the initial cost of installing the full sixty-niche columbarium.

There are many different sizes, shapes, and styles of urns available. From the outset in 2014, we have selected an urn which permits two to fit into each niche. The Committee plans to always keep at least one urn in stock, available on short notice.

The Committee facilitated two internments in 2023:

    Ginna Franke in November and Cynthia Cain in December.

We have 51 niches available. The Committee goal for 2024 is to contract at least five additional subscriptions.

Anyone desiring more information about Columbarium subscriptions, please contact any of the Committee members.

Submitted in January 2024 on behalf of the Committee,

***Fred L. Woody***

Frederick "Fritz" Woody, Chairperson

**First English Lutheran Church  
Companion Café  
Annual Report for 2023**

It is the mission of Companion Cafe to provide conversation, nourishment, and fellowship to our members, friends, and neighbors through the love of God practiced in a monthly meal at the church at which we host a member of the community to introduce and discuss with us a topic of interest and importance.

The meal is open to all, and most diners have been members and friends of the congregation and CDC families. Meals are priced at \$5.00 for adults and \$4.00 for children, but are served without charge when appropriate.

During 2023, Companion Café continued to be in recess. There was no activity.

Financial Statements for the Companion Café for the year are attached. Present net assets of \$493.89 are sufficient to resume operations.

Companion Café Balance Sheet  
Cash Basis - Unaudited  
For the Period Ending 12/31/2023

ASSETS

Cash in Bank	393.89
Cash Box	100.00
Undeposited Funds	-
Total Cash	<u>493.89</u>

Accounts Receivable	-
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TOTAL ASSETS	<u>493.89</u>
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LIABILITIES AND FUND  
BALANCES

Accounts Payable	-
Total Liabilities	<u>-</u>

Unrestricted Net Assets	493.89
Net Income for 2020	-

TOTAL LIABILITIES AND FUND BALANCES	<u>493.89</u>
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Companion Café Income Statement  
Cash Basis - Unaudited  
For the Period                      1/1/2023 to                      12/31/2023

REVENUES

Unrestricted Donations	-
Meal Revenues	-
Bulk Sales	-

Total Revenues	<hr style="width: 100%; border: 0.5px solid black;"/> -
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EXPENSES

Food and Supplies	-
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Total Expenses	<hr style="width: 100%; border: 0.5px solid black;"/> -
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Net Income for the Period	<hr style="width: 100%; border: 0.5px solid black;"/> -
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## **FELC RACIAL JUSTICE MINISTRY**

### **ANNUAL REPORT 2023**

Barbara Wiederaenders

This ministry is led by the Racial Justice Taskforce comprised of Barbara Schutz, Barbara Wiederaenders, Charlotte Gilman, Derek Bridges, Leigh Northcutt-Benson, Mari Ward, Nancy Baden, Nikki Northcutt, and Randy Baden. The Racial Justice Action Team is comprised of those who attended sponsored events and requested to be on the mailing list.

The highlight of the year was a pilgrimage to Montgomery, Alabama, in February to visit the Equal Justice Initiative's Museum and the National Memorial for Peace and Justice. The pilgrims (all Taskforce members except Charlotte Gilman plus Rita Carlson) presented reports to the congregation in April.

The first of 29 issues of the Action Team Email, "Racial Justice Grapevine," was published on May 1, 2023. Its goal is to provide a central communication hub for people about how we as individuals and a congregation can work together for racial justice. It includes news updates, event announcements, book reviews and recommendations, and personal contributions from all its members.

Leigh Northcutt Benson led an Adult Forum on Mass Incarceration in August.

Major action items were the collection of books to donate to prison inmates through the "Inside Books" organization and the "Vote Forward" effort – writing over 300 postcards to potential voters in September, encouraging participation in upcoming elections.

FIRST ENGLISH LUTHERAN CHURCH  
AUSTIN, TEXAS  
STATEMENT OF COMMITMENT TO RACIAL JUSTICE ACTION



The Gospel of Jesus Christ is good news for all people. When sending out his disciples to carry out the mission he began, he emphasized that they should include everyone, all ethnicities (nations) in the good news, saying:

*Go therefore and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, and teaching them to obey everything that I have commanded you. And remember, I am with you always, to the end of the age.”*  
(Matthew 28:19-20)

When Paul addressed divisions in the church based on various identities other than baptism, he said:

*As many of you as were baptized into Christ have clothed yourselves with Christ. There is no longer Jew or Greek, there is no longer slave or free, there is no longer male and female; for all of you are one in Christ Jesus. (Galatians 3:27-28)*

Our understanding of the Gospel of Jesus Christ is that God intends all peoples to be included in the beloved community. Christ is God’s gift of bringing unity to a sinfully divided humanity.

Racism is an evil that opposes the Gospel, excludes persons and peoples based on human divisions, and denies the full God-given humanity of all people. In the United States, racism is the historic effort to enforce white supremacy and diminish persons of color, especially and originally Native Americans and persons of African descent.

We believe that as a faith community we must actively work to end racism in all its forms. We believe the problem of racism is vast and must be addressed nationwide. We understand that we are called to act locally in seeking racial justice, investing ourselves, our time, and our resources in communities of color in the Austin area for the sake of our neighbors.

Our congregation rejects white supremacy, affirms the Gospel of Jesus Christ that welcomes and centers all persons together in Christ, and seeks to end racism in ourselves, our church, our community, and our nation. We affirm as a community of faith that Black Lives Matter. We seek to work as individuals in ways each of us are called to be anti-racist and pro-racial justice.

Those of us who sign this document also commit ourselves to concrete action to seek racial justice for the African-American community of the Austin area, working together as a

community of faith seeking to be faithful to the mission of Jesus Christ. We make a commitment to ourselves, one another, our community, and to God that we will work together against racism and for racial justice and equity in the following ways:

**1. City of Austin and Surrounding Municipalities:** We will support and work for city policies that address inequity in housing, policing, health care, education, and all services and policies of local government. We will educate ourselves about historic racist policies in the Austin area and share this information in the church and community. We will speak to elected leaders and policy makers regarding changes needed. We will encourage others to support just and equitable laws and policies.

**2. State of Texas**

**3. Supporting Local Organizations Working for Justice and Equity:** We will support the work of local organizations that are engaged in the work of addressing racism, seeking equity, and creating safe and vibrant communities of color, through financial contributions, membership, and participation. These organizations include Austin NAACP, Austin Area Urban League, Austin Justice Coalition, and Huston Tillotson University. We will center Black leadership and voices, not our own.

**4. Supporting Local Black Business:** We will support local Black-owned businesses by choosing to shop, dine, and frequent them on a regular basis. We will make these choices known publicly. We will encourage others to do the same.

In making this commitment, we welcome critical reflection on what and how we are doing this work, especially from our African-American neighbors. We will be open to change and redirection when necessary.

In doing this work, we do not seek recognition or honor. We are doing only what is required of us in obeying Jesus' commandment to love our neighbor. We seek only the healing, justice, and equity that will transform our community and our nation so that all participate in the blessings and goodness that God intends.

Pastor:

Elected Leaders:

Members and Friends:

## STEWARDSHIP COORDINATOR REPORT

When I was asked to head up a stewardship campaign for Fall of 2023, I decided on a basic, straightforward approach.

In consultation with Erin McCracken, Joe Cain, and Allen Jensen, I prepared two letters to be sent to the congregation by first class mail, with hand-addressed envelopes, hand-written salutation and signature. My thinking was that most of us are so inundated with emails (often overlooked) that a hand-addressed, first class letter might get people's attention.

The first letter was a reminder that the mission and ministry of First English is upheld and undergirded by the financial support of our members. The second letter was a word of encouragement to each of our households to increase their sustaining financial support of First English for 2024, looking ahead to providing a solid financial outlook for the congregation as we engage in the process of calling a new pastor.

There were no pledge cards to be returned. But I thank you for what is, I am confident, your sustaining financial support of the congregation we all know and love.

Bob Karli

Stewardship Coordinator

## FELC Church Council Archive

The purpose of the Church Council Archive is to host all the past Church Council Minutes and reports in a digitalized form so that they can be access. Currently there is not a centralized and digital space in which Church Council Minutes are stored. I have started the process by creating a Google Folder for which the minutes to be stored in. I have organized the Google Folder so that as the minutes and reports are found they can be digitized and uploaded.

### Mintues and Reports:

1937-2001: Physical copies have been located. They are currently being stored in a filing cabinet. Some reports in the bottom drawer of the filing cabinet either have water damage or mold growing on them.

2001-2014: No physical copies have been located and the digital copies have not been found yet.

2014-2023: These minutes have been uploaded to the folder and organized. All of 2018 is currently missing.

I have been in contact with the Southwest Synod archive office about how best to digitized the minutes from 1937-2001 and what to do about the reports that have mold on them. To digitized those minutes, they can be scanned by using a scanner or by sending them off to a company that does scanning. For the reports that have mold on them, checking with a scanning company to see if they have the equipment and/or resources for the reports to be safety scanned otherwise it was the recommendation of the Southwest Synod archive to throw them out since there is no way to safely scan the documents otherwise. All documents with mold on them need to be separated from the other documents so that the mold doesn't spread.

Respectfully submitted,

Elizabeth Zimmermann

# Greetings and salutations from the Property Lovers!

[that appellation was Allen's doing . . .]

We love our building and grounds and our building and grounds need a lot of love

We are Allen J., Terry P., Tim A., Paul B., Derek B. Heidi G. and Gwen F.

We are a plucky group of individuals with a range of skillsets and interests and we accomplished A LOT this year

## REPORT ON BUILDING PROJECTS / MAINTENANCE ITEMS

respectfully submitted by Heidi Goebel

### **2023 IMPROVEMENT PROJECTS**

#### Lighting upgrades in Kitchen and Parlor

New LED panels to replace old fluorescent fixtures

*funded through the Capitol Improvement Fund*

#### Fellowship Hall Ceiling Refresh that grew to include the CDC Wing Improvements

This project started off slowly and picked up steam as the CDC re-boot came into clearer focus - there was a licensing deadline that set the schedule.

Heidi and Tim project managed this work together, Tim's extensive rolodex of contacts came in handy and what was a complex project involving many trades and subcontractors went as smoothly as could be hoped for.

Trades / areas of work involved:

- ceiling grid and tile - Walls and All
- lighting / electrical - FSG
- HVAC - Central Texas Mechanical
- fire alarm dismounting & remounting - this is very specialized equipment, thanks to Tim for taking the lead on this
- junk haulers - thanks to Terry and Merrily for helping to clear the stage
- concrete lifters [!] - to level and raise the rear sidewalk
- plumbers - DeMoss Plumbing replaced the old water heater in the attic among other things
- painters, handymen, cleaners, ice machine maintenance
- and I know there was more . . . security / door hardware improvements, something with the range hood, kitchen cabinet pest treatment, it went on and on and on!

*FELC portion funded through the Capitol Improvement Fund*

*See Tim's full summary of the work that was completed at the CDC - included with this report*

#### New Music Director's Office Established

This involved relocating ACSDA storage to the library and some new doorknobs.

Thanks to Betsy A. for her help in getting the library ready for the change and J.D. Aguirre for getting the new office set up

### Plumbing Leak Repair at Rear of Building Near Choir Room Door

After a bit of self-imposed misdirection [who knew there was a plumbing line to the scout hut back there?] we figured out what the problem was [corroded galvanized pipe] and the team from DeMoss made quick work of the repair - and - Heidi got to explore the creepy crawl space beyond the mechanical basement.

