

HOLY TRINITY LUTHERAN CHURCH
COUNCIL PACKET
October 20, 2020

Zoom Link
<https://zoom.us/j/696504258>
Meeting ID: 696 504 258

1755 Delhi Street, Dubuque, IA 52001
563-582-3228
www.htlcdbq.com

Holy Trinity Lutheran Church Council
Council Meeting Minutes
October 20, 2020

Attendance: Via Zoom, Council: Jonathan Brown, Gretchen Kueter, Jason, Duba, Tami Ernster, Michele Faubel, Pastor Josh Martyn, Darrell Kalmes, Sue Tigges, Pastor Derek Rosenstiel, Marlee Tart, Adam Eikamp and Wendy Einsweiler. Absent: Lilly Hoefflin, Terry Hoefflin

President Sue Tigges called the meeting to order at 6:30 PM. Jonathan Brown gave the devotions from Psalm 27 and other verses.

President Sue reviewed the agenda. Gretchen Kueter moved to approve the agenda with some changes presented. Jonathan Brown seconded the motion. The motion carried.

Gretchen Kueter moved to approve the minutes that were presented from the September 15 Council Meeting Darrell Kalmes seconded the motion. The motion carried.

Pastor's Report: Pastor Josh references his report. Confirmation service will be an outdoor parking lot service at Wartburg on Saturday, Oct 24th at 2pm. The service will be available on zoom. Congratulations to all the confirmed students.

Action Item: Pastor Josh moved to request a purchase for sanitizing equipment for the church. Gretchen Kueter seconded the motion. The motion carried.

Associate Pastor's Report: Pastor Derek referenced his report. There will be a Food Distribution at the church Saturday, November 7, 2020.

Treasurer Report: We are down \$32,305 from the pledged and unpledged giving. This percentage comparison is based just on pledged giving and not on the overall budget. Thank you to our congregation for your continued support.

Financial Secretary: All Church Finances are going to be moved over to the Quickbooks programs with weekly meetings with Marlee, Sue and the office staff to make sure nothing is missed and things are cleaned up, and duplicates are removed by the end of the year. They will start using the Quickbooks program full time starting January 2021. Lots of advantages moving to Quickbooks. Some benefits for a Noah's Ark employee were missed in the 2020 year leading to owing that money back to Noah's Ark. Marlee will be focusing on the budget numbers for 2021 and will start sending out numbers to council to review.

Old Business:

Review of COVID data along with church reopening discussion. Sue shared with council members several emails received from church members regarding their concerns of church reopening – we appreciate the feedback. After discussion, it was unanimously decided that church will remain closed.

Action Item: Gretchen Kueter moved that the church remain closed at this time. Jonathan Brown seconded. The motion carried.

Portico 2021 Benefits: Adam Eikamp went over the differences in the Gold plus and the Silver plan and in looking at the differences between the 2 plans, he recommended Holy Trinity should continue with the Gold Plus plan for the 2021 year.

Action Item: Adam Eikamp moved to stay with the Gold Plus plan through Portico for the 2021 year. Gretchen Kueter seconded the motion. Motion Carried.

New Business:

Council Positions: The Nominating Committee will be filling council positions and Sue verified the following with council:

The following positions will expire in January 2021 and these positions will be on the ballot: Vice-President (currently held by Adam Eikamp), Financial Secretary (currently held by Marlee Tart), Building & Grounds (currently held by Darrell Kalms), Fellowship (not yet filled), Youth Representative (currently held by Lilly Hoefflin – always a one-year term), Stewardship (currently held by Wendy Einsweiler), Parish Ed/Family Ministry (currently held by Tami Ernster)

The following positions do not expire until January 2022: President (Adam Eikamp), Treasurer (Jonathan Brown), Secretary (Michele Faubel), Worship (Terry Hoefflin), Outreach (Gretchen Kueter), Noah's Ark (Jason Dubba)

Appreciation Month: October is Pastor Appreciation Month. The council wanted to do a check in the Pastors and make sure that time off was being used, communication was good, and to know that they are both very much appreciated for all they do for the church. Thank you!

Committee Reports:

Personnel: A job description was put together for a part time custodian due to Al's retirement, there will an ad going out for this position. Week day snow removal would be added, and for weekend snow removal a discussion of seeing if building and grounds could find a person/ persons to clear the sidewalks on weekends.

Action Item: Adam Eikamp moved to approve the following job descriptions and add to resolutions for Custodian, Maintenance and Financial Assistant. Gretchen Kueter seconded the motion. The motion carried.

Action Item: Adam Eikamp moved for Al to move from full time custodian/ maintenance to part time maintenance. Gretchen Kueter seconded the motion. Motion carried.

Building and Grounds: Wanted to put a request out to members once we all get back together to form a Landscaping guild to help with the landscaping and Gardens of Grace for the church. Also getting an alter guild back going. The elevator door is falling apart; will look to see what it will take to get that replaced.

Flashing on the West windows in the LFC have been fixed

Action Item: Darrell Kalms moved to use the LFC dedicated account balance (\$1967) to cover the cost of sealing and flashing the windows (\$1974) and draw any remaining funds (\$7) from the general operating account. Adam Eikamp seconded the motion. Motion carried.

Stewardship: Referenced Report

Outreach: Reference Report

Worship:

Family Ministry: Truck or Treat is scheduled for a 4:30pm start time on Saturday, October 24th. There will also be a Monster hunt, outdoor craft for families. The youth will also be helping with this.

Noah's Ark: Fundraising is in motion raising money for converting a couple of rooms into a 2-year-old room.

Darrell Kalms moved to adjourn the meeting at 7:41 pm, Gretchen Kueter seconded the motion. Motion carried.

The Lord's Prayer was said by all members via Zoom.

Submitted by

Michele Faubel
Holy Trinity Lutheran Church Council Secretary

2020 HTLC COUNCIL

	NAME	PREFERRED E-MAIL	PREFERRED PHONE #
President	Sue Tigges	stigges@rothlawdbq.com	563-543-8501
Vice-President	Adam Eikamp	adameikamp@gmail.com	563-564-2819
Secretary	Michele Faubel	mfaubel@wpcadets.net	563-564-6456
Treasurer	Jonathan Brown	jobrown1950@gmail.com	563-580-1954
Financial Secretary	Marlee Tart	marleetart@gmail.com	563-581-4486
Building & Grounds	Darrell Kalmes	dmkdlk72@outlook.com	920-344-6146
Outreach	Gretchen Kueter	kueterchris@msn.com	563-590-0174
Worship	Terry Hoefflin	thoefflin@earthlink.net	
Stewardship	Wendy Einsweiler	wendyeins@yahoo.com	815-541-9170
Family Ministry	Tami Ernster	djernster@mchsi.com	563-581-3448
Youth	Lily Hoefflin	lhoefflin@earthlink.net	
Fellowship			
Noah's Ark	Jason Duba	jasonduba@gmail.com	509-385-2736
Pastor	Josh Martyn	htlcdbqpastor@gmail.com	563-613-4337
Associate Pastor	Derek Rosenstiel	associatepastorderek@gmail.com	608-556-0206

Quorum: 7 (until the two open spots are filled)

Devotion/Food Enrichment sign-up:

July – Terry/Lily
 August – Wendy
 September – Sue
 October – Jonathan
 December – Darrell
 January – Pastor Josh/Pastor Derek

Other Information:

Sara McCaw, Youth & Family Minister
sara.mccaw@gmail.com
 Phone: 563-451-6874

Lorice Amlin, Office Manager
holytrinluth@gmail.com
 Phone: 563-582-3228

Holy Trinity Lutheran Church Council
Meeting Agenda via Zoom
October 20, 2020

6:30	Opening Devotions	Jonathan Brown
6:35	Review and approve the meeting's agenda	Sue Tigges
6:38	September 15 Council Meeting Minutes	
6:40	Pastor's Report	Pastor Josh
	Action Item: Request to purchase sanitizing equipment for the church	
6:48	Associate Pastor's Report	Pastor Derek
6:56	Treasurer's Report	Jonathan Brown
7:05	Financial Secretary	Marlee Tart
7:25	BUSINESS:	
	<u>Old business:</u>	
	Review of COVID data along with church reopening discussion	
	Portico 2021 benefits	
	<u>New Business:</u>	
	Appreciation	
7:45	COMMITTEE REPORTS & ACTION ITEMS	
	Personnel	Adam Eikamp
	Action items: Approve the following jobs descriptions and add to Resolutions: Custodian, Maintenance & Financial Assistant	
	Building and Grounds	Darrell Kalmes
	Action item: Motion to use the LFC dedicated account balance to cover the cost of sealing and flashing the windows and draw any remaining funds from the general operating account	
	Fellowship	Vacant
	Stewardship	Wendy Einsweiler
	Outreach	Gretchen Kueter
	Worship	Terry Hoefflin
	Family Ministry / Parish Ed.	Tami Ernster
	Noah's Ark	Jason Duba
	Youth Liaison	Lilly Hoefflin
	STAFF REPORTS (written)	
	Office Manager	Lorice Amlin
	Family Minister	Sara McCaw
	ANNOUNCEMENTS/CORRESPONDENCE	Sue Tigges
	Communications to Committees: list four items	
8:00	ADJOURNMENT WITH THE LORD'S PRAYER	

Holy Trinity Lutheran Church Council
Council Meeting Minutes
September 15, 2020

Attendance: Via Zoom, Council: Jonathan Brown, Gretchen Kueter, Jason, Duba, Tami Ernster, Michele Faubel, Pastor Josh Martyn, Darrell Kalmes, Sue Tigges, Terry Hoefflin, Pastor Derek Rosenstiel, and Wendy Einsweiler, Marlee Tart, Adam Eikamp. Absent: Lilly Hoefflin

President Sue Tigges called the meeting to order at 6:32 PM. Sue gave the devotions from the Daily Meditation on Matthew 5.

President Sue reviewed the agenda. Gretchen Kueter moved to approve the agenda with the changes presented. Jonathan Brown seconded the motion. The motion carried.

Jonathan Brown moved to approve the minutes that were presented from the August 18th Council Meeting and the September 1 Executive Council Minutes. Adam Eikamp seconded the motion. The motion carried.

