

**Hope Lutheran Church**  
**The Board of Directors Meeting Minutes**  
**Held on: September 19, 2024**

**Attendance:**

Chairperson	Tim Kneeland	Present	Senior Pastor	Kirk Dueker	Present
Vice-Chairperson	Dave Day	Present	Head Elder	Dave Smith	Present
Secretary	Tammy Davidson	Present	Executive Director	Maryanne LaRuez	Present
Treasurer	Ross Koenig	Present	Finance Director	Maryanne LaRuez	Present
Members at Large	Aaron Bundschuh	Present	Center 4 Hope BOD outgoing Chair	Bill Reddy - Guest	Present
	Pat Monaco	Present	Center 4 Hope BOD Treasurer	Tom Confer - Guest	Present
	Morgan Stoessel	Present			Choose an item.

Meeting called to order at 6:57 pm

Opening Devotion (Maryanne LaRuez)

Devotion “The Call to Endurance” by Charaia Callabgrass

Review of August Meeting Minutes (Tim Kneeland)

*Ross Koenig made a motion to approve the meeting minutes from August 15, 2024, as amended. Morgan Stoessel seconded the motion. Voice vote. 7 in favor. 0 opposed. Motion Passed.*

HR/Staff Report (Maryanne LaRuez)

- Preschool is going well. Raises previously approved started with the new school year’s payroll.
- The prospect for the Worship Admin did not pan out, so the position is still vacant.
- Shayne Preddy decided not to accept the short-term contract position for AV Arts, so that position is still vacant.
- Staff has been discussing restructuring and renaming of positions since filling the positions of AV Arts Director and Worship Admin have been very difficult. Worship Director, Chris Stephens is working on a job descriptions for a full time Assistant Worship Director. This person would work along side Chris doing all tasks including the Worship Admin and AV tasks. The thought is that this would be more appealing to applicants as well as looking to the future, we may need someone on site at the Brockport Campus. This would lend itself to having someone on staff already for that. He is keeping in mind that there still may be a need for a part time sound person, but for now the best direction seems be to eliminate the AV Arts Director and Worship Admin positions and create an Assistant Worship Director position. He should have this worked out by the beginning of October.
- A social media ad is active for our Next Generation Leader position. So far it seems to be successful as we are getting applicants that are qualified for the position. In the past people were applying that were not qualified. Hopefully interviews can be set up in October, after the youth retreat.
- There have been no applicants for the Finance Director position.

## Recognition Reports (All)

- Janine Boyd – Filling in for Ginger. Gathering and preparing the tithes for the money counters.

## Updates on Center 4 Hope – Jericho Road (Bill Reddy and Tom Confer)

- Food Pantry Pillar
  - The food pantry continues to grow and has about 150 volunteers.
- Employment and Financial Pillars
  - Not many guests take us up on the offer for financial mentoring.
  - It is felt that many of those who come to our food pantry have had an event in their life that has changed their circumstances. Without getting all their needs met, it is more difficult to get back on track. TogetherNow’s MyWayfinder is being considered to help our food pantry resource coordinators. When they meet with guests, they could use this website to help identify the guest’s other needs and connect them with the resources to get those needs met as well as the food they have come for. It is a streamlined way to find more resources available for our guests. The resource providers will contact the guest directly, so there is no follow up on our end.
- Medical Pillar: Jericho Road
  - Our last directive from the Greece Town Board was to contact the Monroe County Department of Health regarding their “approval” of our plans. They were not able to be reached, but JR has a good relationship with the NYS Department of Health, so they reached out to them. JR was told that it was not the DOH’s job to approve or recommend a facility for a particular use. Their job would be to inspect after the fact to be sure we are in compliance.
  - Our next steps are to approach the Greece Town Board and ask for a meeting to request a variance or special use permit. This will be a yes or no answer.
  - If we don’t get approval from the town, we will have to look for another partner that can work with the two exam rooms we already have and have approval from the town to provide medical services in.
- Financial Status
  - Financial reports were provided. We will get their financial reports monthly after their BOD meetings going forward.
  - We were told they had about \$90,000 in reserves and are expecting a \$30,000 grant to come in shortly. And that they have working capital for the next five months.
    - After Bill Reddy and Tom Confer left the meeting, there was discussion about the numbers not equating to the five months of working capital they said they have. Ross Koenig said he would continue to work with Tom Confer to get a better understanding of the financial status of C4H since the reports don’t seem to match the information being communicated. Ross will also continue to work with Tom on budget planning and financial reporting.
  - It was mentioned that this year, 2024, C4H should be independent. They feel that they are independent from Hope with the monthly mission gifts given from Hope and the grants they have received and future ones they hope to have coming in.
  - Heveron, who does Hopes audits, recently did a financial review. The review was not provided at this meeting.