### Narthex Door Restoration

Our historic narthex doors are being restored and rehung to swing outward. New hardware will be installed so that they latch and lock securely  
*funded by donations / spearheaded by Bob Karli*

## **ODDS AND ENDS**

### Telephone Issues

The phone system went on the blink early in the year. Allen was able to exorcise the ghost in the machine and get things back in order

### Ceiling Repair in Library

finally! thanks Paul B.

### Graffiti Removal at Exterior Sign

again - thanks Paul B.

### Janitor Closet Clean Out & Reorganization

Heidi and Jenn Cook pulled EVERYTHING out of the janitor's closet and tossed all the empty and leaking bottles, bags of rags, old paper products [so many cups and boxes of plasticware], orphaned vacuum cleaner bags, strange hardware, etc.

### Pew Maintenance

Steve Franke's crew went row by row to inspect and re-anchor / shim loose, wobbly pews

## **FUTURE PROJECTS?**

Are there improvements YOU would like to see, maintenance items that have been overlooked? Let us know.

And - what can you help out with?

### Ductless mini-split HVAC system in Administrative, Pastor, Vicar & CDC Offices

These 4 spaces face south and really heat up in the Summer months.

The existing window units are old and it is a struggle to adequately cool the spaces.

We attempted to amend the ductwork that serves the CDC classrooms but that turned out to not work as well as we hoped it would.

The gas heating unit in between the Administrative Office and Pastor's Office is really old and funky and is currently shut off. Space heaters have been provided as a stopgap solution

There is ample space in the attic to install new energy efficient units

### Sandblasting and painting railings and lamps along Whitis Avenue

This would likely be a volunteer led effort

### Kitchen cabinet & countertop refresh

In lieu of a total makeover [Pr. Coffey had started putting something together . . .] perhaps it is more feasible to do a simpler project, installing new cabinets or shelving and new stainless steel countertops

## REPORT ON LANDSCAPE & GROUNDS PROJECTS / MAINTENANCE ITEMS

respectfully submitted by Terry Porter

In 2023 the longtime planned restoration of the church landscaping began in the courtyard with the removal of all ground cover, tree trimming, a new irrigation system, soil enrichment, planting of 100 or so drought resistant native plants, decorative gravel to control erosion, and addition of 14 yards of mulch for our newly enlarged flower beds and existing red oak trees. This was accomplished with a combination of volunteers, especially Gwen, along with landscape related professionals paid from private funds donated in honor of Ginna Franke who spent countless hours tending to our flower beds for many years while her health permitted. This idea for this project originated in 2019 by a group including among others Gwen Flory, Terry Porter, Barbara Schutz, Mary Jackson, and Pastor David Klumpp. The Congregation Council approved funding a professional landscape proposal and drawings which occurred during the midst of Covid. Special thanks to the family of Ginna and Merle Franke along with a donation from the estate of long time First English member Linda Boatright for funding this much needed project. Special thanks to Gwen for lending her landscaping knowledge to lead the effort.

The courtyard landscaping was phase one of our plan. Phase two will begin in March with a makeover of the front yard along 30th street. Irrigation was added already and some work has already begun. Once plants and zoysia grass are available for purchase this spring we will commence with this work which will not only make our landscape more welcoming but also control soil erosion on the sidewalks. How can you help with phase two? Join us for a workday for soil preparation and planting. Funding is in place but we can use some strong backs.

Besides the landscaping project, 2023 was a typical year with lawn maintenance, removal of leaves from the flat roofs, keeping roof drains and downspouts clear and fully operational, and tree trimming as we have 15 large trees on the property. This work is accomplished by a combination of volunteer work and private funding when professional services are needed such as tree trimming.

## REPORT ON CDC REPAIRS AND IMPROVEMENTS

respectfully submitted by Tim Atkinson

### Indoors

1. Classroom Dutch doors: added interior latches for top doors (for lock-down purposes) and exterior hooks for holding top doors open.
2. Hallway north wall sliding closet doors: added a track at bottom to hold in place.
3. Classrooms and Director's office: removed and replaced cork coverings from bulletin boards and patched holes in underlying walls. Installed one new bulletin board.
4. Adult bathroom: removed the defective urinal, patched the wall, and installed shelving.
5. Adult bathroom: installed latching doors at toilet partitions.
6. Hallway ceiling: cut holes in drywall for HVAC technician access, and repaired the drywall afterward.
7. Hallway ceiling: refastened loosened acoustic tiles.
8. Adjusted all sticky doors to operate properly.
9. Security door at west end of hallway: replaced the broken door stop.
10. Repainted all walls.
11. Installed dropped ceilings in all classrooms, bathrooms, and the vicar's and director's offices.
12. Replaced all fluorescent ceiling lamps with LED panels, with dimmable lights in the classrooms and the director's office.
13. Replaced ceiling fans.
14. Removed and replaced the fire detection fixtures as needed to install the dropped ceilings.
15. Repaired a gas leak discovered at the kitchen range.
16. Replaced the aged kitchen water heater.

17. Replaced the water heater in the adult bathroom with a wall-hung demand water heater. Replumbed the hot water line so that hot water would not serve the child bathroom.
18. Refinished the Dutch doors at the office by the ramp.
19. Rehung the shelves removed for painting, rehung fire extinguishers, repaired holes in walls, etc.
20. Cleaned all rooms and hallways and refinished all floors. Acquired two temporary pods for storage while work was in process. Discarded or recycled more than three dumpsters of unusable, expired, or unsafe toys, books, paperwork, furniture, fixtures, chemicals, and supplies.

#### Outdoors

1. At east porch: relevelled the subsided concrete walk and landing and caulked the joint between the walk and building.
2. Playground gates: adjusted all to swing freely. Added little-child-resistant latching devices to tops of 3 gates lacking latches.
3. Alley north of classrooms: secured the grate at the west end.
4. Alley east of northeast classroom: added a latch to the top of the gate.
5. Treated lumber ramp to Scout hut: re-fastened loosened nails and screws. Power washed the ramps to remove slippery mold, and installed anti-slip strips.
6. Cracked concrete slab north of tree: removed the concrete.

The pandemic-related hiatus of programming, as well as the pastoral transition, have provided FELC with an opportunity to entirely re-form and re-imagine Learning Ministry this year. This has been bewildering, frustrating, overwhelming, and holy work. As chair of Learning Ministry I am so grateful for the energy, drive, and wisdom of Henri Atkinson and Anne Wiebe. They have been active leaders in Learning Ministry this year, not only providing their time and energy to large events like the Easter Egg Hunt and Advent Event, but also teaching faith formation and helping plan for 2024.

Highlights for 2023's Learning Ministry include:

- Kicked off the year with the Easter Sunday Egg Hunt.
- Updated/confirmed [Learning Ministry Charge](#) with FELC Council's support
- Learned more about the needs and desires for Learning Ministry at FELC via [survey](#)
- Started weekly faith formation for young children
- Monthly intergenerational faith formation for the full FELC community started in October, included the November Advent Event
- Communication via calendar, weekly email, monthly report to FELC Council

Learning Ministry in 2023 looks nothing like Learning Ministry in 1993, 2003, or even 2013. We are a very different community than we were in those years. It is very easy to frame these differences by what was abundant decades ago and is now scarce. This easy frame, however, obscures what we have now: approximately 10 children have participated in weekly faith formation at least once this year, and 12 leaders have worked with these children at least once. The opportunities for these children and leaders to more deeply connect in 2024 are exciting.

There are challenges that we did not meet in 2023, but intend to meet in 2024. Resuming an adult faith formation program and better serving the small-in-number but vital-in-presence youth at FELC are among these challenges. I have faith that, with God's help, we will meet these challenges together.

Respectfully Submitted,  
Betsy Appleton  
Learning Ministry Chair

## 2023 ANNUAL REPORT

### SENIOR CONTACTS

A small group of folks have continued taking turns making weekly contact with home bound members of the congregation of whom we are aware. We are each assigned a different person each week, rotating through a list. Calls, cards, or visits are appropriate. During this time we've lost Lil Templeton, Lou Ella Harmon, Ginna Franke, Stanley Kornfuehrer, and Margaret Jensen. We continue to serve 8 households and appreciate volunteers Beverly Moon, Fran Collmann, Charlotte Gilman, Gwen Franke, Judy Moltz, Lois Holck, and Merrily Porter. Ann Graham, Penny Baker, and Teresa Ringness have also been on the team this year.

--Barbara Wiederaenders, facilitator

FELC Care Ministry Report  
January, 2024

For several decades FELC had been a Stephen Ministry congregation, training people to become better equipped to offer care for those going through difficult experiences such as illness, grief, divorce, depression, and more. We had trained for this ministry independently originally and then later been partnering with other congregations. We had been training with St. Martin's Lutheran in this ministry for over 10 years, but when Stephen Ministry encouraged individual congregational trainings, they decided to become independent. Therefore, we had to create a training and team that fit our situation. We had three trained Stephen Minister Leaders: Charlotte Gilman, Mari Ward, and Pastor Karli. We centered our training on Stephen Ministry manuals and on the Stephen Ministry book, "Christian Caregiving, A Way of Life."

We began meeting in March and met monthly, with a break in the summer, on third Sundays after hospitality time in the church parlor. The training sessions included discussions about grief and end-of-life care; awareness that we are part of the healing process but God is the healer; active listening skills; and making use of resources such as scripture, hymns, blessings, and prayer. Pastor J did a session on doula, pre-death care, the end of the year and will do one more.

Through the training we have added to our active care group several new people: Beverly Moon, Claudia Barrow, Fran Coleman, and Gwen Franke. Previously active caregivers Barbara Wiederanders, Barbara Schutz and Anne Wiebe joined us for the training.

We have provided grief care to several church members, particularly by way of the 4-book Stephen Ministry Grief series, and caregivers have called and sent cards to home-bound members on a weekly basis with rotation of a different person each week. There are 8 on the list at present. Several team members also visit people on the call list. Barbara Wiederanders facilitates this ministry.

We will continue to provide monthly training and on-going support for our members and friends in 2024. Please communicate with one of the people in this report if you or someone you know has a care need. Our care can only be extended if we know there is a need!

Finally, we invite you to join us!

Charlotte Gilman and Mari R. Ward

## **GAME NIGHT REPORT**

**WHO:** FELC Members, Members of Other Faiths, the Un-Churched, and anyone and everyone else. Also, anyone who likes to share food and play tabletop games. All ages welcome! We usually get enough folks to run about three different games. Our numbers got knocked down by the pandemic pause, but we are gaining ground again.

**WHAT:** Third Saturday Game Night and Potluck Supper Outreach Ministry. The Pot-Luck is low-pressure, just bring something you like. You can also bring your favorite games or just try out one of the many games that arrive.

**WHEN:** The Third Saturday of each Month, starting about 6:00 and usually ending by 10:00 unless a group plays one of those really involved games. Latecomers and early leavers welcome. You can just come for the pot-luck and the chat if you want.

**WHERE:** In the Fellowship Hall of First English Lutheran Church.

**WHY:** Because you enjoy food, fun and fellowship, and meeting our other folks? Because you have stories you want to share over a simple game? Because you want to dig into a really crunchy game with worker placement, resource management and strategies to figure out? Because you would like to play a game about cute dragons that bake bread and blow glass? Because you want to check out this twenty-five year FELC tradition, and let people see how awesome our congregation really is? Only you can decide...

