

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

**Attendance:**

Chairperson	Tim Kneeland	Present	Senior Pastor	Kirk Dueker	Present
Vice-Chairperson	Dave Day	Present	Head Elder	Dave Smith	Late
Secretary	Tammy Davidson	Present	Executive Director	Maryanne Meier	Present
Treasurer	Ross Koenig	Present	Director of Finance	Maryanne Meier	Present
Members at Large	Aaron Bundschuh	Present			
	Pat Monaco	Present			Choose an item.
	Morgan Stoessel	Present			Choose an item.

Meeting called to order at 6:59 pm by Tim Kneeland

**Opening Devotion (Everyone)**

Each sharing a verse from the Gospel accounts of the Birth of Jesus that touches us spiritually/emotionally.

**Review of November Meeting Minutes (Tim Kneeland)**

*Morgan Stoessel made a motion to approve the meeting minutes from November 21, 2024. Dave Day seconded the motion. Voice vote. 7 in favor. 0 opposed. Motion Passed.*

**Review of Voter Assembly Meeting Minutes (Tim Kneeland)**

Approved to be posted to the website with corrections for future approval from the congregation.

**HR/Staff Report (Maryanne Meier)**

- An out of state candidate was interviewed for the Next Gen position. We extended an invitation for her to visit as a next step in the interview process. She agreed to come, but ended up taking another position. We will be rethinking on how to fill this position in January.
- One of the preschool teachers stepped down to a floater because she did not feel being the teacher was a good fit for her. The TA in her class stepped up to be the teacher and another person was placed in the TA position. So, though there were a lot of changes, it all fell into place.
- Reminder that the church office will be closed December 26 to January 1<sup>st</sup>.
- A new website is being tested and should be ready by March. When you arrive at the site, you will choose if you are a current attendee or new. Based on your choice, your experience will be different. We will have more control over the website and will be able to make updates in a timelier manner.

**Recognition Reports (All)**

None this month due to lack of thank you cards, not due to lack of wonderful servants.

Finance (Maryanne Meier)

- *See attached Financial Insights Report*
- There was some discussion and clarification on some account lines. There was also discussion about the youth budget line being over budget. The youth budget was increased for 2025 in anticipation of higher expenses again.

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

Updates (Tim Kneeland)

- Met with the BOD Chair for C4H. She is navigating being on a board for a smaller organization that she has been on before. She will be joining us at our January meeting and looks forward to partnering more with our BOD.
- The board will meet in April 24<sup>th</sup> since our April date falls on Maundy Thursday. All other dates will be the third Thursday of the month. We do not meet in July.

Strategy Update (Pastor Kirk)

- The magnet calendars with the sermon series for 2025 will be available and handed out at all of the Christmas services. The information will be up on our website also.
- Merchandise sales went very well. The remaining products are being sold in the café. We had about \$1000 in sales. This is not meant to be a money maker, but a means of outreach.

Meeting Closure (Tim Kneeland)

*Aaron Bundschuh moved to close the meeting. Pat Monaco seconded the motion. Voice vote. 7 in favor. 0 opposed. Motion Passed*

*Meeting was adjourned at 7.59pm. The meeting was closed in prayer by Pastor Kirk.*

The next Board meeting is scheduled for January 16, 2025.

The meeting minutes of the Board of Directors of Hope Lutheran Church are attested to and submitted by Tammy Davidson on this date, December 21, 2024.

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



Maryanne Meier  
Director of Finance

## Financial Insights Report: December 2024

Reporting through November 2024 for the December 2024 meeting of the Board of Directors

### Treasurer's Report:

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

- Revenue for the month of November was \$150,319 which was 76% of our monthly budget.
- Expenses for the month of November were \$172,939 which is 99% of our monthly budget.
- We had a deficit of \$22,620 for the month.

#### YTD P&L Summary:

- Total actual revenue through November 2024 was 95% of our projected revenue through November 2024.
- Expenses through November 2024 were \$1,707,891 which is 11% under budget.

#### Cash Summary:

- We have a net cash available amount of 15% of the 2024 Budget.

#### Noteworthy items for November:

- Our revenue through November was -1.4% compared to January - November 2023.
- We were able to keep expenses under budget through November by 11%.
- We had many extra expenditures in November leading into Christmas but were still able to keep expenses slightly under the monthly budget overall.
- Estimated year end numbers can be found all the way to the right on the P&L spreadsheet.

Blessings on your meeting.

*Maryanne*