### Finance (Maryanne LaRuez)

- *See attached Financial Insights Reports for August*
- The 2025 budget is being worked on.
  - There are challenges due to the minimum wage going up again and keeping staff wages and benefits fair. A new benefits resource has helped to reduce costs, so hopefully the wage increases will be offset by the reduction in benefit costs.
- Rob Pearson has a two-year contract for our electricity at a lower rate.
- The 2025 monthly revenue budget will be revised to a more equal percentage of revenue each month with the exception of late months that have historically predictable higher revenue patterns.
- It was discussed changing our cost basis from Cash to Accrual. This is being worked on, but is not a simple process.

*Dave Day moved to approve the financial report. Pat Monaco seconded the motion. Voice vote taken. 7 in favor. 0 opposed. Motion Passed.*

### Strategy Update (Pastor Kirk)

- 116 people since July have connected to Hope through various ministries at Hope.
- From July to August, worship attendance numbers are flat. The numbers from last year to this year are also flat.
- The theme for 2025 is “Reach people by helping them flourish”.
  - Already working on sermon topics and adult ed classes
- There are some kinks that are being worked out with the sound at worship due to the new speakers. As we cycle through our tech crews each week, they are learning how to adjust the sound. It has been quite loud. We are asked to be patient as they work through getting used to how good the new speakers are and getting the volume right.
- In 2025 the Brockport campus will have two live sermons a month. This will not take away from the Greece campus having three live sermons a month. One week there will be two people preaching. One at each location.
- It is planned, starting in January 2025, to have continual line communion on the fourth Sunday of the month. The second Sunday of the month will continue to be as it is now.
- Looking into what the WIGS for 2025 will be.
- The current WIG, New Testament challenge, is going well. The information from the recent survey is still being looked at and a report should be ready soon.

### Meeting Closure (Tim Kneeland)

*Tammy Davidson moved to close the meeting. Tim Kneeland seconded the motion. Voice vote. 7 in favor. 0 opposed. Motion Passed*

*Meeting was adjourned at 8:47 pm. The meeting was closed in prayer by Pastor Kirk.*

The next Board meeting is scheduled for October 17, 2024.

The meeting minutes of the Board of Directors of Hope Lutheran Church are attested to and submitted by Tammy Davidson on this date, September 23, 2024.

Tammy Davidson,  
Secretary of the Board of Directors, Hope Lutheran Church



Maryanne LaRuez  
Director of Finance

## Financial Insights Report: September 2024

Reporting through August 2024 for the September 2024 meeting of the Board of Directors

### Treasurer's Report:

#### August P&L at a glance:

- Revenue for the month of August was \$136,598 which was 87% of our monthly budget.
- Expenses for the month of August were \$143,063 which is 82% of our monthly budget.
- We had a deficit of \$6,465 for the month.

#### YTD P&L Summary:

- Total actual revenue through August 2024 was 92% of our projected revenue through August 2024.
- Expenses through August 2024 were \$1,231,993 which is 12% under budget.

#### Cash Summary:

- We have a net cash available amount of 12% of the 2024 Budget.

#### Noteworthy items for August:

- Our revenue through August was +1% compared to January - August 2023.
- We were able to keep expenses under budget through August by 12%.
- Paid the balance of the Brockport playground.
- New speakers were installed and paid for.
- Parking lot was finished and paid for.

Blessings on your meeting.

*Maryanne*