

Lutheran Church of the Reformation
October 2021 Council Meeting
Meeting Agenda and Notes

Present: Molly Higgins, Elizabeth Hann, Pastor Mike Wilker, Pastor Ben Hogue, Emily Andre, Andy Weaver, Karen Carlson, Laura Swanson, Evan Benoit, Suzanne Hazard, Craig Haas, Chari Voss, Lyndon Smith, Philip Moeller, Paul Leavitt, Jarrod Jabre, Ivy Finkenstadt, Lei Lei Middlebrook, Judith Mangubat

Agenda:

October 19, 2021

6:45 PM Social time

7:05 PM Call to Order – Molly

- Devotions, Prayer Karen

****Announcement:** Budget season is coming! Please hold Tuesday, October 26, 7-9 PM for a special Council meeting totally devoted to the budget. ******

7:10 PM Worship, Music, and Art Committee Visit - Philip Moeller and Paul Leavitt

- Altar guild, ushers, readers, assisting ministers are all under WMA.
- The pandemic has caused considerable stress, but Reformation has adapted in wonderful ways.
- New altar linens and choir robes were purchased recently since many were very frayed.
- The musical life of Reformation has continued virtually (i.e. workshops on Bach, outdoor concerts, practices etc.)
- Two Messiah concerts recently held were well attended.
- The choir has a very large volunteer time commitment to the church.
- Other committee members include:
 - o Al & Nancy Swingle - at large
 - o Caitlin Jacobs - assisting ministers and readers
 - o Kathryn Tobias - Choir
 - o Philip Moeller - chairperson
 - o Sharon Dibbern - Choir
 - o Valerie Platz - Choir
 - o Paul Leavitt director of music
 - o Sarah Stauderman - Altar Guild
 - o Stephanie Fouse - Greeters/Ushers
 - o Matthew Cook - Flowers
 - o Corey Petree - Livestream
- Online services were initially pre-recorded but have since moved to livestream. The paid livestream consultant will be returning to Reformation to assist us with a few kinks. There are also 3 new livestream team volunteers.

- Paul is beginning to plan the choir's annual trip to Amalfi.
- Paul is planning to give a regular series of recitals throughout the year. Reformation is a big player in the choral world in Capitol Hill.
- How can council support WMA to continue the Livestream?
 - o One thing we can do is ensure that other people using the livestream put everything back the way it was.
 - o Jarrod will also be helping to interact with the livestream teams.
 - o We could stand to have better documentation of common issues etc.
- The committee has been thinking about how to engage more with other art forms (liturgical dance, educational activities, exhibits). They are hoping to excite new committee members to participate and bring these gifts.

7:43 PM Secretary's Report – Approval of September minutes

- Craig moved to approve; Elizabeth seconded. The motion was passed by all.

7:45 PM Financial report

- Total income is ahead of budget by 21%. Member giving is exactly on track. Expenses are also currently exactly on track.

7:46 PM Leadership Business (20 minutes)

- Annual Meeting will be on November 21, via Zoom and In Person
- Time: 9: 45-10:45 a.m.
- Agenda for Congregational Meeting:
 - o 2022 Budget
 - o 2022 Council Members
 - o Budget and Nominee Bios will be available for the Congregation on Sunday, November 7 (according to the Constitution).

8:00 PM Council Nominating Committee

- Outgoing Council Members: Chari, Andy, Molly, Evan, and Lei Lei plus three other congregational members.
- Matt Fuehrmeyer and Sarah Stauderman have accepted. We are looking for 1 additional member.

8:02PM Personnel

- Welcome Jarrod Jabre! Jarrod began on October 4th along with Julie (administrative assistant).
- WHEREAS, the Congregation Council, serving as the board of directors, of Lutheran Church of the Reformation, in accord with Congregation Constitution article C12.05, has determined it to be in the best interest of the Congregation to establish and maintain credit cards for the use of certain staff members, NOW, THEREFORE, BE IT RESOLVED, the Congregation Council authorizes Lutheran Church of the Reformation to obtain a business credit card in the name of Jarrod Jabre for the purposes of paying Reformation business expenses only up to a credit limit of \$5,000, and RESOLVED FURTHER, that the

officers of Lutheran Church of the Reformation are hereby authorized and directed to take such further action to implement this resolution. THE UNDERSIGNED hereby certifies that they are the duly elected, qualified, and acting secretary of Lutheran Church of the Reformation and that the foregoing resolution was submitted to and approved and adopted by the Congregation Council (board of directors) at a meeting held on October 19 2021, and that said resolution is now in full force and effect without modification or recession as permitted under the constitution and bylaws of the Congregation and in accordance with the provisions of law code of the District of Columbia.