Pastor's Report: Pastor Josh references his report. He was asked to be on a candidacy committee – this position oversees the process of a student that is entering seminary and follows them until installation. There have been some discussions with Klauer Optical on parking in the church's parking lot. We are hoping to have a parking lot worship service on a Saturday in the near future. They are hoping to be able to put it through a FM transmitter so everyone can stay socially distant. The normal Sunday worship would still be held as well.

Associate Pastor's Report: Pastor Derek referenced his report. There is a Saturday Food Distribution at the church Saturday, September 19, 2020. They will have enough food to feed 300 + people. He is also planning another Cedar Rapids cleanup trip Saturday, September 26, 2020.

Action Item: Pastor Derek has selected a mutual ministry team. These people have agreed to be on his mutual ministry team: Robin Leib, Donna O'Dell, Marla Quinn, Andrew Faubel, Martin Lohrmann, and Daniel Haug. Pastor Derek moved to approve these names to be on his mutual ministry team. Gretchen Kueter seconded the motion. The motion Carried.

Treasurer Report: Numbers continue to look good. We are down about \$24,000 from the pledged and unpledged giving. Last year at this time we were at 92% YTD of our tithing pledge and this year with all that has been going on, we are at 93%. This percentage comparison is based just on pledged giving and not on the overall budget. Thank you to our congregation.

Action Item: Jonathan Brown moved to renew our Line of Credit - The council of Holy Trinity Lutheran Church (HTLC) authorizes the President (Sue Tigges), Vice-President (Adam Eikamp) and Secretary (Michele Faubel), as listed in Section Four C12.05.02 of the HTLC Bylaws approved by the Congregation January 2019, to enter into a Line of Credit agreement with Premier Bank with terms as given by the "Commercial Loan Finance Proposal" from Premier Bank (attached to the minutes).

It is the intent of the Council that the Line of Credit be limited to the following as needed; Payroll, Insurance, Utilities and un-budgeted capital needs that require immediate attention.

The use of the Line of Credit will require a majority agreement of the Council.

Marlee Tart Seconded the motion. The Motion carried.

Financial Secretary: Currently going through the budget. Some line items have been exhausted. Budget numbers are coming in from the committees. They should all be in by the end of September.

Old Business:

Committee Reports of use of their remaining budget and their 2021 budget numbers:

The committees have been turning in their 2021 Budget numbers. They are due to Marlee by September 30th.

Review of COVID data along with church reopening discussion. There was discussion on when will be the right time to open the church. It was agreed to wait until the new sound system would be installed the end of September where we can still offer live services online if people choose to do so when the time comes to open the church back up. There was some conversation for having some soft openings for a confirmation service. Other ELCA churches in the area have begun a very limited opening with restrictions and protocols in place. **Action Item:** Gretchen moved that the church remain closed at this time and to defer additional discussions until next council meeting in October. Jonathan Brown seconded. The motion carried.

Logo Update: Sue Tigges has found a graphic designer student and is going to have a team at church view some examples of a new logo.

Finance Committee update: They have met and have agreed that a new accounting program would be useful. The two platforms they are looking at is Breeze and Quickbooks together. They have had the office staff putting in the pros and cons to this idea.

New Business:

Workman's Comp and Commercial Prop Insurance Costs: Currently the church is paying a total of \$3474 with \$676 being Noah's Ark Share for Workman's Comp insurance. The church is also paying \$10,841 with \$1075 being Noah's Ark Share for Commercial Prop Insurance.

Discussion about Church Windows v Quickbooks – Was discussed at the Finance Committee meeting – see above.

Amendment to current Constitution per 2019 Church wide Assembly: The following numbers were changed in the Current Constitution per the 2019 Church wide Assembly vote.

C5.04, C5.04, C8.02, C9.03, C9.14, C9.21, C9.26, C10.01, C10.08, C12.02, C15.11, C17.04, C18.03

Action Item: Jonathan Brown moved to approve the amendments per the 2019 Church wide assembly. Gretchen Kueter seconded the motion.

Committee Reports:

Personnel: Need to get job descriptions for the office staff and also talked about Al's resignation

Building and Grounds: All the cable for the new sound system has been run. Thank you Ron Tigges for doing that. They are being patient on the roof as the insurance company continues to send checks. Hoping that they pay for the whole roof to be replaced.

Action Item: Darrell Kalmes moved to recommend we move to a higher speed internet (100/20 Mb BIS) which would cost an additional \$175.00 per month. Adam Eikamp seconded the motion. The motion carried.

Action Item: Darrell Kalmes moved for council's permission to combine Room # 28 and #29 to accommodate a 2 year old room for Noah's Ark. Noah's Ark will be paying for all the renovations through some fundraising efforts. Gretchen Kueter seconded the motion. The motion carried.

Stewardship: Referenced Report

Outreach: Reference Report

Worship: Has worked on budget. Will start getting together more upon talks of reopening the church.

Family Ministry: Had a successful scavenger hunt. Looking into a Trunk or Treat celebration.

Noah's Ark: No board meeting this month. Starting the fundraising efforts for the 2-year-old room.

The Council approved purchasing a drop safe for the office. It would get the church a secure plan to keep the offerings.

President Sue had some announcements

1. Received correspondence from the Synod showing that we are current with our synod contribution.
2. Last year's council approved receiving a small triangular parcel of property (located on the back entrance from University Ave) via Quit Claim Deed. Once the landowner received their tax bill, they called the HTLC office advising of this. Sue had a Quit Claim Deed prepared and recorded it and had staff pay the \$6/year tax bill.
3. She really misses face-to-face meetings, especially because that is when relationships could be formed.

Communication to Committees:

1. The church is remaining closed.
2. Renovations for Noah's Ark
3. Drive in Worship Opportunities.

The Lord's Prayer was said by all members via Zoom.

Meeting adjourned at 8:23 PM

Submitted by

Michele Faubel
Holy Trinity Lutheran Church Council Secretary

Pastor's Report 10/20

"You are the light of the world. A city built on a hill cannot be hid. let your light shine before others, so that they may see your good works and give glory to your Father in heaven." (Matthew 5:14, 16)

Looking Back

The month of September was a busy month as we kick started all of our programing in church. Confirmation, Bible Explorers, and Adult Ed have all started up. We are excited as the new sound system was installed and is up and running. We still have a few kinks to work out in the system, however we are able to use it. We had a training on the system and trained 5 people. Once we begin to slowly reopen, those who have been trained will be in charge of streaming and recording the service. We are so excited and thankful for this upgrade to our ministry and will continue to learn more about the system in the weeks ahead.

Lorice, Al and I worked together to do some research on the fogger sanitation systems. Not only can we use the systems now, we will need something that will disinfect the sanctuary, hallways, LFC, kitchen (yes the sanitizing solution is food safe), library, conference room, offices, bathrooms, basement rooms and areas as well. We looked at several models, as well as spoke to custodians in other congregations, schools, and large industrial buildings. We contacted the manufacturers of the items, asked lots and lots of questions and boiled everything down to two possible systems that would work for HTLC. These systems put out a fine mist that will sanitize the objects and air.

The first system is by Clean and Safe Protection Products. It is a handheld device that will turn any sanitizing product into a fine mist/fog that will disinfect surfaces and items quickly. You will see the information on the attached sheets. The disinfectant they sell comes electrically charged so it will wrap itself around an object. So, if you are fogging a room with pencils, toys, chairs, etc the solution will wrap itself around the item so that you don't have to spray it from multiple angles. This is a smaller handheld device so 2-3 devices will be needed to sanitize the building.

The second item comes from Midwest Products, the same company we get our cleaning supplies from currently. This item is currently recommended and used by hospitals, Dubuque School District, and the Archdiocese of Dubuque. The company basically took an electric pressure washer, turned the throttle way down, and put a fine mist nozzle on it. The way the system works is you put the solution into a 5-gallon bucket, place the hose from the sprayer into the bucket, plug in the sprayer and begin disinfecting. This item is able to handle large quantities of disinfectant that only one would suffice for our building.

After reviewing the many systems, including the two we have reported, **it is the staff's recommendation and request to purchase 2 of the Clean and Safe Protection Fogger's and cleaning solution (approximately \$500) to sanitize the building.** We feel this system is more reasonable and workable for our space.

Looking Forward:

Pastor Derek and I have been working on the outdoor worship service and hope it will be (or was) a great event. We hope to have another one scheduled before the winter cold and snow come. We continue to plan for Advent season which is quickly approaching.

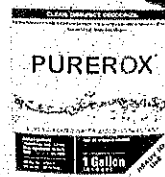
I hope you will be able to find time to worship with us online and join us in the many online educational opportunities. I hope and pray you and your family are healthy and well, and if there is anything you need, please do not hesitate to ask.

Peace in Christ,
Pastor Josh



Purerox Covid-19 EPA Approved **DISINFECTANT SYSTEM**

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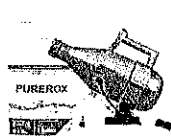


EPA Approved to kill Covid-19 in 60 seconds!

With the Covid-19 pandemic spreading in our communities, it is important that your church, school or business has a safe, easy and affordable way of disinfecting your building to keep your staff and visitors safe.

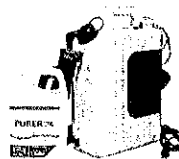
Purerox™ is a proven, proprietary technology that is being used in US hospitals and doctors offices. Purerox™ disinfectant can easily be applied with the matching fogger and has **EPA approval (#87518-1 (hsp20)) for killing Covid-19 in 60 seconds or less** on surfaces and is safe to spray in the air. Most other disinfectants available on the market are toxic and require the surface to be wet for up to 10 minutes to kill Covid-19.

You will not find a safer, quicker or more cost effective system for disinfecting your building.