## **SCOUT REPORT**

Pack 28 is growing and staying active. One of the highlights is a new committee chair, Tony Clark. With his efforts, the den leadership has been organized and the advancement process has been streamlined. We had a number of scouts crossover to Troop 9 this past year and 3 scouts who will cross over this year, along with our first girl to cross over from the pack into Troop 50. We have around 30 active scouts in the pack, and this year, we have already completed 3 campouts, monthly pack meetings, den meetings, and service projects. Although we are still a boy-heavy pack, we are proud to have approximately 15% of our scouts being girls.

## **First English Lutheran Church Administration Team**

### **Report to the Congregation**

**1/28/2024**

In 2023, the Church Council approved the creation of a team to address some of the administrative and human resource needs of First English Lutheran Church.

The initial team consisted of Andrew Koepp, Claudia Barlow, and LaRu Woody. We were fortunate to have Andrew as part of the inaugural team until his departure. While we are proud of the work that we have accomplished to date, we certainly have many challenges ahead. If there is anyone who is interested in participating in this effort, don't be shy. Please to talk to Claudia or LaRu about your interest.

The following is a brief list of some of our projects in 2023:

Prepare a job description for a temporary Office Administrator

Hire temporary Office Administrator

Prepare job description for a permanent Office Administrator

Hire a permanent Office Administrator

Prepare an Employee Manual: initial draft is complete, currently working on revisions

Work with the Music Ministry Team to develop a job description for the Music Director/Cantor position:  
final draft is nearing completion

Review agreement with the Seventh Day Adventist

Update the Building Use Policies, Fees and Procedures

## Micah 6 Annual Report

I would like to again thank the congregation and friends for all of their continued support to Micah 6 in 2023. In particular I wish to thank Benjamin Rode, Barbara Wiederanders, the FELC church council and staff, Juan Robledo and the congregation of Seventh Day Adventists, who shares our facilities at 3001 Whitis on Saturdays. There are many others, Tim and Henri Atkinson, Larry and Fran Collmann, all of whom have shared their gifts with this ministry. Heidi Goebel, Merrily Porter, Anne Wiebe, Kristin Mondy, Brian and others have given countless hours of their time and food to the Micah 6 youth drop in center. Here is what together we accomplished:

- (1) Several hundred pounds of food, clothing, books, toys
- (2) Over \$5000 in contributions to the Ministry
- (3) Hundred of hours of volunteer time
- (4) Helped serve between 400-600 families per month in 2023!

I look forward to continuing to serve the ministry in 2024. Best times to serve the ministry are Thursdays from 9-11am and again from 5-7pm, and Saturdays from 8-12. The pantry director is Anthony 346-717-2736, and the director is Barry Smith 512-476-5321 Executive-director@micah6austin.org. Micah 6 address is 2203 San Antonio, Austin, Tx 78705. The youth drop in center is at 2107 San Antonio St, 78705, and now operates from 12-4 on Saturdays.

I apologize for name misspellings and any misinformation and people I have forgotten to thank!

Respectfully,

Andy MacLaren

Micah 6 board liaison

Andymaclaren@cs.com

512-947-4186

FELC Transition Team  
Annual Meeting Report to the Congregation  
January 28, 2024

The FELC Transition Team was commissioned and welcomed by the congregation during worship on October 1, 2023. We'd like to share with you a timeline of our activities, what we've accomplished and where we still need focus, and our strategy for 2024.

**October 4, 2023: First Team Meeting and Orientation**

Goal: Introductions and an overview of the transition process including discernment options and ways to gather input for the Ministry Site Profile (MSP).

Action steps/results: Review discernment resources and sample Ministry Site Profile.

**October 18, 2023: Team Meeting**

Goal: Familiarize ourselves with the individual components of the MSP; set date of first congregational meeting to take place Nov 12.

Action steps/results: Using a shared google doc, begin making notes throughout the MSP as a first step in completing various sections.

**November 1, 2023: Team Meeting**

Goal: Plan congregational event scheduled for Nov 12.

Action steps/results: Communication with Deacon Darcy Mittelstaedt regarding meeting facilitation; draft congregational meeting agenda; Erin and Tim also volunteered to lead the demographics data mining project for a section of the MSP.

**November 7, 2023: Team Meeting**

Goal: Meet with Deacon Darcy to run through the agenda for the November 12 congregational meeting.

Action steps/results: Set clear agenda for meeting and expectations for transition team members.

**November 12, 2023: Congregational Meeting with Deacon Darcy**

This meeting was facilitated by Deacon Darcy Mittelstaedt, Bishop's Associate for Leadership & Lifelong Faith Formation. Deacon Darcy provided background on the transition process, answered questions, facilitated the Dwelling in the Word exercise, and led us through small table discussions.

Action steps/results: The Transition Team compiled notes from each table into a shared google document for the team to review.

**November 21, 2023: Team Meeting**

Goal: Review congregational input received during the November 12 meeting.

Action steps/results: Divide team up into pairs to begin drafting answers to portions of the MSP.

**December 11, 2023: Team Meeting**

Goal: Review and provide team feedback on pairs' answers to assigned MSP questions; Finalize plans for submitting a survey to capture congregational feedback for "The Leader We Seek" section of the MSP.

Action steps/results: Pairs to revise drafted sections of the MSP; Erin & Tim to finalize demographics data needed for MSP; finalize survey draft.

**December 28, 2023: Transition Team Survey sent out to congregation**

**January 14, 2024: Transition Team Survey closes**

***January 27, 2024: Scheduled Team Meeting***

Goals for future meeting: Review feedback received from congregational survey to incorporate into the MSP; Review team drafts of additional MSP questions; Discuss plan for possible congregational small group meetings to capture additional feedback as we finalize the MSP narrative.

**What's Happening Next?**

While we have information to complete portions of the MSP, other portions are in draft form and need more time to complete. We know that a thorough and reflective MSP will better position us to receive a pastor who is an authentically good fit for our congregational community. This important and consequential process does take time. We are moving forward with purpose and are grateful for your trust and patience.

While certain aspects of the transition timeline are out of our control, here are our aspirations for what unfolds next and when:

**February:** The Transition Team may coordinate congregational small group discussions to capture additional feedback as we finalize the MSP narrative.

**End of February/March:** Finalize the MSP in concert with the Congregational Council and Congregation. Once accepted by the Council, and presented to the Congregation, we will deliver it to the Synod. At that time, our MSP will be compared with Rostered Minister Profiles (RMPs) of pastors seeking a Call (within Texas already, or those willing to move to Texas) and simple matches made based on similarities between RMPs and our MSP. We will transition into what is commonly referred to as the Call Committee and begin reviewing those RMPs to discern who to interview and potentially present to the Council for deeper relationship exploration. Once a nominee from the Call Committee is agreed to with the Council, that nominee will be presented to the Congregation for Call. During the discernment period, the Call Committee may review and interview and visit many candidates. This process is confidential. The information you have provided and entrusted us with thus far will be incredibly valuable as we discern, with the Spirit, who will be a good fit for our pastoral leadership needs.

Respectfully submitted,  
*FELC Transition Team*  
*January 21, 2024*

*Allen Jensen, Barbara Schutz, Erin McCracken, Lillian Martinez Rodriguez, Nikki Northcutt, Randy Baden, and Tim Atkinson*

Treasurer's Annual Report for 2023  
First English Lutheran Church

From Joe Cain on behalf of Allen Jensen, Treasurer  
To First English Lutheran Church Congregation  
Date January 16, 2024

On behalf of Treasurer Allen Jensen, I am submitting 12-month financial statements for 2023. A few comments are in order:

1. The operating results for 2023, before application of the Emergency Borrowing Fund, showed a net loss of \$22,776. To eliminate that net loss, we transferred that amount from the Emergency Borrowing Fund, so that the final operating results for 2023 are \$0.00. That transfer is included in the December income line for "Transfer from Reserve Funds". This leaves a remaining balance in the Emergency Borrowing Fund of \$21,030.
2. As anticipated when the congregation council considered the 2024 budget, the ending balance of the Pastoral & Staff Compensation Reserve Fund is \$70,019. This amount, together with additions to the reserve to be made in 2024, will be available to help fund any amendment to the budget needed for our call of a new pastor.
3. Some income and expense lines show significant departures in 2023 from the amounts budgeted for those lines:
  - a. Income
    - i. Unified, Current, and Benevolent Income was \$37,343 (12%) under budget. This is a result of reduced levels of unrestricted giving.
    - ii. Transfers from Reserve Funds was \$71,542 above budget, consisting mainly of transfers to cover pastor compensation (See item 3.b.i below.) and a transfer to eliminate the year's deficit (see item 1 above.)
  - b. Expenses
    - i. Pastor Salary and Housing and Substitute Presiding Minister costs were, collectively, \$38,170 over budget. This was expected because when the budget was adopted in January, 2023 we had no information on which to project transitional pastor expense. To manage that uncertainty we placed \$10,000 per month in the Pastoral & Staff Compensation Reserve Fund and during the year withdrew \$44,131 from that reserve fund to cover actual costs for the transitional pastor and substitute presiding ministers. The upshot is that pastoral costs were covered, and (as noted in item 4

above) we accumulated the net balance of \$70,019 in the Pastoral & Staff Compensation Reserve Fund.

- ii. Director of Music compensation was \$5,067 over budget. This was the result of the re-organization of the positions for Office Administrator and Director of Music and is somewhat offset by a savings of \$1,824 in Office Administrator compensation.
- iii. Worship Supplies expense was \$3,997 overbudget as a result of the purchase of new paraments. This was partially covered by a transfer of \$2,800 from the Metzger Endowment.
- iv. Equipment and Building Maintenance expense was \$9,737 over budget as a result of needed work on the building. Landscape Maintenance expense was \$4,800 under budget because those services were contributed in-kind by a member.
- v. Reception and Hospitality expense was \$8,944 over budget as a result of the event to celebrate Pastor Coffey's service. This expense was largely covered by contributions designated for that purpose.