- The above motion was made by Karen and seconded by Chari. The motion was passed by all.
- Pastor Ben and his departure.
 - o This Sunday October 24th (at both services) we will have a farewell and celebration after the 11:00 service.
 - o We are allowing rent free use of parsonage for Pastor Ben and Marshall through January 24th.
 - o The Executive Committee has met twice with Pastor Erin Swenson-Reinhold and will meet again Monday, October 18. We are working with her to develop gap coverage for this fall and for interim pastoral coverage beginning in January or sooner. We'll have a report and recommendations for the Council at the beginning of November.

8:30 PM Ministry Area Committee Action Items and Reports

Worship, Music and Art – Ivy

- No additional updates.

Spiritual Growth – Evan

- Not many kids in the nursery so far. Sunday school for older kids is going very well.
- HS youth group is difficult since many teens have drifted away during the pandemic.
- Ashes to Easter is coming up soon and will need help/volunteers.

Fellowship and Caring Ministries – Chari

- No recent meetings. Emma Harrington is planning the cookie delivery for Christmas. Kim Benoit is preparing college care packages for college students.

Engagement and Communication –

- Website will be launched tomorrow. Social media accounts will be transitioned to Pr. Mike and Jarrod in addition to Mike Thompson.

Stewardship, Property and Finance - Laura

- No additional updates.

Service and Justice - Karen and Lyndon

- Food pantry is still facing very low participation. There will be future discussions about how to engage with this ministry in the future, perhaps in a slightly downscaled version. The evening time frame has been discontinued since there were never any people who picked up bags at this time.

Personnel – Craig

- No additional updates.

Archives & History – Emily

- They need help! There will be an upcoming discussion about the mission/direction of the committee. There will be a workshop in 2022 in person to assemble acid free boxes that will hold old congregational registers.
- The use of the vault needs to be clarified. In Valerie's opinion it should be used to store archives and not opened regularly. It should not be a place for extra things. There should be a determination of what goes into the vault. We need to have set retention periods.
- The financial committee should store money and weekly receipts in a safe rather than the vault to reduce openings.
- The church office building has a lot of old files. Some that need to be retained, some do not. Jarrod
- Digital archives – we need to get on top of this. We should make a records retention schedule for digital information. A lot of information is stored informally on Dropbox but this is not an ideal long-term solution.

8:44 PM Staff Reports - Pr. Mike, Pr. Ben

- Pr. Mike:
 - o Focus on staff transitions including Jarrod, Julie and Pr. Ben.
 - o This past weekend Pr. Mike attended a racial justice seminar/conference.
 - o There are incidences of racial prejudice in the congregation and we need to be aware of that and keep thinking of how we can do better within the congregation.
- Pr. Ben:
 - o A lot of transition work has been done and the committees know what work needs to be done.
- Jarrod:
 - o He and Julie are settling in well. Jarrod is getting acquainted with Perry and contacts at Hill Havurah. He is getting involved with scheduling and getting started on the FEMA grant updates.