4.5L Fogger &
Disinfectant
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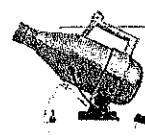
10L Fogger &
Disinfectant
\$479

Pre-Order Now



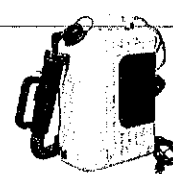
Disinfectant
\$239

Shipping Now



Handheld Fogger
\$129

Shipping Now



Backpack Fogger
\$299

Pre-Order Now

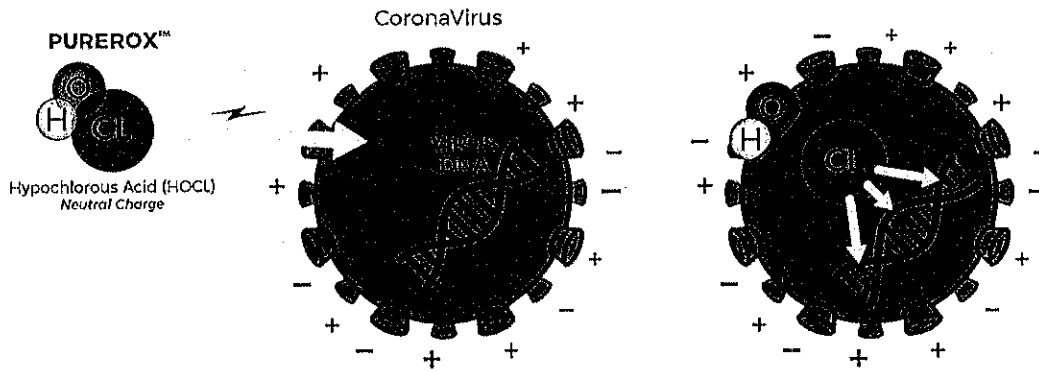
How it Works:

Purerox™ uses a proprietary version of Hypochlorous acid, the same thing that the body naturally produces to kill viruses. Purerox™ is made up of **99.98%** water with a small amount of salt and an electrical charge. The neutral electrical charge causes Purerox™ to bind to and destroy any positive or negatively charged viruses and bacteria on surfaces and in the air.

Normally Hypochlorous acid will quickly lose its electrical charge and effectiveness, but the Purerox™ proprietary technology gives it lasting effectiveness with at least one year of shelf life.

Unlike other chemical disinfectants, Purerox™ is rated as a Category IV disinfectant by the EPA (safest rating) and has no harmful fumes or harsh chemicals, so it can be safely sprayed throughout a building with no PPE and can even be applied with people in the same room. Purerox™ also won't leave a toxic residue after application. Most other disinfectants can't be applied safely with a fogger and will only disinfect solid surfaces like floors and counters.

HOW PUREROX™ KILLS COVID-19 IN 60 SECONDS



The Neutral charge of Hypochlorous acid, the active ingredient in Purerox™ is magnetically attracted by the positive or negative charge of the Coronavirus cell membrane and immediately bonds to the virus' cell wall.

Once the HOCL molecule is bonded to the virus cell, Chlorine is released into the virus and attacks the cell's DNA, killing it in 60 seconds.

ADVANTAGES	HSP PUREROX	Common Peroxide	Common Bleach	Lysol All-Purpose Disinfecting Cleaner
Kills COVID-19 in 60 seconds or Less	✓	✗	✗	✗
Safe on all surfaces	✓	✗ Corrosiveness	✗ Corrosiveness	✗
EPA Toxicity Rating (Safest) and NFPA Safety Rating (0)	✓	✓	✗ "Caution to Danger"	✗ "Warning"
Zero Residue and Oderless	✓	✗	✗	✗
Versatility — Not Limited by Application Methods	✓ Spray and Fogger	✗ Spray Only	✗ Spray Only	✗ Spray Only

[See All Disinfectant Products](#)



Purerox™ Provides Your Church A Safe Solution Now & in the Future

- 100% natural disinfectant (99.98% water) that is non-toxic, alcohol-free and non-corrosive
- No precautions or safety equipment required. Purerox™ is one of the only disinfectants in the world that is not harmful to people, animals, the environment or materials - you can use it throughout your building!
- Can be used with a fogger to penetrate the entire room with microscopic droplets - covering open surfaces, getting into air ducts, vents and cracks, and rapidly sterilising walls, windows, floors, ceilings and even the air.
- A 60-second Covid-19 kill time means you will use far less disinfectant than others that have to be saturated for 10 minutes or more
- Save time and money by not having to wipe down every surface or hire expensive mitigation companies. Disinfect your building in minutes instead of hours!
- Help visitor feel more comfortable attending your church, school or business

• Purerox™ kills the bacteria that cause most odors, your rooms will smell fresh after using.

Easy to Use Anywhere

A gallon bottle of Purerox™ disinfectant used with a fogger will last about 20 minutes and cover 1000-2000 square feet depending on the volume of the room and if you are just spraying surfaces or also into the air.

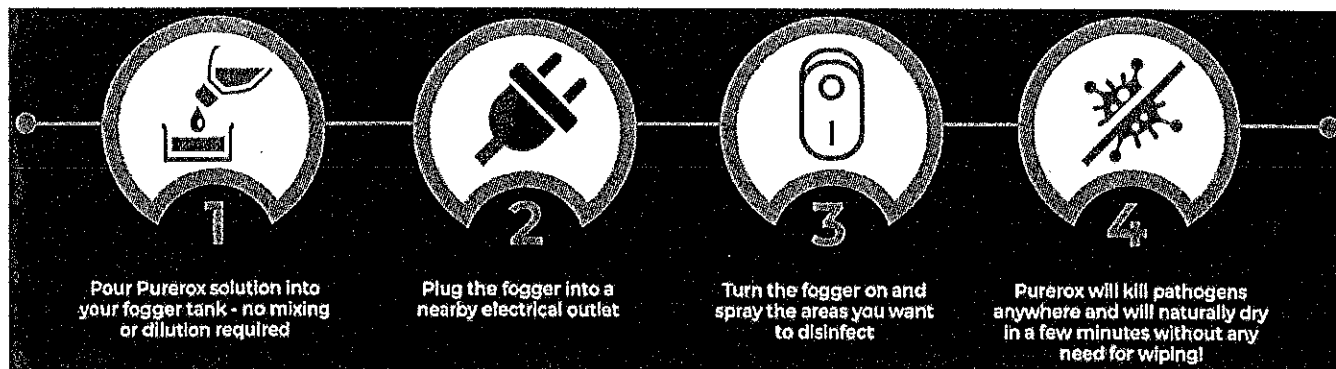


Use this powerful solution to:

- Spray throughout your church, office, school or venue
- Disinfect and remove odors in offices, classrooms and nurseries
- Use in between church services or special events to disinfect chairs, surfaces and the air
- Pour into a spray bottle and wipe down smaller surfaces.

Purerox™ kills the bacteria that cause most odors. Your rooms will smell fresh after using.

4 Easy Steps to a Safer Church, School, or Office



Purerox™ Disinfectant Q&A

Has Purerox™ been approved by the EPA for killing Covid-19?

Purerox™ by HSP (Clean for Health) has EPA approval for use as a disinfectant against Covid-19 and other pathogens. Purerox™ has the fastest kill time of 60 seconds of any of the disinfectants approved for foggers on the list. This makes it easier and more effective to use than other disinfectants. You can review the EPA List N disinfectants for use against Covid-19 here:

The EPA approval number is **87518-1 (hsp20)**

<https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2-covid-19>

Can the Purerox™ be used in a spray bottle?

Yes, Purerox™ can be used in a spray bottle for sanitizing and disinfecting surfaces such as door handles, restrooms, tables and other surfaces. Purerox is an excellent cleaner and leaves no toxic residue.

Are safety precautions needed while applying Purerox™ with a handheld fogger?

Purerox™ is 99.98% water and all natural so no masks, gloves or goggles are needed for application. In fact, Purerox can be applied right before a service or event and will dry in a few minutes without any residue or chemicals. The fact that it is so safe means any staff member or volunteer can apply it.

How long will a 1 gallon container of Purerox™ last for in a fogger?

Depending on the flow adjustment on the fogger, 1 gallon will last for approximately 20 minutes and cover approximately 1000 to 2000 square feet. The coverage amount will depend on the volume of the room and if you are disinfecting just surfaces or also the air in the room.

How does the Purerox™ disinfectant system save me time and money?

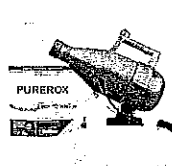
The Purerox™ disinfectant system is applied with a fogger that creates a fine mist of disinfectant. The mist will cover all surfaces including the chairs, carpet, doors and even the air. Other disinfectants applied with a sprayer require much more disinfectant to be used in the same area and will only work on hard surfaces and require the residue to be wiped up afterwards with a cloth. In just minutes a whole room can be disinfected that would otherwise take someone hours of doing by hand.

How often should I apply Purerox™ in my building?

This depends on how often people are in your building. Because Purerox™ is fast and easy to use, it is recommended to apply it after every church service or event where people are in your building.

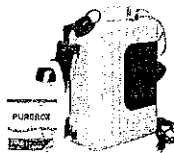
Can Purerox™ damage surfaces or material?

Because Purerox™ is all natural, non-corrosive and has no chemicals, it can be used on all surfaces. It is 99.98% water, so when fogging you may want to be careful to not over saturate electronic or computer equipment.