**First English Lutheran Church - Austin TX**  
**Balance Sheet as of December 31, 2023**

Monday, January 15, 2024

Page 1 of 2

Account #	Account Name	Beginning Balance	YTD Balance
<b>Assets</b>			
110100	Cash in Chase Bank - Operating Account	66,481.22	114,574.07
110150	Vanco Clearing Account	500.00	0.00
110200	Checking/Cash - Companion Cafe	393.89	393.89
110210	Companion Cafe - Cash Float	100.00	100.00
110400	Petty Cash	40.00	40.00
110500	Prepaid Expenses	2,703.14	0.00
111100	Savings & Stock - Schwab	99,886.35	105,752.51
111500	Endowment Fund Investments	337,872.01	345,212.13
	<b>Total Assets</b>	<b>\$507,976.61</b>	<b>\$566,072.60</b>
<b>Liabilities</b>			
200000	<i>Accounts Payable/Vendors</i>	15,239.47	0.00
211000	Prepaid Pledges	2,000.00	12,000.00
224300	<i>Pass-Thru Accounts</i>		
224301	Pass-Thru Other	0.00	750.00
224310	Pass-Thru Other Travel Gift	1,000.00	0.00
246000	ELCA World Hunger P/T	50.00	150.00
246100	ELCA Disaster P/T	50.00	150.00
246700	Micah 6 Pass Thru	80.00	1,505.00
	<i>Total Pass-Thru Accounts</i>	<i>\$1,180.00</i>	<i>\$2,555.00</i>
	<b>Total Liabilities</b>	<b>\$18,419.47</b>	<b>\$14,555.00</b>
<b>Fund Balances</b>			
310100	Operating Fund Balance	1,765.67	1,765.67
322300	Companion Cafe Fund Balance	493.89	493.89
	<b>Total Operating Funds</b>	<b>\$2,259.56</b>	<b>\$2,259.56</b>
321000	<i>Reserved Funds Balance</i>		
321200	Memorials Fund Balance	30,648.04	33,638.04
321400	Stephen Ministry Reserve Fund Balance	367.05	367.05
321900	Youth Fund Balance	849.74	849.74
322100	Kitchen Support Fund Balance	8,974.93	8,974.93
322200	Special Music Fund Balance	2,267.33	2,267.33
322500	Piano/Organ Fund Balance	640.86	640.86
324400	Thrivent Fund Balance	0.00	112.00
324500	Retreat Fund Balance	949.60	949.60
324601	Columbarium Fund Balance	(7,668.26)	(4,223.26)
325000	Poinsettias, Lillies, Etc. Fund Balance	1,201.57	1,867.17
325100	Pastoral & Staff Compensation Reserve Fund Balance	0.00	71,233.54
325200	Church Events Fund Balance	2,104.41	2,248.48
325300	Vicar/Staff Gifts Fund Balance	735.00	1,105.00
325400	787 Collective Fund Balance	15,363.28	15,363.28
325800	Capital Improvements Fund Balance	49,184.93	29,320.04
325820	Cap Improvements-Landscaping Fund Balance	0.00	18,301.25
326000	Emergency Borrowing Fund Balance	43,807.09	21,030.86
	<i>Total Reserved Funds Balance</i>	<i>\$149,425.57</i>	<i>\$204,045.91</i>
380000	<i>Endowment Fund</i>		
380100	Jessen Endowment Balance	45,753.31	47,126.45
380150	General Endowment Balance	50,630.29	52,149.78
380200	Vicar Endowment Balance	36,945.96	38,054.77
380250	Bldg Improve. Endowment Balance	7,208.57	7,424.91
380300	Heimann Endowment Balance	31,593.88	32,542.07

**First English Lutheran Church - Austin TX**  
**Balance Sheet as of December 31, 2023**

**Monday, January 15, 2024**

**Page 2 of 2**

Account #	Account Name	Beginning Balance	YTD Balance
380350	Music Endowment Balance	1,992.51	2,052.31
380400	Centennial Endowment Balance	155.83	160.50
380450	Jurgens Endowment Balance	6,435.16	6,628.29
380500	M. Berg Altar Endowment Balance	3,372.04	3,473.24
380550	Nau Endowment Balance	5,410.89	5,573.29
380600	Metzger Endowment Balance	91,832.29	91,788.34
380650	Kornfuehrer Endowment Balance	56,541.28	58,238.18
	<i>Total Endowment Fund</i>	<i>\$337,872.01</i>	<i>\$345,212.13</i>
	<b>Total Fund Balances</b>	<b><u>\$489,557.14</u></b>	<b><u>\$551,517.60</u></b>
	<b>Total Liabilities and Fund Balances</b>	<b><u>\$507,976.61</u></b>	<b><u>\$566,072.60</u></b>

**First English Lutheran Church - Austin TX**  
**Treasurer's Report as of December 2023 for Operating Fund**

Monday, January 15, 2024

Page 1 of 3

Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Annual Budget	% of Annual Budget
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***Income***

410101	Loose	313.00	0.00	1,583.00	0.00	0
410102	Unified, Current & Benev.	43,093.00	26,250.00	277,656.30	315,000.00	88
410103	Gifts in Kind	0.00	200.00	0.00	2,400.00	0
410104	Building Use	0.00	250.00	650.00	3,000.00	22
410105	Seventh Day Adventist Rental Inc	2,250.00	900.00	13,750.00	10,800.00	127
410106	Seasonal Offerings	0.00	0.00	0.00	0.00	0
410108	Transfer from Endowment	0.00	0.00	2,800.00	0.00	0
410110	Other Operating Income	1,180.50	0.00	3,816.00	0.00	0
410115	Transfer from Reserve Funds	27,411.23		71,542.69		
	<b>Total Operating Fund Income</b>	<b>\$74,247.73</b>	<b>\$27,600.00</b>	<b>\$371,797.99</b>	<b>\$331,200.00</b>	<b>91</b>
	<b>Total Income</b>	<b>\$74,247.73</b>	<b>\$27,600.00</b>	<b>\$371,797.99</b>	<b>\$331,200.00</b>	<b>91</b>

***Not Contingent Operating Expenses***

***Professional Ministry Expense***

561100	Pastor's Salary & Housing	4,135.00	1,375.00	48,483.62	16,500.00	294
561200	Pastor's Pension	0.00	74.00	818.79	910.00	90
561300	Pastor's Health & Dental Insurance	0.00	115.00	1,316.15	1,325.00	99
561500	Pastor's Social Security Allowance	0.00	107.00	646.50	1,262.00	51
562800	Pastor's Auto Expense	0.00	0.00	0.00	0.00	0
562900	Pastor's Professional Expense/Books	0.00	0.00	0.00	0.00	0
	<b>Total Professional Ministry</b>	<b>\$4,135.00</b>	<b>\$1,671.00</b>	<b>\$51,265.06</b>	<b>\$19,997.00</b>	<b>256</b>

***Church Administration Expense***

562100	Office Administrator Salary	1,820.00	2,770.00	31,360.94	33,185.00	95
562120	Office Admin./Dir of Music - Pension	599.24	581.00	7,373.98	7,005.00	105
562150	Office Admin./Dir of Music - Health Insur.	1,094.87	1,075.00	13,116.39	12,966.00	101
562200	Office Supplies	0.00	187.00	576.53	2,200.00	26
562210	Bank Fees/Vanco Fees	355.45	212.00	2,841.31	2,500.00	114
562220	Payroll processing fees	145.80	150.00	1,717.15	1,800.00	95
562250	Bookkeeping/Accounting Services	450.00	538.00	5,400.00	6,500.00	83
562300	Copier Maintenance	133.34	188.00	2,258.63	2,300.00	98
562400	Computer Software & Maintenance	270.90	165.00	1,587.06	1,980.00	80
562500	Postage	132.00	13.00	195.00	200.00	98
562600	Telephone & Internet	461.67	138.00	1,737.44	1,700.00	102
562700	Employment Taxes (all staff)	631.08	473.00	7,212.77	5,654.00	128
562910	Synod Assmby./Theological Conf. Expenses	0.00	0.00	0.00	0.00	0
	<b>Total Church Administration</b>	<b>\$6,094.35</b>	<b>\$6,490.00</b>	<b>\$75,377.20</b>	<b>\$77,990.00</b>	<b>97</b>

***Worship and Music Expense***

564100	Director of Music Salary	4,494.30	3,227.00	43,791.71	38,724.00	113
564150	Director of Music Continuing Education	0.00	9.00	0.00	100.00	0

**First English Lutheran Church - Austin TX**  
**Treasurer's Report as of December 2023 for Operating Fund**

Monday, January 15, 2024

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Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Annual Budget	% of Annual Budget
564300	Worship Supplies	0.00	150.00	5,797.61	1,800.00	322
564400	Music Supplies	0.00	25.00	0.00	300.00	0
564500	Nursery Caregiver	0.00	163.00	0.00	2,000.00	0
564600	Maintenance of Musical Instruments	0.00	37.00	0.00	400.00	0
564700	Instrumentalists/Spec. Music	0.00	38.00	250.00	500.00	50
564750	Substitute Presiding Minister	500.00	125.00	7,687.12	1,500.00	512
564800	Substitute Organist	0.00	63.00	2,300.00	800.00	288
564850	Choral Section Leaders Stipends	0.00	163.00	0.00	2,000.00	0
	<b>Total Worship &amp; Music</b>	<b>\$4,994.30</b>	<b>\$4,000.00</b>	<b>\$59,826.44</b>	<b>\$48,124.00</b>	<b>124</b>
<b>Education and Youth Expense</b>						
565200	Christian Ed Curriculum	0.00	38.00	199.00	500.00	40
565250	Christian Ed Supplies	0.00	16.00	0.00	200.00	0
565270	Godly Play Program	0.00	0.00	0.00	0.00	0
565400	Confirmation Program	0.00	12.00	0.00	100.00	0
565500	Adult Forum	0.00	13.00	0.00	200.00	0
565600	Christian Ed Special Events	0.00	50.00	0.00	600.00	0
	<b>Total Education &amp; Youth</b>	<b>\$0.00</b>	<b>\$129.00</b>	<b>\$199.00</b>	<b>\$1,600.00</b>	<b>12</b>
<b>Property Expense</b>						
551210	Wastewater (Religious Coalition/Homeless)	207.39	209.00	2,488.68	2,500.00	100
566100	Custodians	599.99	600.00	7,199.88	7,200.00	100
566400	Equipment & Bldg. Maintenance	1,732.39	750.00	18,737.61	9,000.00	208
566450	Landscape Maintenance	0.00	363.00	0.00	4,400.00	0
566500	Other Utilities	287.80	713.00	6,982.17	8,600.00	81
566600	Insurance	879.33	626.00	8,325.41	7,556.00	110
	<b>Total Property</b>	<b>\$3,706.90</b>	<b>\$3,261.00</b>	<b>\$43,733.75</b>	<b>\$39,256.00</b>	<b>111</b>
<b>Fellowship and Outreach Expense</b>						
568150	Advertising	0.00	38.00	0.00	500.00	0
568200	Diversity Ministry	0.00	13.00	0.00	200.00	0
568300	Receptions & Hospitality	183.03	12.00	9,044.79	100.00	9,045
568325	Senior Ministry	0.00	21.00	0.00	250.00	0
568350	Social Ministry Program	0.00	12.00	0.00	100.00	0
568400	Stephen Ministry Program	0.00	13.00	120.35	200.00	60
568450	Strategic Mission Outreach	0.00	87.00	231.40	1,000.00	23
	<b>Total Fellowship &amp; Outreach</b>	<b>\$183.03</b>	<b>\$196.00</b>	<b>\$9,396.54</b>	<b>\$2,350.00</b>	<b>400</b>
<b>Committed Expenses</b>						
<b>Committed Vicar Expense</b>						
551410	Vicar - Stipend	0.00	0.00	0.00	0.00	0
551420	Vicar - Rent & Utilities	0.00	0.00	0.00	0.00	0
551430	Vicar - Telephone/Internet	0.00	0.00	0.00	0.00	0
551440	Vicar - Auto	0.00	0.00	0.00	0.00	0
	<b>Total Committed Vicar</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0</b>
<b>Committed Benevolence</b>						
555110	<i>Committed E-Benevolence Pool</i>					
555111	Lutheran Immigration and Refugee Services	0.00		1,500.00		
555112	Lutheran Campus Ministry	0.00		1,500.00		