8:52 PM Closing Prayer – Karen

9:00 PM Adjourn

**Reformation Church
Budget v. Actual 2021**

	Funds Used for Disbursements		2021 Budget	Jan- August Budget	Jan - August Actual		Total Jan- August Actual	Over/ (Under) Budget	Percentage
	General	Special			General	Special			
<i>Sources of Funds</i>									
<i>General (Undes. Beq. transfers at end of report)</i>									
Member Gifts (envelope giving)	400,000		400,000	266,667	265,346		265,346	(1,321)	0%
Loose Plate	8,000		8,000	5,333	441		441	(4,892)	-92%
Space Use Gifts	121,000		121,000	80,667	84,072		84,072	3,405	4%
PPP Loan Forgiveness					84,312		84,312	84,312	-
Interest and Miscellaneous	4,000		4,000	2,667	1,337		1,337	(1,330)	-50%
Amount needed to balance budget	5,000		5,000	3,333			-	(3,333)	-100%
Subtotal	538,000	-	538,000	358,667	435,508	-	435,508	76,841	21%
<i>New and Carryover Special Gifts Used During This Reporting Period</i>									
Food pantry (Thanksgiving offering, Southeast Ministry)	-	30,000	30,000	20,000		6,589	6,589	(13,411)	-67%
Good Neighbor Refugee Resettlement	-	-	-	-		9,455	9,455	9,455	-
Music ministry (Advent and Christmas)	-	9,000	9,000	6,000		7,462	7,462	7,462	-
Music ministry gifts for choir section	-	18,726	18,726	12,484		4,975	4,975	(1,025)	-17%
Young adult	-	900	900	600		5,745	5,745	(6,739)	-54%
Altar flowers and decorations	-	3,900	3,900	2,600		109	109	(491)	-82%
Anniversary Campaign Funds for Staff	-	30,000	30,000	20,000		956	956	(1,644)	-63%
McNeill Trueheart Outreach Fund for	-	19,000	19,000	12,667		28,641	28,641	8,641	43%
New Building Fund/New Building Gift	-	4,000	4,000	2,667		6,813	6,813	(5,854)	-46%
Other Pass-Thru Funds (excluding Special)	-	-	-	-		-	-	(2,667)	-100%
Subtotal	-	115,526	115,526	77,017	-	12,488	12,488	12,488	-
<i>Endowment Earnings Used During This Reporting Period</i>									
Lyon Fund 6.3% draw	-	70,780	70,780	47,187		58,075	58,075	10,888	23%
Reformation Fund 5.5% draw	-	12,500	12,500	8,333		-	-	(8,333)	-100%
Taylor Fund 5.5% draw	-	74,388	74,388	49,592		37,347	37,347	(12,245)	-25%
<i>Small Special Funds</i>									
Choral Arts fund (singers)	-	1,600	1,600	1,067		-	-	(1,067)	-100%
Erb fund (pastoral staff)	-	2,000	2,000	1,333		-	-	(1,333)	-100%
Janssen fund (music)	-	500	500	333		-	-	(333)	-100%
Janssen fund (visits to homebound)	-	500	500	333		-	-	(333)	-100%
Norment fund (property)	-	1,000	1,000	667		-	-	(667)	-100%
Moeller fund for organ	-	300	300	200		-	-	(200)	-100%
Subtotal of Small Special Funds	-	5,900	5,900	3,933	-	0	0	(3,933)	-100%
Subtotal Endowment Income	-	163,568	163,568	109,045	-	95,422	95,422	(13,623)	-12%
Total Funds Applied To Uses	538,000	279,094	817,094	544,729	435,508	178,655	614,163	69,434	13%

**Reformation Church
Budget v. Actual 2021**

Uses of Funds

Worship, Music, and Arts

	Funds Used for Disbursements		2021 Budget	Jan- August Budget	Jan - August Actual		Total Jan- August Actual	Over/ (Under) Budget	Percentage
	General	Special			General	Special			
Altar and Worship Supplies	3,150	-	3,150	2,100	2,390		2,390	290	14%
Altar Flowers	-	3,900	3,900	2,600		956	956	(1,644)	-63%
Church Bulletins	2,000	-	2,000	1,333			-	(1,333)	-100%
Instrument Maintenance	2,200	300	2,500	1,667	70		70	(1,597)	-96%
Choir Leaders, Soloists, & Musicians	500	29,326	29,826	19,884		10,720	10,720	(9,164)	-46%
Choir Music and Supplies		500	500	333	24		24	(309)	-93%
Parish Hall Piano						5,000	5,000	5,000	-
Livestream project	1,005		1,005	670	4,824		4,824	4,154	620%
Art	500	-	500	333			-	(333)	-100%
Children's Music	750	-	750	500			-	(500)	-100%
Paul Leavitt Commission						2,810	2,810	2,810	-
Substitute Organists	1,800	-	1,800	1,200	600		600	(600)	-50%
Guest Preachers	-	1,800	1,800	1,200	550	250	800	(400)	-33%
	11,905	35,826	47,731	31,821	8,458	19,736	28,194	(3,627)	-11%