4.5L Fogger &
Disinfectant
\$359

Shipping Now



10L Fogger &
Disinfectant
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Disinfectant
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Handheld Fogger
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Backpack Fogger
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1

Includes 4.5L Fogger and 4 Pack of 10 Purerox Disinfectant



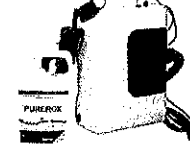
4.5L Fogger and Purerox Covid-19 Disinfectant Kit
\$359.00 (\$495.00)



CASE OF FOUR 1 GALLON BOTTLES

Purerox Covid-19 Disinfectant for Fogger in 1 Gallon Containers (Case of 4)
\$239.00 (\$359.00)

Includes 10L Fogger and 4 Pack of 10 Purerox Disinfectant



10L Fogger and Purerox Covid-19 Disinfectant Kit
\$479.00 (\$595.00)



4.5L Handheld Disinfectant Fogger
\$129.00 (\$249.00)



10L Backpack Disinfectant Fogger
\$259.00 (\$399.00)

Items
per
page:

60 ▾

Sort
by:

Best Sellers ▾

Items 1 - 5 of 5

1



Church Communications Outreach Store

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customerservice@outreach.com

Pressure Washer Mister Combinations

Hand Carry or Portable

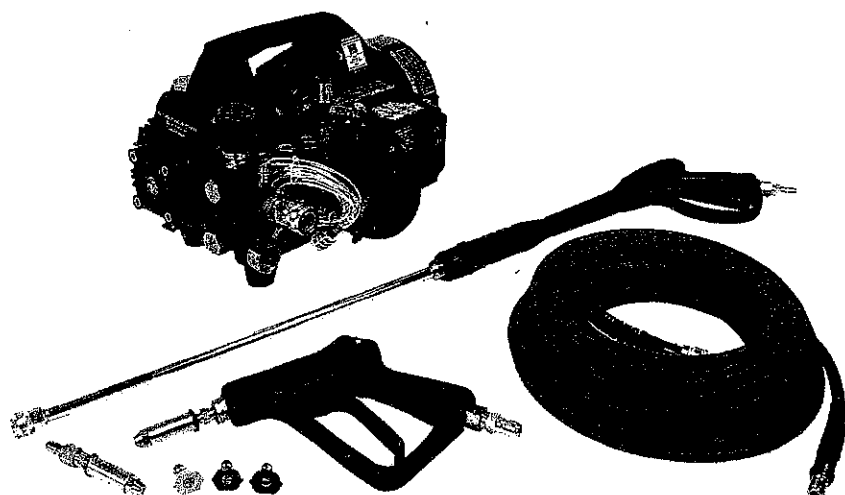


This commercial grade pressure washer mister system puts disinfectant right where you need it. The combination electric 1400-PSI cold water pressure washer and 350-PSI low pressure dispensing mister is extremely easy to use and more efficient than manual misting. Simply adjust the valve to convert the unit from a pressure washer to a mister. Powered by a high quality electric motor it's ideal for indoor and outdoor cleaning and disinfecting.

Cold Water — Electric — Direct Drive

\$1500. includes tax

\$90. per gal



CM-1400-1MEH-M



CM-1400-0MEC-M

Each combination unit includes a two-piece 36-inch lance and trigger gun with quick connect nozzles for pressure washing, a trigger gun with attached misting nozzle and an additional quick connect misting nozzle for higher-reach misting. A 75-foot x 1/4-inch high pressure hose with quick connects allows for convenient use of both the pressure washer and mister.

Pump:

Direct drive triplex crankshaft pump | Thermal relief valve | In-line water strainer | Low pressure detergent injector for pressure washer use only | Oil drain, fill port and sight glass | Misting valve

Motor:

Totally enclosed fan-cooled electric motor | 35-foot power cord with GFCI and 15-amp plug

Frame:

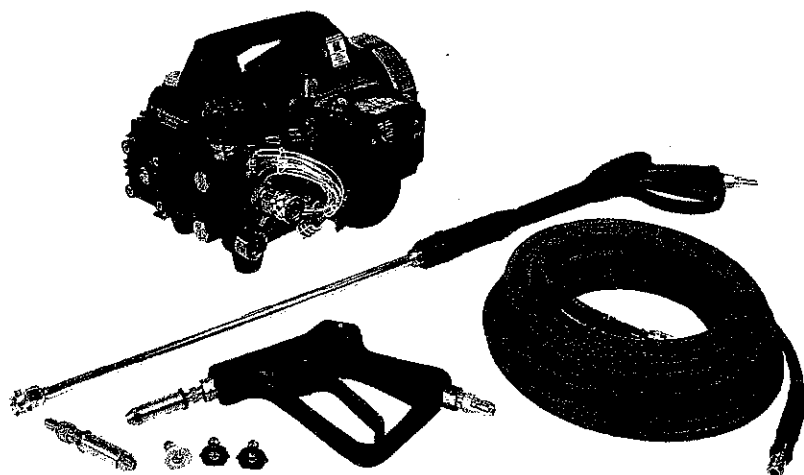
Powder coated steel mounting plate with center balanced lift and four rubber isolators (CM-1400-1MEH-M) | Powder coated steel frame with upright tilt back design and two rubber isolators (CM-1400-0MEC-M)

Unit Includes:

Quick connect nozzles - 15°, 25°, detergent and misting nozzles | 75-foot x 1/4-inch non-marking high pressure hose with quick connects | Two piece, 36-inch lance | Professional-grade trigger gun | Additional trigger gun with misting nozzle

Pressure Washer Mister Combinations

Cold Water – Electric – Hand Carry/Portable – Direct Drive



Hand Carry Model – CM-1400-1MEH-M

	Pressure Washer Mode	Mister Mode
PSI	1400	350
FLOW	1.5 GPM	.049 GPM / 2.93 GPH
HORSEPOWER/MOTOR	1.5 HP, 120V, 1Ø, 13.5A	—
PLUG TYPE	NEMA 5-15P	—
UNLOADER	Adjustable pressure	—
DIMENSIONS (LxWxH)	14x11x10in.	—
SHIP WT.	52 lb.	—
NET WT.	45 lb.	—

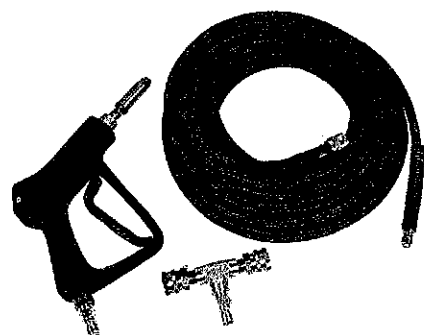


Portable Model – CM-1400-0MEC-M

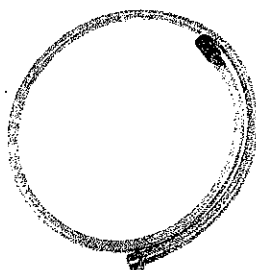
	Pressure Washer Mode	Mister Mode
PSI	1400	350
FLOW	1.5 GPM	.049 GPM / 2.93 GPH
HORSEPOWER/MOTOR	1.5 HP, 120V, 1Ø, 13.5A	—
PLUG TYPE	NEMA 5-15P	—
UNLOADER	Adjustable pressure	—
DIMENSIONS (LxWxH)	26x18x38in.	—
SHIP WT.	65 lb.	—
NET WT.	54 lb.	—

Accessories:

PART NUMBER	DESCRIPTION	FITS MODELS
851-0431	Dual gun adapter	All models
851-0432	Trigger gun with misting nozzle	All models
15-0392	75-foot x 1/4-inch non-marking high pressure hose	All models
AW-3100-0001	Dual gun accessory kit - Includes dual gun adapter, trigger gun with misting nozzle and 75-foot non-marking high pressure hose	All models
AW-3100-0002	5-foot supply hose	All models
AW-3100-0003	Quick connect misting nozzle - Attaches to 36-inch lance for misting hard to reach areas	All models



Dual Gun Accessory Kit, AW-3100-0001



Supply Hose,
AW-3100-0002

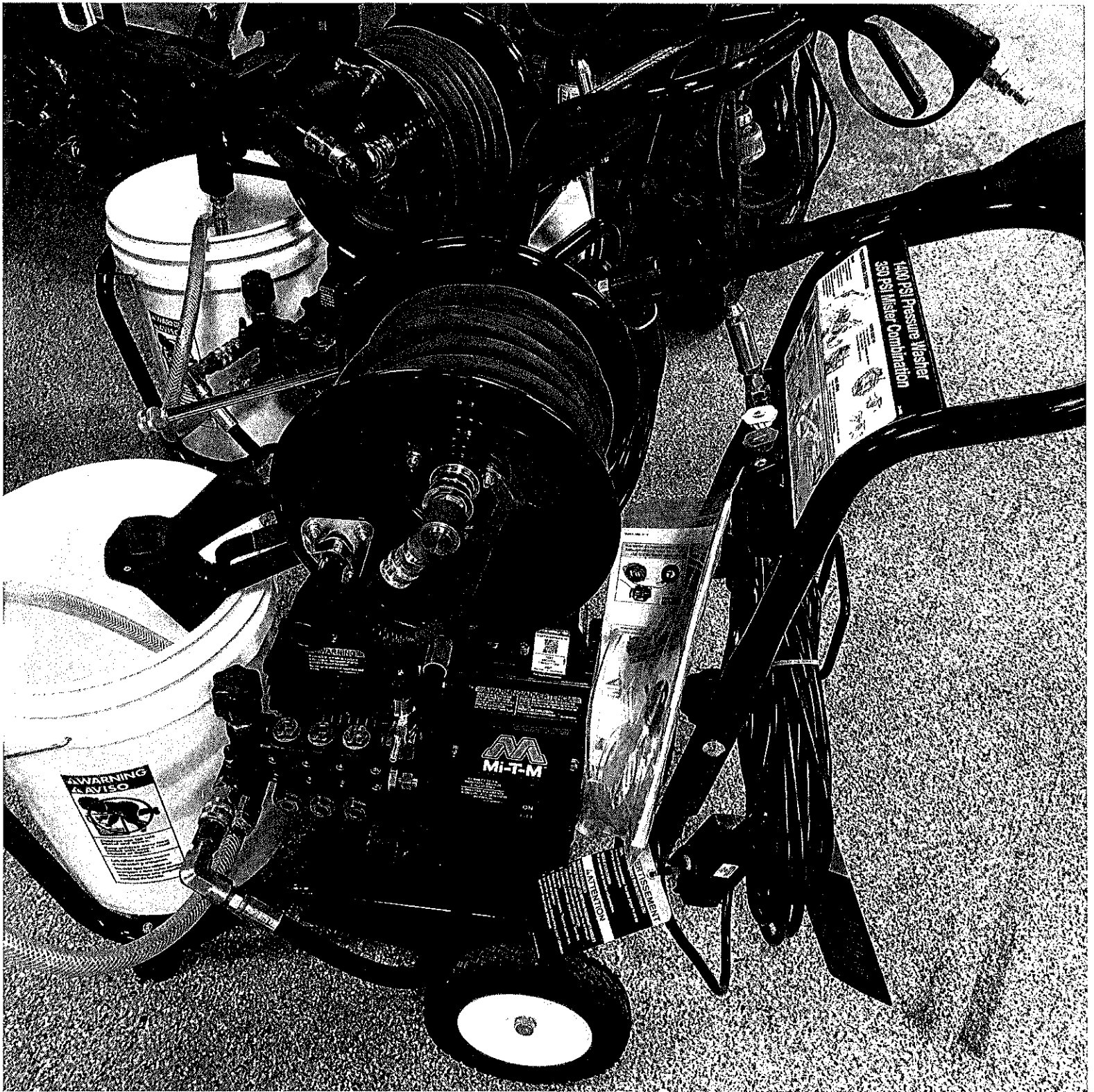


Quick Connect Misting
Nozzle, AW-3100-0003



NEMA 5-15P,
15-amp plug

WARNING: Cancer and Reproductive Harm - www.P65Warnings.ca.gov



Associate Pastor's Report
October 2020

¹² Not that I have already obtained this or have already reached the goal; but I press on to make it my own, because Christ Jesus has made me his own. ¹³ Beloved, I do not consider that I have made it my own; but this one thing I do: forgetting what lies behind and straining forward to what lies ahead, ¹⁴ I press on toward the goal for the prize of the heavenly call of God in Christ Jesus.”