**First English Lutheran Church - Austin TX**  
**Treasurer's Report as of December 2023 for Operating Fund**

Monday, January 15, 2024

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Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Annual Budget	% of Annual Budget
	<i>Total Committed E- Benevolence Pool</i>	<i>\$0.00</i>	<i>250.00</i>	<i>\$3,000.00</i>	<i>3,000.00</i>	<i>100</i>
555120	Committed Mission Support	0.00	500.00	8,500.00	6,000.00	142
	<b>Total Committed Benevolence</b>	<b>\$0.00</b>	<b>\$750.00</b>	<b>\$11,500.00</b>	<b>\$9,000.00</b>	<b>128</b>
<b><i>Committed Funding</i></b>						
555210	Committed Funding-Emer Borrowing Fund	0.00	0.00	0.00	0.00	0
555220	Committed Funding-Reserve Funds	10,000.00	10,000.00	120,000.00	120,000.00	100
	<b>Total Committed Funding</b>	<b>\$10,000.00</b>	<b>\$10,000.00</b>	<b>\$120,000.00</b>	<b>\$120,000.00</b>	<b>100</b>
	<b>Total Committed Expenses</b>	<b>\$10,000.00</b>	<b>\$10,750.00</b>	<b>\$131,500.00</b>	<b>\$129,000.00</b>	<b>102</b>
	<b>Total Non-Contingent Expenses</b>	<b>\$29,113.58</b>	<b>\$26,497.00</b>	<b>\$371,297.99</b>	<b>\$318,317.00</b>	<b>117</b>
<b><i>Oper Expenses Contingent on Provisional Surplus</i></b>						
551100	Synod Contribution	0.00	534.00	500.00	6,441.00	8
562275	Transfer to Emergency Borrowing Fund	0.00	273.00	0.00	3,221.00	0
	<b>Total Contingent Expenses</b>	<b>\$0.00</b>	<b>\$807.00</b>	<b>\$500.00</b>	<b>\$9,662.00</b>	<b>5</b>
	<b>Total Expenses</b>	<b>\$29,113.58</b>	<b>\$27,304.00</b>	<b>\$371,797.99</b>	<b>\$327,979.00</b>	<b>113</b>
	<b>Difference</b>	<b>\$45,134.15</b>	<b>\$296.00</b>	<b>\$0.00</b>	<b>\$3,221.00</b>	

**First English Lutheran Church - Austin TX**  
**Consolidated Fund Activity Report as of 12/31/2023**

**Monday, January 15, 2024**

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Account #	Account Name	Beg Balance	Receipts	Disbursements	Transfers/JE's	End Balance
310100	Operating Fund Balance	1,765.67	371,797.99	371,797.99	0.00	1,765.67
321000	<i>Reserved Funds Balance</i>					
321200	Memorials Fund Balance	30,648.04	2,990.00	0.00	0.00	33,638.04
321400	Stephen Ministry Reserve Fund Balance	367.05	0.00	0.00	0.00	367.05
321900	Youth Fund Balance	849.74	0.00	0.00	0.00	849.74
322100	Kitchen Support Fund Balance	8,974.93	0.00	0.00	0.00	8,974.93
322200	Special Music Fund Balance	2,267.33	0.00	0.00	0.00	2,267.33
322500	Piano/Organ Fund Balance	640.86	0.00	0.00	0.00	640.86
324400	Thrivent Fund Balance	0.00	112.00	0.00	0.00	112.00
324500	Retreat Fund Balance	949.60	0.00	0.00	0.00	949.60
324601	Columbarium Fund Balance	(7,668.26)	3,600.00	155.00	0.00	(4,223.26)
325000	Poinsettias, Lillies, Etc. Fund Balance	1,201.57	935.00	269.40	0.00	1,867.17
325100	Pastoral & Staff Compensation Reserve Fund Balance	0.00	120,000.00	48,766.46	0.00	71,233.54
325200	Church Events Fund Balance	2,104.41	462.00	317.93	0.00	2,248.48
325300	Vicar/Staff Gifts Fund Balance	735.00	370.00	0.00	0.00	1,105.00
325400	787 Collective Fund Balance	15,363.28	0.00	0.00	0.00	15,363.28
325800	Capital Improvements Fund Balance	49,184.93	63,224.15	83,089.04	0.00	29,320.04
325820	Cap Improvements-Landscaping Fund Balance	0.00	18,301.25	0.00	0.00	18,301.25
326000	Emergency Borrowing Fund Balance	43,807.09	0.00	22,776.23	0.00	21,030.86
322300	Companion Cafe Fund Balance	493.89	0.00	0.00	0.00	493.89
380000	<i>Endowment Fund</i>					
380100	Jessen Endowment Balance	45,753.31	0.00	0.00	1,373.14	47,126.45
380150	General Endowment Balance	50,630.29	0.00	0.00	1,519.49	52,149.78
380200	Vicar Endowment Balance	36,945.96	0.00	0.00	1,108.81	38,054.77
380250	Bldg Improve. Endowment Balance	7,208.57	0.00	0.00	216.34	7,424.91
380300	Heimann Endowment Balance	31,593.88	0.00	0.00	948.19	32,542.07
380350	Music Endowment Balance	1,992.51	0.00	0.00	59.80	2,052.31
380400	Centennial Endowment Balance	155.83	0.00	0.00	4.67	160.50
380450	Jurgens Endowment Balance	6,435.16	0.00	0.00	193.13	6,628.29
380500	M. Berg Altar Endowment Balance	3,372.04	0.00	0.00	101.20	3,473.24
380550	Nau Endowment Balance	5,410.89	0.00	0.00	162.40	5,573.29
380600	Metzger Endowment Balance	91,832.29	0.00	0.00	(43.95)	91,788.34
380650	Kornfuehrer Endowment Balance	56,541.28	0.00	0.00	1,696.90	58,238.18
<b>Total</b>		<b><u>\$489,557.14</u></b>	<b><u>\$581,792.39</u></b>	<b><u>\$527,172.05</u></b>	<b><u>\$7,340.12</u></b>	<b><u>\$551,517.60</u></b>

**First English Lutheran Church - Austin TX**  
**Treasurer's Report as of December 2023**

Monday, January 15, 2024

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Account #	Account Name	Previous YTD	YTD Balance
<b><i>Income</i></b>			
410101	Loose	930.00	1,583.00
410102	Unified, Current & Benev.	301,315.94	277,656.30
410104	Building Use	3,900.00	650.00
410105	Seventh Day Adventist Rental Inc	12,000.00	13,750.00
410108	Transfer from Endowment	8,575.00	2,800.00
410110	Other Operating Income	24,480.68	3,816.00
410115	Transfer from Reserve Funds	0.00	71,542.69
	<b>Total Operating Fund Income</b>	<b>\$351,201.62</b>	<b>\$371,797.99</b>
424400	Thrivent Fund Income	0.00	112.00
425100	Pastor/Staff Compensation Reserve Income	0.00	120,000.00
425820	Cap Impr - Landscaping Income	0.00	18,301.25
447010	Memorials Fund Income	2,275.00	2,990.00
447100	Poinsettias, Lillies, Etc. Fund Income	725.00	935.00
447120	Church Events Fund Income	184.00	462.00
447130	Vicar/Staff Gifts Fund Income	1,955.00	370.00
447180	Columbarium Fund Income	1,200.00	3,600.00
447580	Capital Improvements Fund Income	12,820.00	63,224.15
	<b>Total Income</b>	<b>\$370,360.62</b>	<b>\$581,792.39</b>
<b><i>Not Contingent Operating Expenses</i></b>			
<b><i>Professional Ministry Expense</i></b>			
561100	Pastor's Salary & Housing	101,413.44	48,483.62
561200	Pastor's Pension	10,920.72	818.79
561300	Pastor's Health & Dental Insurance	17,405.61	1,316.15
561500	Pastor's Social Security Allowance	7,742.24	646.50
	<b>Total Professional Ministry</b>	<b>\$137,482.01</b>	<b>\$51,265.06</b>
<b><i>Church Administration Expense</i></b>			
562100	Office Administrator Salary	30,596.80	31,360.94
562120	Office Admin./Dir of Music - Pension	6,615.36	7,373.98
562150	Office Admin./Dir of Music - Health Insur.	12,688.82	13,116.39
562200	Office Supplies	1,785.13	576.53
562210	Bank Fees/Vanco Fees	2,437.89	2,841.31
562220	Payroll processing fees	1,626.44	1,717.15
562250	Bookkeeping/Accounting Services	4,500.00	5,400.00
562300	Copier Maintenance	2,949.98	2,258.63
562400	Computer Software & Maintenance	1,902.20	1,587.06
562500	Postage	0.00	195.00
562600	Telephone & Internet	1,691.93	1,737.44
562700	Employment Taxes (all staff)	5,887.06	7,212.77
	<b>Total Church Administration</b>	<b>\$72,681.61</b>	<b>\$75,377.20</b>

**First English Lutheran Church - Austin TX**  
**Treasurer's Report as of December 2023**

Monday, January 15, 2024

Page 2 of 4

Account #	Account Name	Previous YTD	YTD Balance
<b><i>Worship and Music Expense</i></b>			
564100	Director of Music Salary	35,556.80	43,791.71
564300	Worship Supplies	4,634.08	5,797.61
564700	Instrumentalists/Spec. Music	0.00	250.00
564750	Substitute Presiding Minister	2,602.08	7,687.12
564800	Substitute Organist	1,750.00	2,300.00
	<b>Total Worship &amp; Music</b>	<b>\$44,542.96</b>	<b>\$59,826.44</b>
<b><i>Education and Youth Expense</i></b>			
565200	Christian Ed Curriculum	461.33	199.00
	<b>Total Education &amp; Youth</b>	<b>\$461.33</b>	<b>\$199.00</b>
<b><i>Property Expense</i></b>			
551210	Wastewater (Religious Coalition/Homeless)	2,472.60	2,488.68
566100	Custodians	5,704.47	7,199.88
566400	Equipment & Bldg. Maintenance	28,358.36	18,737.61
566500	Other Utilities	6,839.11	6,982.17
566600	Insurance	7,263.14	8,325.41
	<b>Total Property</b>	<b>\$50,637.68</b>	<b>\$43,733.75</b>
<b><i>Fellowship and Outreach Expense</i></b>			
568300	Receptions & Hospitality	0.00	9,044.79
568400	Stephen Ministry Program	1,632.95	120.35
568450	Strategic Mission Outreach	0.00	231.40
	<b>Total Fellowship &amp; Outreach</b>	<b>\$1,632.95</b>	<b>\$9,396.54</b>
<b><i>Committed Expenses</i></b>			
<b><i>Committed Benevolence</i></b>			
555110	<i>Committed E-Benevolence Pool</i>		
555111	Lutheran Immigration and Refugee Services	0.00	1,500.00
555112	Lutheran Campus Ministry	0.00	1,500.00
	<i>Total Committed E-Benevolence Pool</i>	<i>\$0.00</i>	<i>\$3,000.00</i>
555120	Committed Mission Support	0.00	8,500.00
	<b>Total Committed Benevolence</b>	<b>\$0.00</b>	<b>\$11,500.00</b>
<b><i>Committed Funding</i></b>			
555220	Committed Funding-Reserve Funds	0.00	120,000.00
	<b>Total Committed Funding</b>	<b>\$0.00</b>	<b>\$120,000.00</b>
	<b>Total Committed Expenses</b>	<b>\$0.00</b>	<b>\$131,500.00</b>
	<b>Total Non-Contingent Expenses</b>	<b>\$307,438.54</b>	<b>\$371,297.99</b>
<b><i>Oper Expenses Contingent on Provisional Surplus</i></b>			
551100	Synod Contribution	16,358.77	500.00
	<b>Total Contingent Expenses</b>	<b>\$16,358.77</b>	<b>\$500.00</b>
525100	Pastor/Staff Compensation Reserve Exp	0.00	48,766.46
526000	Emergency Borrowing Fund Expense	0.00	22,776.23
557100	Poinsettias, Lillies, Etc. Fund Expense	0.00	269.40

**First English Lutheran Church - Austin TX**  
**Treasurer's Report as of December 2023**

**Monday, January 15, 2024**

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Account #	Account Name	Previous YTD	YTD Balance
557120	Church Events Fund Expense	14.00	317.93
557180	Columbarium Fund Expense	0.00	155.00
557580	Capital Improvements Fund Expense	30,089.38	83,089.04
	<b>Total Expenses</b>	<b>\$353,900.69</b>	<b>\$527,172.05</b>
	<b>Difference</b>	<b>\$16,459.93</b>	<b>\$54,620.34</b>

If the accounts in the subtotals have changed or if ledger and subsidiary account attributes have changed, Previous YTD totals may not represent a valid comparison.