Spiritual Growth

Cradle Roll/Frolic	750	-	750	500	158		158	(342)	-68%
Nursery (Attendant and Supplies)	8,200	-	8,200	5,467	637		637	(4,830)	-88%
Confirmation (and Shekinah)	1,500	-	1,500	1,000	130		130	(870)	-87%
Sunday School	2,780	-	2,780	1,853	936		936	(917)	-49%
Reimbursements	(1,000)	-	(1,000)	(667)			-	667	-100%
Senior High (includes Natl Youth Gatherings)	4,830	-	4,830	3,220	1,000		1,000	(2,220)	-69%
Reimbursements	(300)	-	(300)	(200)			-	200	-100%
College	250	-	250	167	61		61	(106)	-63%
Reimbursements	(200)	-	(200)	(133)			-	133	-100%
Young Adult	300	900	1,200	800	15	109	124	(676)	-85%
Adult/Small Group	1,000	500	1,500	1,000	444		444	(556)	-56%
Reimbursements	(300)	-	(300)	(200)	(139)		(139)	61	-31%
Extra Education Events	2,000	-	2,000	1,333			-	(1,333)	-100%
Reimbursements	(1,300)	-	(1,300)	(867)			-	867	-100%
Literature/Lutheran (including FATE I)	700	-	700	467	309		309	(158)	-34%
Congressional Staff Association for Lutheran	-	1,000	1,000	667			-	(667)	-100%
Synod Assembly and Meetings	1,000	-	1,000	667	375		375	(292)	-44%
	20,210	2,400	22,610	15,073	3,926	109	4,035	(11,038)	-73%

Fellowship and Caring Ministries

Hospitality/Fellowship	3,000	-	3,000	2,000	254		254	(1,746)	-87%
Caring Ministries Team	-	500	500	333	10		10	(323)	-97%
Funeral Hospitality	-	1,300	1,300	867			-	(867)	-100%
	3,000	1,800	4,800	3,200	264	-	264	(2,936)	-92%

**Reformation Church
Budget v. Actual 2021**

	Funds Used for Disbursements		2021 Budget	Jan- August Budget	Jan - August Actual		Total Jan- August Actual	Over/ (Under) Budget	Percentage
	General	Special			General	Special			
<i>Engagement and Communication</i>									
Community Engagement	1,000	-	1,000	667			-	(667)	-100%
Design/Publicity/Graphics	1,200	-	1,200	800	42		42	(758)	-95%
Internal/External Communications	1,000	4,500	5,500	3,667		1,545	1,545	(2,122)	-58%
	3,200	4,500	7,700	5,133	42	1,545	1,587	(3,546)	-69%
<i>Service and Justice</i>									
ELCA Mission Support	32,640	-	32,640	21,760	21,524		21,524	(236)	-1%
Southeast Ministry	-	45,000	45,000	30,000		39,455	39,455	9,455	32%
Food Pantry	-	30,000	30,000	20,000		6,589	6,589	(13,411)	-67%
Pastor's Discretionary	-	4,000	4,000	2,667		4,002	4,002	1,335	50%
Good Neighbors Refugee Resettlement	-	-	-	-		7,462	7,462	7,462	-
WIN	-	3,780	3,780	2,520			-	(2,520)	-100%
Other Global and Local Ministries	-	16,515	16,515	11,010		4,426	4,426	(6,584)	-60%
	32,640	99,295	131,935	87,957	21,524	61,934	83,458	(4,499)	-5%
<i>Stewardship, Property, and Finance</i>									
Stewardship Materials and Program	2,350	-	2,350	1,567	1,665		1,665	98	6%
<i>Utilities</i>									
Electric	20,000	-	20,000	13,333	11,649		11,649	(1,684)	-13%
Gas	13,000	-	13,000	8,667	5,151		5,151	(3,516)	-41%
Water	8,000	-	8,000	5,333	2,551		2,551	(2,782)	-52%
Parsonages	11,500	-	11,500	7,667	7,144		7,144	(523)	-7%
Cleaning	25,000	-	25,000	16,667	16,157		16,157	(510)	-3%
Contract Services other than HVAC	39,758	-	15,640	10,427	8,604		8,604	(1,823)	-17%
HVAC Service Contract and Extras	15,640	-	39,758	26,505	36,012		36,012	9,507	36%
Insurance	18,185	-	18,185	12,123	14,574		14,574	2,451	20%
Property Maintenance (includes office	11,250	29,250	40,500	27,000	3,872	19,071	22,943	(4,057)	-15%
Major Improvements	-	-	-	-			-	-	-
Copier Lease and Maintenance	3,575	-	3,575	2,383	1,638		1,638	(745)	-31%
Printing and Duplicating	2,000	-	2,000	1,333	757		757	(576)	-43%
Telephone	5,023	-	5,023	3,349	4,095		4,095	746	22%
Computer technology	2,000	-	2,000	1,333	166		166	(1,167)	-88%
Office supplies	6,000	-	6,000	4,000	3,360		3,360	(640)	-16%
Postage Meter and Email	3,000	-	3,000	2,000	1,549		1,549	(451)	-23%
Interest on Line of Credit					6,980		6,980	6,980	-
Archives Project	500		500	333			-	(333)	-
Internet and Website	3,150	-	3,150	2,100	1,556		1,556	(544)	-26%
Subtotal	189,931	29,250	219,181	146,121	127,480	19,071	146,551	430	0%
Subtotal not including Staffing	260,886	173,071	433,957	289,305	161,694	102,395	264,089	(25,216)	-9%