Philippians 3: 12-14 (NRSV)

After this text came up in our lectionary readings not all that many Sundays ago, I have been dwelling on it. You may not know this about me, but I am a runner. I have enjoyed running since a young age, and it is one of the few consistent exercise practices that I still hold onto in these times of chaos. St. Paul writes in this passage about pressing on, about straining forward towards a goal. A goal that is not to reach a place or to acquire a thing, but rather this goal leads to a prize that can only be found in the very person of Jesus Christ. I have been thinking a lot about what it means to think in terms of not just reaching that place where everything returns to “normal” but rather to focus my mind and heart on something else.

What if our aim as a community of faith were not so much to achieve some sort of “approximation” of what we had been or were doing prior to COVID-19? What if our ministries were not so much carried out in a manner that seeks to create some sort of best attempt of what had been? What if we stopped saying, “I know this is not what we are used to...? or...this may not be what we are all familiar with?” Rather might we press on towards the same goal that we are given in Christ Jesus, but in a new way - unapologetically, boldly, and creatively. Might we do well to not keep looking back but rather look around and forward instead. What might our ministries and life as a community look like and feel like then?

I write all this because I recently hit a wall. My exhaustion of trying to keep up some of practices and expectations that I perceived existed for my ministry pre-pandemic, during this pandemic, had become too much to bear. I was trying to carry out all the same ministries I had been a part of and led prior to the pandemic to the best approximation of what they had been just in a new format. Recently, I began to realize that this was no longer sustainable. Pastor Josh, I, & the rest of staff have been recreating all our ministries to be something new in this time. Not just the same ministries in a new package, but genuinely new creations because they could not work the way they always had. This transformation is still occurring, and most likely will for quite some time. I think this has been healthy and good. New life is what we are promised in Christ, and I believe if we embrace that, we may be amazed at where the Holy Spirit leads us.

By way of nitty gritty details of my report. This past month I have had the sacred privilege of partnering with others in many new ministry experiences. For worship, pastor Josh & I have continued to alter and work on our services to prepare us all for the streaming of services that will continue even after the pandemic. We carried out our first parking lot worship at Wartburg, and we believe it was a great success. Lastly, we are beginning to learn the new A/V system that has been installed and will be a vital part of our worship life going forward.

For outreach, we are planning yet another food distribution for November and have learned yet a few more lessons to make it even more successful next time. We are soon to hold our first communal “meal-to-go” ministry and hope to learn if this is an effective and feasible new ministry in serving our neighbors in need. Our gardens of grace are ending & all the “fruits” born from that effort have been given to feed the hungry both in our small pantries and elsewhere. We received an immensely powerful letter about the impact of the wildflowers on

someone who passed our gardens all summer. Ask me sometime about it if you want to here a witness to the work of the Holy Spirit in and through some of our smallest attempts to bear Christ's light in this world in what we do. Finally, we took yet another trip to Cedar Rapids to aide with cleanup there, and those who traveled there (including myself) were greatly moved by our experience with the community we worked alongside on that trip. There is still so much to be done in loving and serving our neighbors near and far, and we press on following Christ.

For pastoral care, I continue to visit with people in many new ways. On the phone, over Zoom, and most recently in-person outdoors, masked & socially distanced. This has been so refreshing as I have for so long yearned to see people and visit with them not through digital means. Even some of our local long-term care facilities are allowing visits outdoors as well. This has brought new life and comfort to both those we have the privilege of caring for but for us as well. We continue to strive to connect with and care for our community in new ways and pray that Christ may be made present in these care experiences.

I give thanks to God & marvel at the grace that continues to show up all the time amid all this turmoil. It is only by the grace of God that we are able to run the race that has been set before us, and thanks be to God that we are gifted with companions on this journey. Thanks be to God for each of your and your partnership in ministry. So many people within our community and beyond have witnessed to Christ's love and presence through their words and actions during this time of hardship. May we continue to travel together in faith this strange yet beautiful path ahead together and see what God has in store for us next! I invite y'all to always ask me questions and bring ideas to me for what I can be doing better or different in my role here.

God's Peace,
DGR (Pastor Derek)

Holy Trinity Lutheran Church - Dubuque - Dubuque IA
Bank Reconciliation - Statement Ending September 30, 2020

Friday, October 2, 2020 3:39 PM

Page 1 of 1

Statement Ending Date:	09/30/2020
Account:	Zero Balance Checking (1.100.005)
Statement Ending Balance:	\$0.00

No Deposits in Transit or Outstanding Checks and Withdrawals

Adjusted Bank Balance:	\$0.00
Balance per Accounting:	\$0.00
Difference to Reconcile:	\$0.00

This bank reconciliation has not been finalized.

Holy Trinity Lutheran Church - Dubuque - Dubuque IA
Bank Reconciliation - Statement Ending September 30, 2020

Tuesday, October 13, 2020 7:49 PM

Page 1 of 1

Statement Ending Date:	09/30/2020
Account:	General Operating Checking (1,100,000)
Statement Ending Balance:	\$23,492.64

Deposits in Transit

	09/08/2020	(1,000.00)
	09/15/2020	791.62
	09/30/2020	791.62
Total:		\$583.24

Outstanding Checks and Withdrawals

04/16/2019		55.43	(Journal Entry)
08/06/2020		200.00	(Journal Entry)
09/15/2020	42616	62.50	Pastor Joshua Martyn
09/23/2020	42621	19.95	Gather for Faith and Action
09/28/2020	42623	14.38	LISA BORCHERT
09/29/2020	42626	136.14	WEBER PAPER COMPANY
09/30/2020	42625	0.00	Voided Checks
09/30/2020	42627	58.33	EWALU
09/30/2020	42628	3,497.67	NORTHEASTERN IOWA SYNOD - ELCA
Total:		\$4,044.40	

Adjusted Bank Balance:	\$20,031.48
Balance per Accounting:	\$20,031.48
Difference to Reconcile:	\$0.00

Comments:

This bank reconciliation has not been finalized.

Holy Trinity Lutheran Church - Dubuque - Dubuque IA
Bank Reconciliation - Statement Ending September 30, 2020

Tuesday, October 13, 2020 6:23 PM

Page 1 of 1

Statement Ending Date:	09/30/2020
Account:	Designated Funds Checking (1.100.035)
Statement Ending Balance:	\$127,509.21

Deposits in Transit

	09/08/2020	1,000.00
Total:		\$1,000.00

Outstanding Checks and Withdrawals

04/30/2019		4.80	(Journal Entry)
04/30/2019		4.80	(Journal Entry)
09/15/2020	1843	60.00	ELCA Good Gifts
09/15/2020	1844	285.94	ELCA Good Gifts
09/21/2020	1847	131.95	DAN WILD
09/21/2020	1848	160.50	DAN WILD
09/29/2020	42624	30.00	BOY SCOUTS TROOP 51
09/30/2020	1851	130.00	LUTHER MANOR
Total:		\$807.99	

Adjusted Bank Balance:	\$127,701.22
Balance per Accounting:	\$127,701.22
Difference to Reconcile:	\$0.00

This bank reconciliation has not been finalized.

Holy Trinity Lutheran Church - Dubuque - Dubuque IA
Bank Reconciliation - Statement Ending September 30, 2020

Tuesday, October 13, 2020 11:41 AM

Page 1 of 1

Statement Ending Date:	09/30/2020
Account:	Noah's Ark Operating Checking (1.100.045)
Statement Ending Balance:	\$26,922.52

Outstanding Checks and Withdrawals

09/03/2020	2051	35.00	Tricia Kivlahan
09/03/2020	2052	21.00	Tricia Kivlahan
Total:		\$56.00	

Adjusted Bank Balance:	\$26,866.52
Balance per Accounting:	\$26,866.52
Difference to Reconcile:	\$0.00

This bank reconciliation has not been finalized.

