

**Hope Lutheran Church  
Voters' Assembly Meeting Minutes  
Held on December 13, 2020**

Attendance

Chairman:	Phil O'Brien <input checked="" type="checkbox"/>	Senior Pastor:	Kirk Deuker <input checked="" type="checkbox"/>
Vice-Chairman:	Dave Dennison	Director of Admin & SP:	Beverly Janosky <input checked="" type="checkbox"/>
Secretary:	Dave D'Aurelio <input checked="" type="checkbox"/>	Director of Finance:	Pat Donofrio <input checked="" type="checkbox"/>
Treasurer:	Paul Kandt		
Members-At Large:	Leah Illingworth		
	Marcia Roesser		
	Carrie Sigler		

**26 Voting Members Present In-Person, 85 on-line**

Meeting was called to order at 01:00 PM

Opening prayer

Phil O'Brien led the congregation in prayer.

Motion #1: Approval of minutes

*Phil O'Brien moved that the previous minutes of the December 8<sup>th</sup> 2019 Voters' Assembly and the September 13, 2020 Special Voters' Assembly be approved. Dave D'Aurelio seconded the motion. Voice vote. All in favor. None opposed. Motion passed.*

Presentation of slate of 2021 candidates (Phil O'Brien)

Ashlan Hudson

Pastor Kirk asked Phil O'Brien to explain the nominating process to the congregation.

Q: Are all the members on the board voting members?

A: Board has 7 voting members plus other members who are non-voting

Motion #2: To approve the slate of 2021 Candidates - 01:10 PM

For: 83

Against: 0

Abstain: 1

Financial Report (Pat Donofrio)

Current assets: \$371,325 in checking account, \$1M in investments

- Liabilities: earmarked funds \$838K, credit card balance \$24K
- YTD revenue (October) Actuals 1.454 M, budget 1.64M (Does not include PPP loan proceeds of \$250K)
- YTD expenses – running about \$200K below projections. 2020 YE estimate \$80K below

Q: Is PPP loan only for payroll?

A: Can be used for salaries + benefits, rents.

Q: Did we make significant cuts to ministry expenses? Was anything deferred to 2021?

A: No expenses deferred to 2021

Q: Do we pay interest on our credit cards?

A: No, we pay in full each month so no interest incurred

Q: Examples of ministry expenses that were cut?

A: VBS was cut to 0. Outreach was cut by \$40K. Maintenance costs cut by \$70K. Children's ministry by \$30K.

Q: Why do we not have to pay back the PPP loan?

A: Guidelines were provided by Federal Government (Small Business Association), and as long as we followed them, we were not obligated to pay back the loan proceeds.

Q: Was PPP used to fund Center for Hope operations?

A: No

Motion #3: To accept the finance report as presented 01:23 PM

Pat Donofrio made a motion to accept the financial report, Dave D'Aurelio seconds the motion

For: 84

Against: 0

Abstain: 2

Proposed 2021 Budget (Pat Donofrio) 01:27 PM

- Projecting 10% decrease in 2021 budget baseline
- Buildings & Grounds \$418K, Salaries / benefits 1.135M,
- 2020 budget was 2.03M
- Contingency budget has also been developed, should it be needed

Q: How are salary / benefit cuts being done?

A: Moving to a shared cost model for employees

Q: Is PPP loan being used in 2021?

A: No

- 2021 budget will require giving to be at 90% of the levels in 2020
- Regular giving thru end of November was 1.7M

Q: What impact to missions in 2021?

A: All will be impacted by the 10% cut

- If we exceed budget target, extra 10% will go to missions
- If we miss the target, we have ~\$200K in reserves and contingency funds and could also further cut expenses.

Q: Does the 2021 budget include Brockport property?

A: Not entirely - does not yet include revenue from Brockport or some capital \$\$ being set aside.

Q: Do members have any direct input on how budget is spent?

Input from members is through Board of Elders and Board of Directors. Members always have the opportunity to approach those groups with their questions, concerns and suggestions.

Q: Does 2021 budget include VBS?

A: Yes

#### Motion #4: To adopt the 2021 budget as presented - 01:37 PM

Pat Donofrio makes a motion to adopt the 2021 budget as presented. Dave D'Aurelio seconds the motion.

For: 82

Against: 1

Abstain: 2

#### Building Team Update 01:42 PM

Pastor Kirk presented building team milestones and project timeline

- Congregation approved \$4.7M for budget, project completed \$120K under budget.
- Proposed new Gathering Place Café – build out cost est. of ~293K (not including furniture + equipment)
- New space will be larger and subject to new fire code, making cost higher
- Board applied the \$120K project surplus to the GP café project.
- New GP will be located closer to the worship center

Q: Will chapel be relocated?

A: No plans to replace the chapel – Has already essentially been repurposed for the last 2 years.

Q: Where is child care / nursery relocating to?

A: To the south hallway and new addition.

#### Walk by Faith Update - 01:50 PM

Pastor Kirk presented building team milestones and project timeline

- Total of \$5.8 M in gifts received during the campaign to fund all four pillars
- Still have \$456K remaining after completion of first 3 pillars. Will be allocating \$200K to Gathering Place Café, \$100K to Center for Hope, \$100K to pillar 3, \$56 K TBD.

Q: Is the \$200K being set aside for the Gathering Place Café being used towards the \$293K needed?

A: Yes

Q: What became of the memorial pieces in the Chapel?

A: Were offered to other congregations in the area

#### Center for Hope Update – Chris Folwell - 01:54 PM

Director – Chris Folwell

Board of Directors Chair – Bill Reddy

Food Pantry Director – Mark Lambrecht

Food Pantry Associate Director – Sarah Jacobs

Employment Counseling – Rob Stratham

Medical – Sharon Billings

Finance – Jim Pestke

Volunteer Coordinator – Shaunna Smith

Finance Director – Sonme Lambrecht

Working with Jericho Road organization to potentially provide medical services through Center for Hope  
ABVI has donated eye care equipment for us to use

Q: How has COVID impacted the Food Pantry?

A: Will temporarily have to move back to a “drive through” system in January rather than the more personal interaction we have now.

Brockport Campus Update (Dave Hurlbut) 02:22 PM

- Meetings with Hope / Brockport leadership teams during 2020
- In-person worship support
- Both congregations voted to approve the donation / dissolution of Concordia Brockport
- Merger approved by NYS Attorney General
- Waiting on final approval from NYS Supreme Court
- Gene Miller has accepted role as Transition Project Manager
- Leadership team being assembled for worship, kids’ ministry, first impressions, AV arts, communications. Information Technology
- January 2021 – leadership team in place
- Jan / Feb – looking for 50 to 60 person commitment to attend Brockport church site
- Planning grand opening for later this year in the fall timeframe

Motion #5: To approve extending the deadline from 2021 to 2022 for the LCMS Eastern District convention due to the impacts of COVID19 on in-person gatherings - 02:54 PM

Phil O’Brien makes motion. DDAurelio seconds the motion.

For: All

Against: 0

Abstain: 0

Closing prayer 02:57 PM

Pastor Kirk closed the meeting in prayer.

Meeting was adjourned at 03:00 PM

The meeting minutes of the December 13, 2020 Voters’ Assembly of Hope Lutheran Church are attested to and submitted by Dave D’Aurelio on this date, December 30, 2020.

Dave D’Aurelio

Secretary, Hope Lutheran Church, Board of Directors