**Reformation Church
Budget v. Actual 2021**

	Funds Used for Disbursements		2021 Budget	Jan- August Budget	Jan - August Actual		Total Jan- August Actual	Over/ (Under) Budget	Percentage
	General	Special			General	Special			
<i>Staffing</i>									
Lead Pastor	119,671	7,799	127,470	84,980	80,768		80,768	(4,212)	-5%
Associate Pastor	13,926	73,821	87,747	58,498	4,142	51,587	55,729	(2,769)	-5%
Music and Arts Director	86,682		86,682	57,788	57,173		57,173	(615)	-1%
Director of Operations	75,772		75,772	50,515	51,604		51,604	1,089	2%
Office Assistant	19,029	24,403	43,432	28,955	5,887	24,673	30,560	1,605	6%
Staff Bonuses	-	-	-	-			-	-	-
<i>Other Staffing Related Costs</i>									
Pastor Travel and Hospitality	7,200	-	7,200	4,800	1,063		1,063	(3,737)	-78%
Pastor Books and Media	1,000	-	1,000	667	314		314	(353)	-53%
Pastor Continuing Education	1,000	-	1,000	667	1,825		1,825	1,158	174%
Travel and Continuing Education-Nc	2,000	-	2,000	1,333			-	(1,333)	-100%
Payroll Service Expenses	300	-	300	200	180		180	(20)	-10%
Music Director Computer Stipend	300	-	300	200			-	(200)	-100%
Subtotal Staffing	326,880	106,023	432,903	288,602	202,956	76,260	279,216	(9,386)	-3%
	587,766	279,094	866,860	577,907	364,650	178,655	543,305	(34,602)	-6%
<i>Surplus/Deficit Before Undes. Bequest Tran</i>	(49,766)	-	(49,766)	(33,177)	70,858	-	70,858	104,035	19%
Allocation from Undesignated Bequest	49,766	-	49,766	33,177			-	(33,177)	
<i>Net Surplus/(Deficit)</i>	-	-	-	-	70,858	-	70,858	70,858	

Church of the Reformation
Donor-Restricted Gifts and Memorial Gifts Over \$1,000

Permanently Restricted Gifts	Invested	Available	2021	2021	Available	Amount	Notes
	Principal 12/31/2020	for Ministry 12/31/2020	Funding	Disb	for Ministry 8/31/2021	Earmarked for 2021 Budget	
Blackwelder Scholarship Fund	\$ 32,382	\$ 3,952	\$ 304		\$ 4,256		
Choral Arts Fund	182,100	2,236	1,712		3,948	1,600	Singers and choral supplies
Erb Fund for Outreach Ministry	104,896	1,904	984	2,000	888	2,000	Associate pastor
Evjen Fund for Homeless Ministry	18,503	762	176		938	0	Caring ministries team
Heckman Alto Fund	15,885	114	152		266		
Janssen Fund for Special Music/Talent	15,727	200	144		344	500	Singers
Janssen Scholarship Fund	6,475	1,384	64		1,448		
Janssen Fund for Visits to Shut Ins	9,251	372	88		460	500	Visits to homebound
Moeller Fund for Organ Maintenance	15,449	177	144		321	300	Instrument maintenance
Norment Fund for Property Maintenance	36,513	1,095	344		1,439	1,000	Property maintenance
Total	\$ 437,181	\$ 12,196	\$ 4,112	\$ 2,000	\$ 14,308	\$ 5,900	
FMV, 8/9/21	\$ 462,360						

Other Restricted Funds/Gifts Incorporated in Unified Financial Report

Worship, Music & Arts

Altar Flowers	\$ 393	\$ 469	\$ 956	\$ (93)	\$ 3,900	
Florence Heckman Choral Fund	-	200	210	(10)	6,242	Alto section lead
Music Fund for Basses	4,129		2,800	1,329	6,242	Bass section lead
Sue Goetz Ross Music Fund	5,195		2,735	2,460	6,242	Tenor section lead
Christmas Emphasis and Other Gifts for Music Ministry	5,006		4,975	31	9,000	Soprano section lead & Brass
Leavitt Commission	4,050	1,260	2,810	2,500		
Choir robes	150			150		
Choir tour	40,888	14	2,504	38,398		
Parish Hall piano fund	5,200		5,000	200		
Paraments	25,000			25,000		
Sermons on the Internet/Livestream project	-	310		310		