Holy Trinity Lutheran Church - Dubuque - Dubuque IA
Balance Sheet as of September 30, 2020

Thursday, October 15, 2020 9:23 AM

Page 1 of 1

Account #	Account Name	Beginning Balance	YTD Balance
Assets			
1.100.000	General Operating Checking	23,858.43	20,031.48
1.100.035	Designated Funds Checking	90,865.50	127,701.22
1.100.045	Noah's Ark Operating Checking	10,080.53	26,866.52
	Total Current Assets	\$124,804.46	\$174,599.22
1.500.000	Church Addition - (1999-2000)	2,094,497.71	2,094,497.71
1.500.005	Capitalized Interest	41,450.34	41,450.34
1.500.010	Church Edifice and Lot	1,024,000.00	1,024,000.00
1.500.020	1730 University	37,000.00	37,000.00
1.500.030	1815 Delhi	27,000.00	27,000.00
1.500.060	1710 University	68,956.25	68,956.25
	Total Fixed Assets	\$3,292,904.30	\$3,292,904.30
	Total Assets	\$3,417,708.76	\$3,467,503.52
Liabilities			
2.000.000	Accounts Payable/Vendors	2,092.35	4,013.85
2.250.000	Line of Credit Payable	15,000.00	0.00
	Total Accounts Payable	\$17,092.35	\$4,013.85
	Total Liabilities	\$17,092.35	\$4,013.85
Fund Balance			
3.000.000	Noah's Ark Operating Checkbook	10,080.53	26,866.52
3.001.000	General Operating Checkbook	6,766.08	16,017.63
	Total Operating Fund	\$16,846.61	\$42,884.15
3.099.000	Equity Fund	3,292,904.30	3,292,904.30
	Total Investments / Equity Fund	\$3,292,904.30	\$3,292,904.30
3.100.000	Designated (& Restricted) Checkbook	90,865.50	127,701.22
	Total Fund Balance	\$3,400,616.41	\$3,463,489.67
	Total Liabilities and Fund Balance	\$3,417,708.76	\$3,467,503.52

Holy Trinity Lutheran Church - Dubuque - Dubuque IA
Consolidated Fund Activity Report for September 2020

Thursday, October 15, 2020 9:25 AM

Page 1 of 4

Account #	Account Name	Beg Balance	Receipts	Disbursements	Transfers/JE's	End Balance
3.100.000	Designated (& Restricted) Checkbook					
3.002.000	Sanctuary Lighting Fund	875.00	0.00	0.00	0.00	875.00
3.003.000	Music Dept Fund	413.00	0.00	0.00	0.00	413.00
3.004.000	Designated Checking Interest Fund	210.70	5.21	0.00	0.00	215.91
3.005.000	Fellowship Events Fund	1,096.30	0.00	0.00	0.00	1,096.30
3.006.000	Intern 2017-2018 Special Appeal Fund	0.00	0.00	0.00	0.00	0.00
3.007.000	Roof Fund	56,834.22	0.00	0.00	0.00	56,834.22
3.008.000	Pastor Cont. Ed. Fund	0.00	0.00	0.00	0.00	0.00
3.009.000	Assoc. Pastor Cont Ed.	0.00	0.00	0.00	0.00	0.00
3.011.000	Property Improvement	(1,192.78)	0.00	0.00	0.00	(1,192.78)
3.012.000	Continue the Call Balance	5,825.04	0.00	0.00	0.00	5,825.04
3.013.000	Telephone & Internet Balance	0.00	0.00	0.00	0.00	0.00
3.014.000	Neighborhood Patio Events Balance	250.00	0.00	0.00	0.00	250.00
3.015.000	Short Term Debt Deduction for Designated Funds	0.00	0.00	0.00	0.00	0.00
3.016.000	Produce for Food Insecure Balance	100.00	0.00	0.00	0.00	100.00
3.017.000	Prayer Shaw Ministry Balance	100.00	0.00	0.00	0.00	100.00
3.018.000	Free Wash Balance	250.00	0.00	0.00	0.00	250.00
3.019.000	Sound System Fund Balance	14,967.31	0.00	0.00	0.00	14,967.31
3.020.000	Designated Credit Card Fees Fund Balance	0.00	0.00	0.00	0.00	0.00
3.040.000	Memory Cafe Fund	80.55	0.00	0.00	0.00	80.55
3.040.001	1st Communion	0.00	0.00	0.00	0.00	0.00
3.040.002	Flowers	80.00	40.00	127.62	0.00	(7.62)
3.040.003	The Lutheran Subscription	(47.76)	0.00	0.00	0.00	(47.76)
3.040.004	Stephen's Ministry Fund	0.00	0.00	0.00	0.00	0.00
3.040.005	Misc I/O	243.17	0.00	2.45	0.00	240.72
3.040.006	LFC Internal Improvement - Acoustics	1,127.61	1,000.00	160.50	0.00	1,967.11
3.040.007	Fair Trade Coffee/Chocolate	(60.57)	0.00	0.00	0.00	(60.57)
3.040.008	Welcome Gift - Intern	10.00	0.00	0.00	0.00	10.00
3.040.009	Bell Choir	0.00	0.00	0.00	0.00	0.00
3.040.010	Staff Reimbursement	57.64	0.00	0.00	0.00	57.64
3.040.011	Retreat	0.00	0.00	0.00	0.00	0.00
3.040.012	Sunday School Supply Fund Balance	30.00	0.00	0.00	0.00	30.00

Thursday, October 15, 2020 9:25 AM

Holy Trinity Lutheran Church - Dubuque - Dubuque IA
Consolidated Fund Activity Report for September 2020

Page 2 of 4

Account #	Account Name	Beg Balance	Receipts	Disbursements	Transfers/JE's	End Balance
3.040.013	Benevity Community Fund (Boy Scout Troop #51)	0.00	30.00	30.00	0.00	0.00
3.040.014	Ora Gremmel Designated Fund Balance	0.00	0.00	0.00	0.00	0.00
3.040.015	Reconciled In Christ Task Force Balance	129.67	0.00	0.00	0.00	129.67
3.040.016	Railing Paint Project Fund Balance	720.00	0.00	0.00	0.00	720.00
3.040.017	Monitor Fund Balance	75.00	0.00	0.00	0.00	75.00
3.040.018	Computer Fund Balance	(20.00)	0.00	0.00	0.00	(20.00)
3.040.019	On-line Giving Page Balance	300.00	0.00	0.00	0.00	300.00
3.040.020	Payroll Protection Program Fund Balance	13,041.50	0.00	0.00	0.00	13,041.50
3.041.000	Mission Fund (ELCA)	0.00	0.00	0.00	0.00	0.00
3.041.001	Global Mission	0.00	0.00	0.00	0.00	0.00
3.041.002	World Hunger	100.00	0.00	100.00	0.00	0.00
3.041.003	LWR	0.00	0.00	0.00	0.00	0.00
3.041.004	Disaster Relief	0.00	0.00	0.00	0.00	0.00
3.041.005	Missionary Sponsorship	0.00	0.00	0.00	0.00	0.00
3.041.006	EWALU Campership	60.00	0.00	0.00	0.00	60.00
3.041.007	Hunger Outreach Balance	6,614.98	451.17	246.84	0.00	6,819.31
3.041.008	Flood Buckets Balance	(258.79)	0.00	0.00	0.00	(258.79)
3.041.009	Rescue Mission	0.00	0.00	0.00	0.00	0.00
3.041.010	Food Pantry DBQ	0.00	0.00	0.00	0.00	0.00
3.041.011	People In Need PIN	0.00	0.00	0.00	0.00	0.00
3.041.012	Global Church Weekend Balance	0.00	0.00	0.00	0.00	0.00
3.041.013	Lutheran Immigration & Refugee Service Balance	0.00	0.00	0.00	0.00	0.00
3.041.014	St. Mark's Community Center	70.00	0.00	70.00	0.00	0.00
3.041.015	Campus Ministries	0.00	0.00	0.00	0.00	0.00
3.041.016	Luther Manor Residences	0.00	130.00	130.00	0.00	0.00
3.041.017	Habitat for Humanity Inc	0.00	0.00	0.00	0.00	0.00
3.041.018	Bread for the World Mission	0.00	0.00	0.00	0.00	0.00
3.041.019	LSI Mission	0.00	0.00	0.00	0.00	0.00
3.041.020	D A C U	0.00	0.00	0.00	0.00	0.00
3.041.021	St. John's Guest House	0.00	0.00	0.00	0.00	0.00
3.041.022	Pastor's Emergency Fund	(812.78)	1,360.00	726.01	0.00	(178.79)

Holy Trinity Lutheran Church - Dubuque - Dubuque IA
Consolidated Fund Activity Report for September 2020

Thursday, October 15, 2020 9:25 AM

Page 3 of 4

Account #	Account Name	Beg Balance	Receipts	Disbursements	Transfers/JE's	End Balance
3.041.023	Sunday School Offering	571.94	0.00	571.94	0.00	0.00
3.041.024	Advent Offering	0.00	0.00	0.00	0.00	0.00
3.041.025	Lenten Offering	0.00	0.00	0.00	0.00	0.00
3.041.026	Young Adults in GLobal Mission YAGM	0.00	0.00	0.00	0.00	0.00
3.041.027	Crescent Community Health Center	0.00	0.00	0.00	0.00	0.00
3.041.028	WELCA Fund Balance	715.53	0.00	0.00	0.00	715.53
3.041.029	Gardens of Grace	0.00	0.00	0.00	0.00	0.00
3.041.030	E W A L U Support	0.00	0.00	0.00	0.00	0.00
3.041.031	Lutheran Chapaincy Outreach	0.00	0.00	0.00	0.00	0.00
3.041.032	Member Assistance	0.00	0.00	0.00	0.00	0.00
3.041.033	Maria House Offering	0.00	0.00	0.00	0.00	0.00
3.041.034	Opening Doors Women's Shelter Offering	0.00	0.00	0.00	0.00	0.00
3.041.036	Malaria Campaign	0.00	0.00	0.00	0.00	0.00
3.041.037	Lutheran Disaster Relief	0.00	0.00	0.00	0.00	0.00
3.041.040	Patio Project	0.00	0.00	0.00	0.00	0.00
3.041.041	VBS Mission Offering	60.00	0.00	60.00	0.00	0.00
3.041.042	Courtyard Project Fund Balance	1,787.91	0.00	0.00	0.00	1,787.91
3.045.000	Sabbatical Leave Fund	7,499.91	0.00	0.00	0.00	7,499.91
3.050.000	Green Team Sponsorship	153.00	0.00	0.00	0.00	153.00
3.053.000	Family Ministry Fund	9,548.33	167.75	72.13	0.00	9,643.95
3.054.000	Griefshare Fund Balance	20.00	0.00	0.00	0.00	20.00
3.055.000	AED Fund (automated external defibrillator)	0.00	0.00	0.00	0.00	0.00
3.056.000	Major Repairs	0.00	0.00	0.00	0.00	0.00
3.060.000	Ramp Fund	0.00	0.00	0.00	0.00	0.00
3.062.000	Alley Debt Reduction	0.00	0.00	0.00	0.00	0.00
3.066.000	Noah's Ark Reserv Fund	793.79	0.00	0.00	0.00	793.79
3.100.001	ELCA Synod Receipts	0.00	0.00	0.00	0.00	0.00
3.100.002	Art Cooper Memorial - Music & Christmas	0.00	0.00	0.00	0.00	0.00
3.100.003	Pastor Harvey Frye Memorial	0.00	0.00	0.00	0.00	0.00
3.100.004	Alice Arnold Memorial	0.00	0.00	0.00	0.00	0.00
3.100.006	Fran Kringle Memorial - Stephen Ministry	404.36	0.00	131.95	0.00	272.41