When showing the Previous YTD balance and excluding zero balance accounts, subtotals may not be accurate.

First English Lutheran Church  
2023 Pass-Through Activity

<b>Pass Through Fund</b>	<b>Amount Paid Out in 2023</b>
ELCA World Hunger	\$650.00
ELCA Disaster Relief	\$550.00
Micah 6	\$5,525.00
Pass-Through Other -Pastor Travel Gift	\$5,255.00
Pass-Through Other	\$0

**ENDOWMENT COMMITTEE  
FIRST ENGLISH LUTHERAN CHURCH**

January 4, 2024

Congregation Council  
First English Lutheran Church  
3001 Whitis  
Austin, Texas 78705

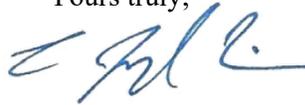
Dear Council Members:

We enclose financial statements for the First English Lutheran Church Endowment Fund for the 12 month period ending December 31, 2023. These statements have been prepared on the cash basis, without audit.

During 2023, distributions from the endowment funds totaled \$2,800.00.

On the Balance Sheet we use our costs (that is, the amounts we have invested) to report the value of each holding. These cost figures are usually different from the market value of these holdings, and the market value of each holding is given in a footnote to the Balance Sheet. Any increase or decrease in the market value of a holding is not recognized on our books until we sell the investment. On page 5 of the financial statements, I have prepared an additional sheet that gives 2023 investment performance information (that is, changes in market value) for each of the Endowment Fund's holdings and for the Fund as a whole. Please note that the changes in market value of our holdings reflect not only changes in market prices, but also additions and reductions in the number of units held by us, as indicated in the footnotes on page 5.

Yours truly,



Joe Cain

cc: Larry Collmann  
Terry Porter

First English Lutheran Church  
Endowment Funds  
Statement of Assets and Fund Balances  
(Cash Basis - Unaudited)  
As of 31-Dec-23

ASSETS

Cash		
Charles Schwab Account	\$18,584.74	
Total Cash	\$18,584.74	

Account Receivable		\$0.00
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Investments

Vanguard Long Term Bond Fund	\$68,707.81	Note 1
Fidelity Four in One Index Fund	\$28,300.00	Note 2
Buffalo Discovery Fund	\$34,530.15	Note 3
Vanguard High Yield Corporate Bond Fund	\$20,156.57	Note 4
Vanguard Total Bond Market Fund	\$5,286.89	Note 5
Mission Investment Fund - ELCA	\$96,610.48	Note 6
ELCA Endowment Fund Pooled Trust Ministry		
Growth Fund	\$63,010.49	Note 7
T. Rowe Price Blue Chip Growth Fund	\$10,025.00	Note 8
Total Investments	\$326,627.39	

TOTAL ASSETS		\$ 345,212.13
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LIABILITIES

Accounts Payable		\$ -
TOTAL LIABILITIES		\$ -

FUND BALANCES

Jessen Endowment	\$ 47,126.45
General Endowment	\$ 52,149.78
Vicar Endowment	\$ 38,054.77
Building Improvement Fund	\$ 7,424.91
Heimann Endowment	\$ 32,542.07
Music Endowment	\$ 2,052.31

Centennial Endowment	\$ 160.50
Jurgens Endowment	\$ 6,628.28
Margaret Berg Altar Care Endowment	\$ 3,473.24
Nau Endowment	\$ 5,573.29
Metzger Endowment	\$ 91,788.34
Kornfuehrer Endowment	\$ 58,238.18
TOTAL FUND BALANCES	<u>\$ 345,212.13</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 345,212.13</u>

Notes:

- Note 1 This investment is carried at cost. On December 31, 2023, its fair market value was \$57,228.76.
- Note 2 This investment is carried at cost. On December 31, 2023, its fair market value was \$45,853.59.
- Note 3 This investment is carried at cost. On December 31, 2023 its fair market value was \$41,959.93.
- Note 4 This investment is carried at cost. On December 31, 2023, its fair market value was \$18,463.67.
- Note 5 This investment is carried at cost. On December 31, 2023, its fair market value was \$4,654.19.
- Note 6 This investment is carried at cost. On December 31, 2023, its fair market value was \$96,610.48, the same as its cost.
- Note 7 This investment is carried at cost. On November 30, 2023, its fair market value was \$74,483.51.
- Note 8 This investment is carried at cost. On December 31, 2023, its fair market value was \$9,986.37.

First English Lutheran Church  
Endowment Funds  
Statement of Income and Expense  
(Cash Basis - Unaudited)

	From	1-Jan-23	To	31-Dec-23
<b>REVENUES</b>				
Interest				\$ 1,633.20
Dividends				\$ 7,628.50
Capital Gain/Loss				\$ 878.44
<b>TOTAL REVENUES</b>				<u>\$ 10,140.14</u>
<b>EXPENSES</b>				
Bank Charges				\$ -
Brokerage Commissions				\$ -
<b>TOTAL EXPENSES</b>				<u>\$ -</u>
<b>NET INCOME (LOSS)</b>				<u>\$ 10,140.14</u>

First English Lutheran Church  
Endowment Funds  
Detail of Fund Transactions  
(Cash Basis - Unaudited)

From                      1-Jan-23                      To                      31-Dec-23

FUND	Principal	Undistributed	Fund	Principal	Principal	Principal	Earnings	Earnings	Earnings	Principal	Undistributed	Fund
	Balance at 31-Dec-22	Earnings at 31-Dec-22	Balance at 31-Dec-22	Added thru 31-Dec-23	Distrib. thru 31-Dec-23	Balance at 31-Dec-23	Added thru 31-Dec-23	Distrib. thru 31-Dec-23	Balance at 31-Dec-23	Balance at 31-Dec-23	Earnings at 31-Dec-23	Balance at 31-Dec-23
Jessen Endowment	30,510.00	15,243.31	45,753.31	-		30,510.00	1,373.14	-	16,616.45	30,510.00	16,616.45	47,126.45
General Endowment	34,663.00	15,967.29	50,630.29	-		34,663.00	1,519.50		17,486.79	34,663.00	17,486.79	52,149.79
Vicar Endowment	31,300.00	5,645.96	36,945.96			31,300.00	1,108.81		6,754.77	31,300.00	6,754.77	38,054.77
Building Improvement Fund	6,524.00	684.57	7,208.57			6,524.00	216.34		900.91	6,524.00	900.91	7,424.91
Heimann Endowment	19,078.00	12,515.88	31,593.88	-		19,078.00	948.19		13,464.07	19,078.00	13,464.07	32,542.07
Music Endowment	1,350.00	642.51	1,992.51	-	-	1,350.00	59.80		702.31	1,350.00	702.31	2,052.31
Centennial Endowment	-	155.83	155.83	-		-	4.68		160.51	-	160.51	160.51
Jurgens Endowment	5,737.00	698.16	6,435.16	-		5,737.00	193.13		891.29	5,737.00	891.29	6,628.29
Margaret Berg Altar Care Endowment	1,396.00	1,976.04	3,372.04	-	-	1,396.00	101.20	-	2,077.24	1,396.00	2,077.24	3,473.24
Nau Endowment	5,000.00	410.89	5,410.89	-		5,000.00	162.39		573.28	5,000.00	573.28	5,573.28
Metzger Endowment	50,150.00	41,682.29	91,832.29			50,150.00	2,756.05	2,800.00	41,638.34	50,150.00	41,638.34	91,788.34
Kornfuehrer Endowment	50,000.00	6,541.28	56,541.28			50,000.00	1,696.90		8,238.18	50,000.00	8,238.18	58,238.18
	<u>\$235,708.00</u>	<u>\$102,164.01</u>	<u>\$337,872.01</u>	-	-	<u>235,708.00</u>	<u>10,140.14</u>	<u>2,800.00</u>	<u>109,504.15</u>	<u>235,708.00</u>	<u>109,504.15</u>	<u>345,212.15</u>

:: Note: The donor of \$1,500 to the building improvement fund waived any prohibition against distribution of \$1,000 of that gift, and a 2009 distribution of \$703 was recorded as a distribution of principal out of that unrestricted gift. Accordingly, in the end of year balances, \$297 of the Principal Balance of the Building Improvement Fund remains available for distribution.

First English Lutheran Church  
 Endowment Funds  
 Investment Performance in 2023  
 (Cash Basis - Unaudited)

	<b>Market Value In 2022</b>	<b>Market Value In 2023</b>	<b>Change</b>	<b>Morningstar Rating</b>
Current Income	\$ 12,401	\$ 10,140	-18.23%	
Current Income as % of Assets	3.67%	2.94%		
Vanguard Long Term Bond Fund	\$ 52,373	\$ 57,229	9.27% Note 1	3 star
Fidelity Four in One Index Fund	\$ 39,659	\$ 45,854	15.62%	4 star
Buffalo Discovery Fund	\$ 33,757	\$ 41,960	24.30%	3 star
Vanguard High Yield Corporate Bond Fund	\$ 17,544	\$ 18,464	5.24%	4 star
Vanguard Total Bond Market Index Admiral Shares	\$ 4,544	\$ 4,654	2.42%	3 star
Mission Investment Fund	\$ 95,046	\$ 96,610	1.65% Note 2	
ELCA Endowment Fund A	\$ 72,764	\$ 74,484	2.36%	
T. Rowe Price Blue Chip Growth	\$ 6,922	\$ 9,986	44.27%	3 star
<b>Total Portfolio</b>	<b>\$ 322,609</b>	<b>\$ 349,241</b>	<b>8.26%</b>	

Note 1 The 2023 value includes the value of units acquired through re-investment of \$2,578.32 of dividends.

Note 2 The 2023 value includes reinvestment of interest received of \$1,564.24.

First English Lutheran Church  
Endowment Funds  
Statement of Assets and Fund Balances  
(Cash Basis - Unaudited)  
As of 31-Dec-23

ASSETS

Cash		
Charles Schwab Account	\$18,584.74	
Total Cash	<u>\$18,584.74</u>	

Account Receivable	\$0.00	
--------------------	--------	--

Investments

Vanguard Long Term Bond Fund	\$68,707.81	Note 1
Fidelity Four in One Index Fund	\$28,300.00	Note 2
Buffalo Discovery Fund	\$34,530.15	Note 3
Vanguard High Yield Corporate Bond Fund	\$20,156.57	Note 4
Vanguard Total Bond Market Fund	\$5,286.89	Note 5
Mission Investment Fund - ELCA	\$96,610.48	Note 6
ELCA Endowment Fund Pooled Trust Ministry Growth Fund	\$63,010.49	Note 7
T. Rowe Price Blue Chip Growth Fund	<u>\$10,025.00</u>	Note 8
Total Investments	<u>\$326,627.39</u>	

TOTAL ASSETS	<u>\$ 345,212.13</u>	
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LIABILITIES

Accounts Payable	\$ -	
TOTAL LIABILITIES	<u>\$ -</u>	

FUND BALANCES

Jessen Endowment	\$ 47,126.45
General Endowment	\$ 52,149.78
Vicar Endowment	\$ 38,054.77
Building Improvement Fund	\$ 7,424.91
Heimann Endowment	\$ 32,542.07
Music Endowment	\$ 2,052.31
Centennial Endowment	\$ 160.50

Jurgens Endowment	\$ 6,628.28
Margaret Berg Altar Care Endowment	\$ 3,473.24
Nau Endowment	\$ 5,573.29
Metzger Endowment	\$ 91,788.34
Kornfuehrer Endowment	\$ 58,238.18
TOTAL FUND BALANCES	<u>\$ 345,212.13</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 345,212.13</u>

Notes:

- Note 1 This investment is carried at cost. On December 31, 2023, its fair market value was \$57,228.76.
- Note 2 This investment is carried at cost. On December 31, 2023, its fair market value was \$45,853.59.
- Note 3 This investment is carried at cost. On December 31, 2023 its fair market value was \$41,959.93.
- Note 4 This investment is carried at cost. On December 31, 2023, its fair market value was \$18,463.67.
- Note 5 This investment is carried at cost. On December 31, 2023, its fair market value was \$4,654.19.
- Note 6 This investment is carried at cost. On December 31, 2023, its fair market value was \$96,610.48, the same as its cost.
- Note 7 This investment is carried at cost. On November 30, 2023, its fair market value was \$74,483.51.
- Note 8 This investment is carried at cost. On December 31, 2023, its fair market value was \$9,986.37.