Spiritual Growth

Young Adults Programs (Prayer Retreat, etc.)	714		109	605	900	
Youth Ministry	3,020	765		3,785		incl \$100 for picnic table

Service and Justice

---Local Mission

Food Pantry	47,275	6,157	6,589	46,843	30,000	Food purchases
Souper Bowl Sunday	-			-		For food pantry
Gifts of Hope	-			-		
Kindel Fund for Southeast Ministry	5,000		5,000	-		
LGBTQ Outreach				-		
Lutheran Immigration and Refugee Service				-		
McNeill Outreach Fund	22,395		6,813	15,582	19,000	Pastoral staff
Pastors' Discretionary	6,385	12,457	4,002	14,840		
Special Assistance		49,326	48,971	355		
Pr. Wilker Ordination Anniv. Fund	4			4		
Southeast Ministry	4,137	6,110	4,455	5,792		
Everyone Home DC		400	300	100		

---Global Mission

Global Mission Programs	10			10		
ELCA Disaster Relief	316		376	(60)		
Good Neighbors Capitol Hill (Refugee Resettlement)	25,877	32,554	7,462	50,969		

Stewardship, Property & Finance

Capital Improvements	-	2,019		2,019	4,000	Building gifts
220 Parsonage Repairs	(26,818)			(26,818)		
	178,326	112,041	106,066	184,301	85,526	

Other Miscellaneous Restricted Funds/Gifts

Anniversary Fund	\$ 5,000		\$ 1,260	\$ 3,740		
Choral Arts Holding fund (pre-transfer to investment)	175	188		363		
Heckman Alto Fund holding (pre-transfer to investment)	1,300	300		1,600		
General Memorials (council discretionary)	4,756	5,093	48	9,801		
Special Revolving Fund	1,620	26,689	30,337	(2,028)		
Trexler Scholarship Fund	7,250			7,250		
	\$ 20,101	\$ 32,270	\$ 31,645	\$ 20,726	\$ -	
Grand Total - All Categories	\$ 210,623	\$ 148,423	\$ 139,711	\$ 219,335	\$ 91,426	

Reformation's Endowment Funds and Undesignated Bequests

Reformation Fund		
Value of Invested Principal		
12/31/2020	\$ 220,304.00	
8/9/2021	<u>\$ 240,816.00</u>	
Income transferred monthly for mission	<u>\$ 1,100.00</u>	starting 3/1/20
Accumulated balance for ministry, 12/31/20	\$ 1,014.01	
Income transferred through 8/31/21	\$ 8,800.00	
Disbursements through 8/31/21		Budget
Global Mission		
El Salvador	1,517.67	
Namibia	1,517.67	
LWF Jerusalem	<u>1,517.67</u>	
		4,553.00
Local Mission		
WIN	3,780.00	
Property		4,167.00
Total Disbursements	0.00	<u>12,500.00</u>
Accumulated balance for ministry, 8/31/21	<u>\$ 9,814.01</u>	

Robert Lyon Fund		
Value of Invested Principal		
12/31/2020	\$ 1,105,608.00	
8/9/2021	<u>\$ 1,124,905.00</u>	
Income transferred monthly for mission	<u>\$ 6,100.00</u>	
Accumulated balance for ministry, 12/31/20	\$ 18,957.29	
Income transferred through 8/31/21	48,800.00	
Disbursements through 8/31/21		Budget
Substitute presiding minister	250.00	1,800.00
Adult and small group		500.00
Internal/external communications	1,545.00	4,500.00
Property maintenance	19,070.64	20,083.00
Associate pastor	16,133.29	22,821.00
Office Assistant	21,076.06	21,076.00
	<u>58,074.99</u>	<u>\$ 70,780.00</u>
	<u>\$ 9,682.30</u>	
Accumulated balance for ministry, 8/31/21		