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Account #	Account Name	Beg Balance	Receipts	Disbursements	Transfers/JE's	End Balance
3.100.007	Matt Moore Memorial - Stephen Ministry	0.00	0.00	0.00	0.00	0.00
3.100.008	Ron Amundson Memorial	0.00	0.00	0.00	0.00	0.00
3.100.009	Gene Chappell Memorial	0.00	0.00	0.00	0.00	0.00
3.100.010	Griebel Memorial - 9	0.00	0.00	0.00	0.00	0.00
3.100.011	Willaim Collings Memorial	125.00	0.00	0.00	0.00	125.00
3.100.012	Linda Lunde Memorial - Signage	0.00	0.00	0.00	0.00	0.00
3.100.013	Unused Memorial 11	0.00	0.00	0.00	0.00	0.00
3.100.017	Don Hamill Memorial - Stephen Ministry	0.00	0.00	0.00	0.00	0.00
3.100.018	Dorothy Wick Memorial - Stephen Ministry/Undesigna	0.00	0.00	0.00	0.00	0.00
3.100.021	Caroll Tolzmann Memorial Balance	0.00	0.00	0.00	0.00	0.00
3.500.000	Prepaid Pledge Balance	3,997.75	0.00	0.00	0.00	3,997.75
Total		<u>\$126,946.53</u>	<u>\$3,184.13</u>	<u>\$2,429.44</u>	<u>\$0.00</u>	<u>\$127,701.22</u>

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Account #	Account Name	Period Activity	YTD Balance	Budget YTD	Annual Budget	Annual Budget Remaining
Income						
4.100.000	Pledge/Unpledge Reg Giving	28,828.64	327,824.89	360,630.00	480,839.00	153,014.11
4.100.001	Loose Plate	606.00	3,384.09	5,625.00	7,500.00	4,115.91
4.100.002	Seasonal	0.00	235.00	1,503.00	2,000.00	1,765.00
4.100.003	Church Debt Giving	0.00	0.00			
4.100.004	Interest Income	0.84	18.24*	0.00	0.00	(18.24)
4.100.005	Transfer from Telephone & Internet	0.00	19,268.47			
4.100.006	Church Use Income	0.00	265.00	1,125.00	1,500.00	1,235.00
4.100.007	Pledge - Bridge the Gap Campaign	0.00	0.00			
4.100.008	HTLC Foundation Fund	0.00	0.00			
4.100.009	Misc General Income	305.28	488.78			
4.100.010	Transfer from Rental Houses Profit	0.00	0.00			
4.100.011	Transfer from Intern Fund	0.00	0.00			
4.100.012	Community Foundation Fund	0.00	0.00			
4.100.013	Transfer from Zero Balance Account	0.00	101.61*	0.00	0.00	(101.61)
4.100.014	Transfer from Sale of Lot for Property Improvement	0.00	0.00			
4.100.015	Transfer from Designated LFC Internal Improvements	0.00	16,965.50			
4.100.016	Admin Income	0.00	761.38*	0.00	0.00	(761.38)
4.100.017	Transfer from Noah's Ark for Custodial Services	0.00	0.00	3,753.00	5,000.00	5,000.00
4.100.018	Transfer from PPP Designated Acct	0.00	59,188.49			
4.100.019	Transfer from Continue the Call	0.00	5,708.00	8,559.00	11,413.00	5,705.00
4.100.020	Transfer from Noah's Ark Reser	0.00	0.00			
4.100.021	Noah's Ark Insurance Reimbursement	0.00	0.00			
4.100.022	Health Insurance Rebate	0.00	0.00			
4.100.023	1710 Univ. Liability Ins. Refund	0.00	0.00			
4.100.024	Transfer from On-line Giving Page	0.00	0.00			
4.100.025	Trnsfr from O. Gremmel's - Organ Maint/Wrshp Utili	0.00	4,051.90	6,948.00	9,259.00	5,207.10
4.100.026	Trnsfr from O. Gremmel's - Air Conditioning	0.00	0.00			
4.100.027	Transfer from Ora Gremmels	0.00	0.00			
4.100.028	Trnsfr from O. Gremmels - Sanctuary Roof Repair	0.00	0.00			
4.100.029	Trnsfr from O. Gremmels - Loan	0.00	0.00			
4.100.030	Parish Ed Income	0.00	20.00*	0.00	0.00	(20.00)
4.100.031	Family Ministry Income	0.00	67.00*	0.00	0.00	(67.00)
4.100.032	Outreach Income	0.00	0.00	0.00	0.00	0.00
4.100.033	Worship Income	0.00	100.00*	0.00	0.00	(100.00)
4.100.034	Fellowship Income	0.00	0.00	0.00	0.00	0.00
4.100.035	Mission Income	0.00	0.00	0.00	0.00	0.00
4.100.036	Stewardship Income	0.00	0.00	0.00	0.00	0.00
4.100.037	Donations to support LFC lighting project	0.00	0.00	11,250.00	15,000.00	15,000.00
4.100.038	Caring Ministry Income	0.00	0.00	153.00	200.00	200.00

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Account #	Account Name	Period Activity	YTD Balance	Budget YTD	Annual Budget	Annual Budget Remaining
4.100.039	Transfer from Designated Sound System Fund	0.00	13,800.00			
	Total General Fund Giving	\$29,740.76	\$452,248.35*	\$399,546.00	\$532,711.00	\$190,173.89
	Total Income	\$29,740.76	\$452,248.35	\$399,546.00	\$532,711.00	\$190,173.89
Expense						
5.100.000	Line of Credit Interest Expense	0.00	294.48	603.00	800.00	505.52
5.100.002	Admin. Computer/Printer	0.00	228.18	414.00	550.00	321.82
5.100.003	Admin - Equipment M/R	987.00	5,606.86*	3,528.00	4,700.00	(906.86)
5.100.004	Admin - Iowa Use Tax	0.00	0.00			
5.100.005	Admin - Office Supplies	416.91	6,316.77*	3,528.00	4,700.00	(1,616.77)
5.100.006	Admin - Pastor Discretionary	0.00	0.00			
5.100.007	Admin - Postage	111.80	880.30*	747.00	1,000.00	119.70
5.100.008	Admin - Printed Material	19.95	569.57	1,008.00	1,343.00	773.43
5.100.009	Admin - Stwre/Intrtn Support	318.81	2,221.62*	1,575.00	2,100.00	(121.62)
5.100.010	Meetings Misc. expense	0.00	486.69*	378.00	500.00	13.31
5.100.011	Credit Card Fees	33.57	455.98			
5.100.012	Staff Mileage	14.38	14.38	153.00	200.00	185.62
5.100.013	Transfer to Sabbatical Leave	0.00	0.00			
5.100.014	Staff Retreat/Travel Expense	0.00	0.00			
5.100.015	Admin - Kitchen Supplies	0.00	0.00	90.00	125.00	125.00
5.100.016	Fall Theological Conference	79.11	79.11	297.00	400.00	320.89
5.100.017	Synod Assembly Registration	0.00	0.00	1,125.00	1,500.00	1,500.00
5.100.018	Council Retreat	0.00	0.00			
5.100.020	Tape/CD Ministry	0.00	0.00	18.00	25.00	25.00
5.100.025	Designated Credit Card Fees Expense	0.00	27.93			
5.100.029	Background Check	0.00	0.00	72.00	90.00	90.00
5.100.030	Admin. Misc. Expense	202.75	1,045.18			
5.100.031	HK Payroll Services	59.58	687.08	747.00	1,000.00	312.92
5.100.032	Financial Software Review	0.00	0.00			
5.140.004	Copy Machine leased @ 5 years	0.00	293.48	2,997.00	4,000.00	3,706.52
	Total Administration Expense	\$2,243.86	\$19,207.61*	\$17,280.00	\$23,033.00	\$5,354.48
5.105.000	Fellowship Expense	0.00	452.73	1,125.00	1,500.00	1,047.27
	Total Fellowship Expense	\$0.00	\$452.73	\$1,125.00	\$1,500.00	\$1,047.27
5.115.000	Outreach - Advertising	0.00	139.02	375.00	500.00	360.98
5.115.001	Banners	0.00	323.15*	243.00	325.00	1.85
	Total Outreach Exp	\$0.00	\$462.17	\$618.00	\$825.00	\$362.83
5.120.001	CMB - Campus Ministry	0.00	0.00			
5.120.002	CMB - D.A.C.U.	0.00	0.00			
5.120.003	CMB - ELCA Synod	3,268.92	29,420.28	29,421.00	39,227.00	9,806.72
5.120.004	CMB - Lutheran Schlrshps	0.00	0.00			
5.120.005	CMB - Lutheran Camperships	0.00	0.00			
5.120.007	CMB - Global Missions	0.00	0.00			
5.120.008	CMB - Habitat for Humanity	0.00	0.00			
5.120.009	CMB - Luther Manor	0.00	0.00			
5.120.010	CMB - Lutheran Services in Iowa	0.00	0.00			
5.120.011	CMB - Missionary Sponsorship	228.75	2,058.75	2,061.00	2,745.00	686.25
5.120.013	CMB - Rescue Mission	0.00	0.00			
5.120.014	CMB - St. Mark's Center	0.00	0.00			
5.120.020	CMB - EWALU Support	58.33	524.97	525.00	700.00	175.03
	Total Church Missions Expense	\$3,556.00	\$32,004.00	\$32,007.00	\$42,672.00	\$10,668.00
5.120.030	Stewardship - Postage/Supplies	0.00	560.16	2,628.00	3,500.00	2,939.84