First English Lutheran Church  
Procedures for Consolidation of the Financial Statements of  
The Endowment Fund into the General Financial Statements  
Of the Congregation

Prepared March 1, 2020

The Congregation's Endowment Fund is separately managed by the Endowment Committee, and the transactions in that fund are separately reported by the Endowment Committee on financial statements prepared for the Endowment Fund. These financial statements are prepared once a year at year-end.

It is appropriate for the Congregation's general financial statements to include information concerning the Endowment Fund, so the separate Endowment Fund financial statements are consolidated into the Congregation's general financial statements at year-end.

Generally, information reported in the monthly general financial statements for the Endowment Fund reflects the balances for the preceding year-end (but see paragraph 2 below for an exception); that information is updated in the next year-end general financial statements by consolidation of the year-end Endowment Fund financial statements for that year.

Income, gain, expense, and loss items from investment of the Endowment Fund are remitted to the separate brokerage account maintained by the Endowment Committee. Those items are not recorded on the general books except by the year-end consolidation.

Contributions to the Endowment Fund are also remitted to the separate brokerage account maintained by the Endowment Committee. Those items are not recorded on the general books except by the year-end consolidation.

Occasionally, a distribution is made from the Endowment Fund to the Congregation's general accounts during the year, and the receipt of those funds is reported on the monthly general financial statements. This makes it necessary to make some interim adjustment on the general books to the previous year-end Endowment Fund balances.

To simplify the process by which these interim adjustments are made on the general books and the consolidation is undertaken at year-end, the following procedures are followed:

1. When a distribution is made from an Endowment Fund to the Congregation's general account, the operating fund's cash account is debited and the offsetting credit is made to an income account named "Transfers from Endowment".
2. At the time of an entry described in paragraph 1 above, an adjusting entry should be made on the general books debiting the involved Endowment Fund reserve account, and the offsetting credit should be made to the Endowment Fund asset account.

3. At year end, the consolidation is effected by an adjusting entry that brings the balances on the general books of the Endowment Fund asset account and each Endowment Fund reserve account (after all adjusting entries described in paragraph 2) to the corresponding balances on the Endowment Fund year-end financial statements. No income or expense entry is made on the general books because all Endowment income and expense is separately reported on the Endowment Fund financial statements.
4. It sometimes happens that, after the year is over and the operating account net income or loss for the year is provisionally known, the Congregation Council gives instructions for additional distributions to the general fund from the Endowment Fund, to be recorded in the year just ended, in order to address any provisional net loss. In such a case, the distributions would be recorded on the year-end general books by debiting accounts receivable (with the offsetting credit to the Transfer from Endowment income account) and a corresponding account payable would be credited as of year-end on the Endowment Fund books (with a corresponding debit to the involved Endowment Fund account). The resulting accounts receivable and accounts payable are resolved in a subsequent accounting period when the remittance is made from the Endowment Fund to the general operating account.
5. When a year-end account receivable and account payable are set up as described in paragraph 4 above, both the account receivable and the account payable should be shown on the consolidated year-end financial statements. While this is may be an unusual consolidated presentation of an “inter-company transaction”, it does allow the Endowment Fund asset account on the general books to fully reflect the assets held in the separate Endowment Fund brokerage accounts and makes it easier to correlate the separate Endowment Fund financial statements to the consolidated financial statements.

## Memorandum

To: First English Lutheran Church Congregation  
From: Finance Committee  
Date: January 11, 2024  
Re: Proposed Budget for 2024

This memorandum accompanies the proposal for the 2024 budget, as approved by the Congregation Council. It is submitted for your approval at the Congregational Meeting on January 28.

Some comments about the proposal are in order.

1. Please note that in the 2023 column for actual amounts, the figures are 8-month totals through August, rather than full-year totals.
2. The proposal does not include any amount for rent from the Seventh Day Adventist congregation. If that relationship is continued, some additional rent income can be expected.
3. This proposal suggests committed benevolence payments (which include mission support to the Synod) of \$20,000, which is 6.15% of total projected revenue. Additionally, this proposal continues to use the “provisional surplus” method of budgeting for additional benevolence and mission support. Under current projections, the benevolence and mission support from provisional surplus would be another 0.38% of projected revenue.
4. This proposal includes pastoral compensation and benefits at the present low level for our transition pastor. It does not anticipate an increase in pastoral compensation that can be expected when we call a pastor. The Finance Committee recommends that the initial 2024 budget not try to anticipate those costs, but that instead, we look forward to amending the budget when the call process has been completed and the pastoral compensation and benefits figures are known.

This initial proposal includes continued transfers of \$42,000 into the Reserve Fund for Pastoral and Staff Compensation and Transition Expenses. We project that, with those additional transfers, the reserve fund will have a balance of about \$110,000 available for use in 2024 to pay the increased compensation and benefit costs for a called pastor. This should make it possible to pay increased pastoral compensation and benefits without major cuts to the other budgeted expenditures suggested in this initial proposal.

5. This proposal includes committed transfers of \$12,000 to the Emergency Borrowing Fund. The Finance Committee recommends the target balance of \$55,000 so that it can serve two purposes:

- a. It would provide us with working capital of \$40,000, which is equal to 1½ times our average monthly cash requirements. This will ensure that we can promptly pay our bills during the middle months of the year, when revenues are usually less than the monthly average.
  - b. It would provide us with a reserve of \$15,000 to use in case we have operating losses in 2024.
6. Some consideration should be given to budgeting for years beyond 2024. As was mentioned in paragraph 4 above, the balance of the Reserve Fund for Pastoral and Staff Compensation and Transition Expenses should enable us to provide 2024 compensation for a called pastor without major cuts to the other budgeted expenditures for 2024.

But that reserve may be exhausted in meeting those 2024 needs, while the 2025 budget will call for pastor compensation and benefit figures much higher than those in this initial 2024 budget. Additionally, we may decide to expand the job description for the office administrator, which would probably require a substantial increase to compensation and benefits for that position. Since there will be no significant reserve balance to fund these increases, we will need to meet them in 2025 with some combination of increases in our revenues or reductions in our spending in other areas.

**First English Lutheran Church - Austin TX  
2024**

Revised 2024-01-11 (to add line numbers)

Line No.	Account #	Account Name	Actual Amounts				Budgeted Amounts			Proposed Budget	% of budgeted revenue	
			2020	2021	2022	2023	2021	2022	2023	2024		
						8 months						
1		<b>Operating Income</b>										
2	410101	Loose	498.00	363.00	930.00	1,114.00	2,200.00	250.00	0.00	250.00		0.08%
3	410102	Unified, Current & Benev.	318,400.56	313,497.90	301,315.94	173,166.10	315,000.00	315,000.00	315,000.00	315,000.00		96.91%
4	410103	Gifts in Kind	0.00	0.00	0.00	0.00	3,800.00	3,800.00	2,400.00	3,800.00		1.17%
5	410104	Building Use	650.00	50.00	3,900.00	300.00	600.00	600.00	3,000.00	3,000.00		0.92%
6	410105	Seventh Day Adventist Rental Inc	6,050.00	6,000.00	12,000.00	9,250.00	5,400.00	10,800.00	10,800.00	0.00		0.00%
7	410106	Seasonal Offerings	171.00	0.00	1,500.00	0.00	500.00	0.00	0.00	0.00		0.00%
8	410108	Transfer from Endowment	0.00	5,000.00	8,575.00	2,800.00	0.00	4,000.00	0.00	3,000.00		0.92%
9	410110	Other Operating Income	45.66	25,642.07	24,480.68	1,028.39	10,000.00	0.00	0.00	0.00		0.00%
10	410115	Transfer from Reserve Funds	0.00	0.00	0.00	28,888.75	0.00	0.00	0.00	0.00		0.00%
11	410120	Suspense - Income Account	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00%
12												
13		<b>Total Operating Income</b>	<b>325,815.22</b>	<b>350,552.97</b>	<b>352,701.62</b>	<b>216,547.24</b>	<b>337,500.00</b>	<b>334,450.00</b>	<b>331,200.00</b>	<b>325,050.00</b>		
14												
15											<b>% of non-contingent expenses</b>	
16		<b>Operating Expenses Not Contingent on Provisional Surplus</b>										
17												
18		<b>Committed Benevolence</b>										
19		Committed Vicar Expense										
20	551410	Vicar - Stipend	9,600.00	4,500.00	5,400.00	0.00	4,500.00	9900.00	0.00	0.00		
21	551420	Vicar - Rent & Utilities	5,417.60	2,237.50	2,385.00	0.00	2,367.50	4600.00	0.00	0.00		
22	551430	Vicar - Telephone/Internet	53.55	93.45	220.14	0.00	0.00	330.00	0.00	0.00		
23	551440	Vicar - Auto Expense	377.07	0.00	0.00	0.00	250.00	250.00	0.00	0.00		
24	551450	Vicar - Travel & Tuition	0.00	925.00	0.00	0.00	750.00	750.00	0.00	0.00		
25												
26		<b>Total Vicar Expense</b>	<b>15,448.22</b>	<b>7,755.95</b>	<b>8,005.14</b>	<b>0.00</b>	<b>7,867.50</b>	<b>15,830.00</b>	<b>0.00</b>	<b>0.00</b>	0.00%	
27												
28	555110	Committed Benevolence Pool	0.00	0.00	0.00	1,750.00	0.00	0.00	3,000.00	10,000.00		\$7,000 is proposed for Micah Six, and \$3,000 for other Benevolence Pool recipients.
29	555120	Committed Mission Support	0.00	0.00	0.00	3,500.00	0.00	0.00	6,000.00	10,000.00		Additional Mission Support (our Synod contribution) may be provided out of surplus as indicated in Operating Expenses Contingent of Provisional Surplus
30												
31		<b>Total Committed Benevolence</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,250.00</b>	<b>0.00</b>	<b>0.00</b>	<b>9,000.00</b>	<b>20,000.00</b>	6.18%	6.15%
32												
33	555210	Committed Funding of Emergency Borrowing Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,000.00		To increase the balance of the Emergency Borrowing Fund
34	555220	Funding of Reserve Funds	0.00	0.00	2,000.00	80,000.00	8,000.00	0.00	120,000.00	42,000.00		For transfer to the Reserve Fund for Pastoral and Staff Compensation and Transition Expenses
35												
36		<b>Total Committed Benevolence and Reserve transfers</b>	<b>15,448.22</b>	<b>7,755.95</b>	<b>10,005.14</b>	<b>85,250.00</b>	<b>15,867.50</b>	<b>15,830.00</b>	<b>129,000.00</b>	<b>74,000.00</b>	22.85%	
37												
38												
39												
40		<b>Professional Ministry Expense</b>										
41	561100	Pastor's Salary & Housing	97,000.08	98,940.00	101,413.44	31,943.62	98,940.00	101,413.50	16,500.00	49,980.00		
42	561200	Pastor's Pension	10,442.16	10,671.84	10,920.72	818.79	10,650.96	10,917.24	909.77	0.00		
43	561300	Pastor's Health & Dental Insurance	37,666.74	40,007.41	17,405.61	1,316.15	40,011.24	29,185.80	1,324.66	0.00		
44	561400	Pastor's Continuing Education	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,400.00		
45	561500	Pastor's Social Security Allowance	7,420.32	7,556.50	7,742.24	646.50	7,568.91	7,758.13	1,262.25	3,823.47		
46	562800	Pastor's Auto Expense	124.20	68.62	109.98	0.00	650.00	650.00	0.00	0.00		
47	562900	Pastor's Professional Expense/Books	1,095.26	975.59	1,200.52	0.00	1,000.00	1,400.00	0.00	0.00		
48												
49		<b>Total Professional Ministry</b>	<b>153,748.76</b>	<b>158,219.94</b>	<b>138,792.51</b>	<b>34,725.06</b>	<b>158,821.11</b>	<b>151,324.67</b>	<b>19,996.68</b>	<b>55,203.47</b>	17.05%	
50												
51		<b>Church Administration Expenses</b>										
52	562199	Office Supplies	0.00			0.00	0.00			0.00		This is an unused budget line and will be retired.
53	562100	Office Administrator Salary	28,666.80	29,756.06	30,596.80	23,305.94	29,784.00	30,528.60	33,184.59	21,840.00		