Mildred Leecke Taylor Fund		
Value of Invested Principal, 12/31/20	\$ 670,139.00	Wells Fargo Advisors
Value of Invested Principal, 12/31/20	\$ 782,334.00	ELCA Foundation
Combined Value	<u>\$ 1,452,473.00</u>	
Value of Invested Principal, 8/9/21	\$ 683,781.00	Wells Fargo Advisors
Value of Invested Principal, 6/30/21	\$ 832,340.00	ELCA Foundation
	<u>\$ 1,516,121.00</u>	
Income transferred monthly for mission	\$ 4,200.00	Wells Fargo Advisors
Income transferred quarterly for mission	<u>\$ 6,400.00</u>	ELCA Foundation
Accumulated balance for ministry, 12/31/20	\$ 28,900.67	
Income transferred through 8/31/21	36,697.80	
Disbursements through 8/31/21		Budget
Southeast Ministry	30,000.00	45,000.00
Pastor's discretionary		4,000.00
Other global and local ministries		
Everyone Home DC	1,500.00	
Homeless Shelter Playtime Project		
Lutheran World Relief		
Lutheran Volunteer Corp		
LIRS		
Reconciling Works		
Extraordinary Lutheran Ministries		
Cap Hill Community Foundation	500.00	
Lutheran Campus Ministry	500.00	
Rice Market Gift Cards	650.00	
Other	600.00	
Lead pastor		7,799.00
Office and food pantry assistant	3,597.31	3,327.00
Funeral hospitality		1,300.00
Congressional Staff Association for Lutherans		1,000.00
	<u>37,347.31</u>	<u>74,388.00</u>
Accumulated balance for ministry, 8/31/21	<u>\$ 28,251.16</u>	

Undesignated Bequests (in Money Market Account)		
Balance, 12/31/20	\$ 156,375.54	
Interest	106.37	
Disbursements		Budget
Transfers to church operating budget		49,766.00
Balance, 8/31/21	<u>\$ 156,481.91</u>	

**Church of the Reformation
Anniversary Campaign
as of 8/31/21**

	Total	Renovation	Staffing	Tithe
Pledges to Date	\$ 572,578	\$ 419,700	\$ 95,621	\$ 57,258
Sacred Spaces match	125,000	125,000		
Sacred Spaces - planning grant	5,000		5,000	
Sacred Spaces future match	125,000	125,000		
Total Commitments as of 12/31/18	<u>\$ 827,578</u>	<u>\$ 669,700</u>	<u>\$ 100,621</u>	<u>\$ 57,258</u>

Activity to Date	Fund Balances			
		Renovation	Staffing	Tithe
Receipts				
Renovation Fund (73.3%)	\$ 486,085	\$ 486,085		
Staffing Fund (16.7%)	110,812		110,812	
Tithing Fund (10.0%)	66,158			66,158
Sacred Spaces - match	250,000	250,000		
Sacred Spaces - planning	5,000		5,000	
Credit line	380,000	380,000		
	<u>1,298,055</u>	<u>1,116,085</u>	<u>115,812</u>	<u>66,158</u>

Disbursements				
Southeast Ministry	18,461			18,461
LSS NCA	18,461			18,461
Metro Wash DC Synod	18,461			18,461
MFTA Architects	126,513	126,513		
CSG Consulting Engineers	394	394		
DCRA Plan review	451	451		
Bruno Clay	837,255	837,255		
Eliot Freese	1,306	1,306		
Northeast Contracting	21,219	21,219		
Allen Display	1,484	1,484		
Bay Imprint	70	70		
Creative Edge Design	1,759	1,759		
New line for fire alarm	113	113		
Partnership for Sacred Spaces				
Participation fee	500	500		
Jenna Jablonski, DB and Comm.	5,000		5,000	
Pastor Ben Hogue	103,395		103,395	
Ashley Hunt	27		27	
Excess reimb for travel	(11)	(11)		
Gift toward ceiling	(120)	(120)		
Repay credit line	108,000	108,000		
The Little Chef	500			
Food for events	219			
Hunt Smith Design	9,125	7,215	1,644	984
	<u>1,272,581</u>	<u>1,106,148</u>	<u>110,066</u>	<u>56,367</u>
	<u>\$ 25,474</u>	<u>\$ 9,937</u>	<u>\$ 5,746</u>	<u>\$ 9,790</u>

Accrued Interest - Credit Line	\$ 16,770	\$5,000 pd 9/6/21, \$4,000 pd
Outstanding Principal - Credit Line	272,000	\$98,000 pd 3/10/21, \$10,000 pd
	<u>\$ 288,770</u>	

	Interest Rate	Interest	Anniversary Renovation	Anniversary Balance	Parsonage Renovation	Parsonage Balance	Total Balance
3/15/2019 Draw #1			190,000.00	190,000.00	190,000.00		190,000.00
3/31/2019 Interest	5.00%	343.07		343.07	190,343.07		190,343.07
4/26/2019 Interest	5.00%	766.72		766.72	191,109.79		191,109.79
5/31/2019 Interest	5.00%	902.41		902.41	192,012.20		192,012.20
6/30/2019 Interest	5.00%	746.76		746.76	192,758.96		192,758.96
7/31/2019 Interest	5.00%	883.46		883.46	193,642.42		193,642.42
8/2/2019 Interest	5.00%	53.78		53.78	193,696.20		193,696.20
8/31/2019 Interest	4.75%	715.40		715.40	194,411.60		194,411.60
9/18/2019 Interest	4.75%	538.66		538.66	194,950.26		194,950.26
9/27/2019 Interest	4.50%	194.40		194.40	195,144.66		195,144.66
10/29/2019 Interest	4.50%	804.92		804.92	195,949.58		195,949.58
10/30/2019 Interest	4.50%	24.49		24.49	195,974.07		195,974.07
11/26/2019 Interest	4.25%	624.55		624.55	196,598.62		196,598.62
12/20/2019 Interest	4.25%	533.83		533.83	197,132.45		197,132.45
12/20/2019 Draw #2			210,000.00	190,000.00	387,132.45	20,000.00	407,132.45
12/27/2019 Interest	4.25%	336.00		319.49	387,451.94	16.51	407,468.45
1/30/2020 Interest	4.25%	1,635.47		1,555.13	389,007.08	80.34	409,103.92
2/26/2020 Interest	4.25%	1,352.36		1,285.93	390,293.00	66.43	410,456.28
3/10/2020 Draw #3			30,365.00			30,365.00	440,821.28
3/31/2020 Interest	4.25%/3.75%/2.75%	1,205.45		1,067.28	391,360.28	138.17	442,026.73
4/30/2020 Interest	2.75%	1,114.35		986.62	392,346.90	127.73	443,141.08
5/31/2020 Interest	2.75%	981.65		869.13	393,216.03	112.52	444,122.73
6/30/2020 Interest	2.75%	983.93		871.15	394,087.18	112.78	445,106.66
7/31/2020 Interest	2.75%	1,156.00		1,023.49	395,110.67	132.51	446,262.66
8/31/2020 Interest	2.75%	988.61		875.29	395,985.97	113.32	447,251.27
9/30/2020 Interest	2.75%	1,093.38		965.69	396,951.66	127.69	448,344.65
10/31/2020 Interest	2.75%	1,027.50		907.64	397,859.30	119.86	449,372.15
11/30/2020 Interest	2.75%	995.52		881.40	398,740.70	114.12	450,367.67
12/31/2020 Interest	2.75%	1,135.25		1,005.12	399,745.81	130.13	451,502.92
1/31/2021 Interest	2.75%	1,000.21		885.56	400,631.37	114.65	452,503.13
2/28/2021 Interest	2.75%	967.91		856.96	401,488.33	110.95	453,471.04
3/16/2021 Interest	2.75%	685.31		606.75	402,095.08	78.56	454,156.35
3/16/2021 Pay down			(98,000.00)	(98,000.00)	304,095.08		356,156.35
3/31/2021 Interest	2.75%	352.97		301.37	304,396.45	51.60	356,509.32
4/28/2021 Pay down			(14,000.00)	(14,000.00)	290,396.45		342,509.32
4/30/2021 Interest	2.75%	815.87		695.92	291,092.37	119.95	343,325.19
5/31/2021 Interest	2.75%	734.40		622.67	291,715.04	111.73	344,059.59
6/30/2021 Interest	2.75%	807.29		684.47	292,399.51	122.82	344,866.88
7/31/2021 Interest	2.75%	790.49		670.23	293,069.74	120.26	345,657.37
8/31/2021 Interest	2.75%*	825.89		700.24	293,769.98	125.65	346,483.26

28,118.26	318,365.00	293,769.98	52,713.28	346,483.26
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2019	7,468.45	7,451.94	16.51
2020	13,669.47	12,293.87	1,375.60
2021	6,980.34	6,024.17	956.17
2021 repayment		(9,000.00)	
	28,118.26	16,769.98	2,348.28

* added \$60 so 8/31/21 balance matches 8/31/21 credit line statement.

Principal	380,000.00	50,365.00
Interest	25,769.98	2,348.28
P paydown	(108,000.00)	
I paydwn	(9,000.00)	
	288,769.98	52,713.28
		341,483.26

8/31/2021 Principal	272,000.00	50,365.00
Acc'd Int	16,769.98	2,348.28