	Account #	Account Name	Actual Amounts				Budgeted Amounts			Proposed Budget		
			2020	2021	2022	2023	2021	2022	2023	2024		
54	562120	Office Admin. - Pension	6,327.48	6,443.42	6,615.36	4,977.02	6,453.96	6,615.36	7,005.67	0.00		
55	562150	Office Admin. - Health Insur.	11,927.34	12,242.64	12,688.82	8,736.91	12,262.68	12,391.68	12,966.24	0.00		
56	562200	Office Supplies/Postage	1,603.82	985.10	1,785.13	544.30	2,300.00	2,000.00	2,200.00	3,300.00		
57	562210	Bank Fees/Vanco Fees	1,835.60	2,669.40	2,437.89	1,747.21	1,800.00	2,600.00	2,500.00	2,500.00		
58	562220	Payroll Processing Fees	1,491.93	1,530.28	1,626.44	1,133.95	1,800.00	1,650.00	1,800.00	1,800.00		
59	562250	Bookkeeping/Accounting Svcs	5,400.00	5,850.00	4,500.00	3,600.00	5,400.00	5,850.00	6,500.00	6,500.00		
60	562300	Copier Maintenance	2,188.57	2,221.79	2,949.98	1,620.66	3,300.00	2,500.00	2,300.00	2,300.00		
61	562400	Computer Software & Maintenance	1,566.76	1,804.53	1,902.20	1,049.16	1,500.00	1,500.00	1,980.00	4,000.00		Our share of a common expense with CDC This includes a request for \$3,000 to acquire computers and docking stations for the pastor, office administrator, and music director, and related software subscriptions.
62	562500	Postage	110.00	221.85	0.00	63.00	350.00	300.00	200.00	0.00		this account will be retired.
63	562600	Telephone & Internet	1,478.89	1,629.87	1,691.93	1,423.84	1,500.00	1,650.00	1,700.00	1,620.00		Our share of a common expense with CDC
64	562700	Social Security and Medicare (all staff)	5,574.96	5,625.80	5,887.06	4,629.17	5,017.64	5,098.99	5,654.03	5,796.53		
65	562910	Synod Assmly./Theological Conf. Expns	0.00	90.00	540.00	0.00	1,400.00	1,400.00	0.00	1,400.00		
66	590100	Suspense - Expense Acct	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
67												
68		Total Church Administration	68,172.15	71,070.74	73,221.61	52,831.16	72,868.28	74,084.63	77,990.52	51,056.53	15.77%	
69												
70		Worship and Music Expense										
71	564100	Director of Music Salary	34,608.00	34,784.00	35,556.80	25,814.51	34,756.00	35,624.90	38,724.27	53,931.64		
73	new	Director of Music - Pension								5,393.04		
74	new	Director of Music - Health Insur.								10,570.44		
75	564150	Director of Music Continuing Education	100.00	0.00	0.00	0.00	100.00	100.00	100.00	700.00		
76	564850	Choral Section Leader Stipends	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	3,000.00		
77	564300	Worship Supplies	2,018.87	2,060.77	4,634.08	4,911.46	2,000.00	2,000.00	1,800.00	2,500.00		Includes \$725 for new wireless microphones
78	564400	Music Supplies	0.00	34.58	387.08	0.00	500.00	500.00	300.00	300.00		
79	564500	Nursery Caregiver	0.00	0.00	0.00	0.00	1,050.00	0.00	2,000.00	0.00		
80	564600	Maintenance of Musical Instrum	0.00	160.00	0.00	0.00	500.00	500.00	400.00	800.00		
81	564700	Instrumentalists/Spec. Music	0.00	162.00	0.00	250.00	800.00	1,000.00	500.00	1,000.00		
82	564750	Substitute Preacher	0.00	200.00	2,602.08	5,364.41	600.00	400.00	1,500.00	5,000.00		
83	564800	Substitute Organist	150.00	2,450.00	1,750.00	2,050.00	600.00	800.00	800.00	1,200.00		4 Sundays at \$300 each
84												
85		Total Worship & Music	36,876.87	39,851.35	44,930.04	38,390.38	40,906.00	40,924.90	48,124.27	84,395.12	26.06%	
86												
87		Education and Youth Expense										
88	565200	Christian Ed Curriculum	0.00	16.00	461.33	0.00	200.00	200.00	500.00	500.00		
89	565250	Christian Ed Supplies	0.00	373.20	0.00	0.00	200.00	200.00	200.00	200.00		
90	565270	Godly Play Program	0.00	55.00	0.00	0.00	500.00	500.00	0.00	250.00		
91	565300	Youth Program	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00		
92	565400	Confirmation Program	317.52	99.99	0.00	0.00	300.00	300.00	100.00	0.00		
93	565500	Adult Forum	0.00	0.00	0.00	0.00	200.00	200.00	200.00	400.00		
94	565600	Christian Ed Special Events	0.00	0.00	31.34	0.00	600.00	600.00	600.00	1,800.00		
95												
96		Total Education & Youth	317.52	544.19	492.67	0.00	2,000.00	2,000.00	1,600.00	3,250.00	1.00%	
97												
98		Property Expense										
99	551210	Wastewater (Religious Coalition/Homeles)	2,530.43	2,472.60	2,472.60	1,659.12	2,500.00	2,500.00	2,500.00	2,500.00		
100	566100	Custodians	5,655.52	6,752.27	5,704.47	4,799.92	6,990.87	7,165.64	7,200.00	8,760.00		Our share of a common expense with CDC
101	566400	Equipment & Bldg. Maintenance	2,115.06	12,226.56	28,358.36	11,962.82	6,000.00	9,000.00	9,000.00	11,047.50		Includes our share of pest control costs.
102	566450	Landscape Maintenance	0.00	1,715.00	0.00	0.00	3,800.00	3,800.00	4,400.00	3,800.00		
103	566500	Other Utilities	4,128.02	6,238.42	6,839.11	3,523.15	8,000.00	8,000.00	8,600.00	15,200.00		Our share of a common expense with CDC
104	566600	Insurance	7,362.01	6,966.18	7,263.14	5,061.56	7,139.00	7,200.00	7,556.00	8,888.60		Our share of a common expense with CDC
105												
106		Total Property	21,791.04	36,371.03	50,637.68	27,006.57	34,429.87	37,665.64	39,256.00	50,196.10	15.50%	
107												
108		Fellowship and Outreach Expense										
109	568150	Advertising	0.00	112.69	271.49	0.00	500.00	500.00	500.00	500.00		
110	568300	Receptions & Hospitality	250.00	0.00	0.00	8,861.76	400.00	400.00	100.00	1,000.00		
111	568325	Senior Ministry	126.89	0.00	0.00	0.00	500.00	250.00	250.00	0.00		
112	568350	Social Ministry Program	250.00	0.00	0.00	0.00	1,000.00	400.00	100.00	0.00		
113	568400	Care Ministry Program	0.00	0.00	1,632.95	0.00	350.00	200.00	200.00	500.00		
114	568450	Strategic Mission Outreach	0.00	0.00	0.00	231.40	2,000.00	2,000.00	1,000.00	2,000.00		
115	568200	Diversity Ministry				0.00			200.00	1,400.00		includes \$1,200 for diversity and \$200 for racial justice
116	new	Stewardship							300.00			
117												
118		Total Fellowship & Outreach	626.89	112.69	1,904.44	9,093.16	4,750.00	3,750.00	2,350.00	5,700.00	1.76%	
119												
120	562230	Interest Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
121												
122												
123		Total Non-Contingent Expenses	296,981.45	313,925.91	319,984.09	247,296.33	329,642.76	325,579.85	318,317.47	323,801.22	100.00%	

	Account #	Account Name	Actual Amounts				Budgeted Amounts			Proposed Budget		
			2020	2021	2022	2023	2021	2022	2023	2024		
124												
125												
126		Provisional Surplus	28,833.77	36,627.06	32,717.53	-30,749.09	7,857.25	8,870.15	12,882.53	1,248.78		
127												
128		Operating Expenses Contingent on Provisional Surplus									% of budgeted revenue	
129												
130	551100	Mission Support	14,416.89	5,813.53	16,358.77	500.00	3,928.62	4,435.08	6,441.27	624.39	0.19%	
131												
132		Benevolence Pool Expense										
133	551220	MELJ Center Benevolence	3,604.22		0.00	0.00						
134	551240	Sunrise Homeless Navigation Center	0.00	1,365.68	0.00	0.00						
135	551260	LuMin Austin										
136	551270	Out Youth Austin										
137	551280	Refugee Services of Texas										
138	551290	Luth. Seminary Program of SW										
139	551300	TX State Luth. Campus Ministry										
140	551342	ELCA Disaster Relief										
141	551225	Mariposa Family Learning Center										
142	551230	Casa Marianella										
143	551235	ELCA World Hunger (Budgeted)										
144	551370	Micah 6	3,604.22	1,365.68	4,089.68	0.00	0.00					
145	1380	Eagle Pass Frontier Ministries			4,089.70	0.00						
146												
147		Total Benevolence Pool	7,208.44	2,731.36	8,179.38	0.00	1,964.31	2,217.54	3,220.63	624.39	0.19%	
148												
149	562275	Transfer to Emergency Borrowing Fund										
150			7,208.44	27,906.77	8,179.38	0.00	1,964.31	2,217.54	3,220.63	0.00	0.00%	
151		Total Contingent Expenses	28,833.77	36,451.66	32,717.53	500.00	7,857.25	8,870.15	12,882.53	1,248.78	0.38%	
152												
153												
154		Total Operating Expenses	325,815.22	350,377.57	352,701.62	247,796.33	337,500.00	334,450.00	331,200.00	325,050.00		
155												
156		Difference	0.01	175.41	0.00	-31,249.09	0.00	0.00	0.00	0.00		