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5.120.031	Green Team	0.00	0.00	72.00	90.00	90.00
	Total Stewardship Expense	\$0.00	\$560.16	\$2,700.00	\$3,590.00	\$3,029.84
5.130.002	9th Grade Confirmation Dinner	0.00	0.00	261.00	350.00	350.00
5.130.003	Confirmation Curr and Supp	0.00	429.00*	300.00	400.00	(29.00)
5.130.004	6th, 7th and 8th Conf. Retreat	0.00	0.00	750.00	1,000.00	1,000.00
5.130.005	Splash Material	408.62	408.62*	378.00	500.00	91.38
5.130.006	Gift Bibles	0.00	0.00	261.00	350.00	350.00
5.130.011	Adult Education	63.18	180.97*	150.00	200.00	19.03
5.130.012	Sunday School Curriculum	22.66	751.82	843.00	1,125.00	373.18
5.130.013	Youth Education	0.00	14.99	150.00	200.00	185.01
5.130.014	Youth Gathering	0.00	0.00	153.00	200.00	200.00
5.130.015	Camps	0.00	0.00	747.00	1,000.00	1,000.00
5.130.016	VBS	207.25	978.69*	675.00	900.00	(78.69)
5.130.030	1st Communion Supplies	0.00	0.00	225.00	300.00	300.00
5.130.031	Teacher Appreciation	0.00	0.00	54.00	75.00	75.00
	Total Parish Education Expense	\$701.71	\$2,764.09	\$4,947.00	\$6,600.00	\$3,835.91
5.140.000	Property - Capital Outlay	0.00	0.00			
5.140.001	Property - Custodial Supplies	642.04	3,088.54*	2,772.00	3,700.00	611.46
5.140.002	Property - Electricity	1,552.98	10,898.82*	10,503.00	14,000.00	3,101.18
5.140.003	Property - Insurance	0.00	7,410.25*	6,003.00	8,000.00	589.75
5.140.005	Property - M/R Grounds Church	237.83	2,763.70*	1,125.00	1,500.00	(1,263.70)
5.140.006	Property - Natural Gas	41.85	4,027.34	5,247.00	7,000.00	2,972.66
5.140.007	Property - Outside Ground Care	423.42	2,462.06*	2,200.00	2,500.00	37.94
5.140.008	HVAC	1,873.43	2,654.15*	500.00	500.00	(2,154.15)
5.140.009	Property - Telephone	504.36	2,800.13*	2,097.00	2,800.00	(0.13)
5.140.010	M/R Church Sanctuary & Property	0.00	296.56	1,503.00	2,000.00	1,703.44
5.140.011	Property - Water	199.23	1,394.74	1,503.00	2,000.00	605.26
5.140.012	Waste Disposal (Dittmer)	110.00	820.00	1,053.00	1,400.00	580.00
5.140.013	Fire Extinguishers (DBQ Fire)	0.00	0.00	300.00	300.00	300.00
5.140.014	Ansul Kitchen Hood Cleaning & Insp.	0.00	295.59	300.00	300.00	4.41
5.140.015	FOG inspection (City) every 6 months	0.00	329.30*	132.00	132.00	(197.30)
5.140.016	Sprinkler Backflow test 4' lines	0.00	274.99*	260.00	260.00	(14.99)
5.140.017	Sprinkler Backflow test 2' & 3/4" lines	0.00	192.60*	182.00	182.00	(10.60)
5.140.018	Elevator Safety Test	0.00	626.25*	375.00	375.00	(251.25)
5.140.019	Snow Removal	0.00	1,125.00	2,000.00	2,000.00	875.00
5.140.020	2019 Office Water Damage	0.00	0.00			
5.140.021	Telephone & Internet Set-Up	0.00	19,268.47			
5.140.026	Load Test (Elevator)	0.00	0.00			
5.140.027	Rental Taxes - 1710 Univ.	0.00	0.00			
5.140.028	Fire Alarm System	0.00	468.66*	441.00	583.00	114.34
5.140.029	Maintenance Garage	0.00	0.00			
5.140.030	Delhi St. sidewalk repair	0.00	0.00			
5.140.031	Ora Gremmel's Funded Expenses	0.00	214.00			
5.140.032	LFC - Lighting	0.00	16,965.50*	11,250.00	15,000.00	(1,965.50)
5.140.033	Univ. Ave. Parcell #1026212004 - Taxes	18.00	18.00			
5.140.035	Sanctuary - loop system repair	0.00	232.19	1,503.00	2,000.00	1,767.81
5.140.037	Alley Way Improvements	0.00	2,107.13*	2,107.00	2,107.00	(0.13)
5.140.039	Sound System Oper Exp	0.00	13,800.00			

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Account #	Account Name	Period Activity	YTD Balance	Budget YTD	Annual Budget	Annual Budget Remaining
	Total Building & Grounds Expense	\$5,603.14	\$94,533.97*	\$53,356.00	\$68,639.00	\$7,405.50
5.210.000	Worship - Altar Supply	0.00	521.52	1,125.00	1,500.00	978.48
5.210.001	Worship - Bell Choir Supplies	0.00	0.00	72.00	100.00	100.00
5.210.002	Worship - Choir Robe Cleaning	0.00	0.00			
5.210.003	Worship - Copyright License	0.00	727.00	747.00	1,000.00	273.00
5.210.004	Worship- Music Events	0.00	0.00			
5.210.005	Worship - Music Material	0.00	0.00	297.00	400.00	400.00
5.210.007	Worship - Organ/Piano Maint	0.00	120.00	567.00	750.00	630.00
5.210.009	Guest Musician	0.00	400.00*	189.00	250.00	(150.00)
5.210.011	Worship Continuing Education Exp.	0.00	0.00	135.00	175.00	175.00
5.210.012	Sound System maintenance	0.00	1,004.80*	153.00	200.00	(804.80)
5.210.013	Instrument Maintenance (cord, drums, strings, etc)	0.00	0.00	153.00	200.00	200.00
	Total Worship Expense	\$0.00	\$2,773.32	\$3,438.00	\$4,575.00	\$1,801.68
5.215.000	Family Ministry- Hspty/Fllwshp	0.00	614.00	1,125.00	1,500.00	886.00
	Total Family Ministry Expense	\$0.00	\$614.00	\$1,125.00	\$1,500.00	\$886.00
5.147.000	Pulpit Supply	0.00	0.00			
5.148.000	Pastor - Salary	2,442.74	21,654.76	37,584.00	50,108.00	28,453.24
5.148.001	Pastor - Pension	667.49	5,989.20	6,012.00	8,010.00	2,020.80
5.148.002	Pastor - Health	1,979.00	17,678.23	17,811.00	23,748.00	6,069.77
5.148.003	Pastor - Con't Ed	0.00	899.98*	675.00	900.00	0.02
5.148.004	Pastor - Professiona Publication Exp	0.00	691.71*	522.00	700.00	8.29
5.148.005	Pastor-Housing	3,333.34	30,000.06*	14,157.00	18,880.00	(11,120.06)
5.148.006	Pastor Soc. Sec. Allowance	310.70	2,902.26*	2,880.00	3,834.00	931.74
5.148.007	Pastor - Retiree/Survivor	0.00	251.59	387.00	510.00	258.41
5.148.008	Pastor-Disab/Admin	91.02	812.14	819.00	1,092.00	279.86
5.148.009	Pastor-Car Allowance/Mileage	0.00	604.33	1,503.00	2,000.00	1,395.67
5.148.010	Pastor-Cell Phone	62.50	562.50	567.00	750.00	187.50
5.148.011	Pastor-Computer Allowance	0.00	0.00			
5.148.012	Pastor - Moving Expenses	0.00	0.00			
5.148.013	Pastor-Mileage	0.00	0.00			
5.148.014	Pastor - Group Life Insurance	42.48	379.03	387.00	510.00	130.97
	Total Pastoral Salary Expense	\$8,929.27	\$82,425.79	\$83,304.00	\$111,042.00	\$28,616.21
5.149.000	Associate Salary	2,716.74	24,322.74	29,745.00	39,663.00	15,340.26
5.149.001	Call Process	0.00	0.00	0.00	0.00	0.00
5.149.002	Associate Pastor - Pension	462.57	4,153.12	4,167.00	5,551.00	1,397.88
5.149.003	Associate Pastor - Housing	1,666.66	14,999.94*	9,612.00	12,810.00	(2,189.94)
5.149.004	Associate Pastor - Soc. Sec. Allowance	253.54	2,274.38	2,277.00	3,035.00	760.62
5.149.005	Associate Pastor - Retiree Support	0.00	193.41	288.00	389.00	195.59
5.149.006	Associate Pastor - Disability	69.39	622.64*	621.00	833.00	210.36
5.149.007	Associate Pastor - Group Life	32.38	290.55*	288.00	389.00	98.45
5.149.008	Associate Pastor - Professional Exp	0.00	0.00			
5.149.009	Associate Pastor - Con't Ed	0.00	329.84	675.00	900.00	570.16
5.149.010	AP - HLTH Insurance Reimbursement	260.00	2,340.00	2,340.00	3,120.00	780.00
	Total Associate Pastor Expense	\$5,461.28	\$49,526.62	\$50,013.00	\$66,690.00	\$17,163.38
5.220.000	Transfers to Noah's Ark	0.00	0.00			

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Account #	Account Name	Period Activity	YTD Balance	Budget YTD	Annual Budget	Annual Budget Remaining
	Total Transfers to Noah's Ark	\$0.00	\$0.00			
5.150.030	Family Minister - Salary	3,015.84	27,142.56	27,144.00	36,190.00	9,047.44
5.150.031	Family Minister - Pension	241.27	2,171.43*	2,169.00	2,895.00	723.57
5.150.032	Family Minister- Dis/Admin	45.24	407.16*	405.00	543.00	135.84
5.150.033	Family Minister - Health	839.00	7,551.00	7,551.00	10,068.00	2,517.00
5.150.034	Family Minister - Continuing Education	0.00	0.00	153.00	200.00	200.00
5.150.035	Family Minister-Cell Phone	65.00	585.00	585.00	780.00	195.00
5.150.037	Family Minister - Retiree/Survivor	0.00	126.66	189.00	253.00	126.34
5.150.038	Family Minister - Group Life Insur	21.11	189.99*	189.00	253.00	63.01
	Total Family Minister Salary Exp	\$4,227.46	\$38,173.80	\$38,385.00	\$51,182.00	\$13,008.20
5.151.000	Intern Salary Stipend - Spring 2019	0.00	0.00			
5.151.001	Intern - FICA Allowance - Spring 2018	0.00	0.00			
5.151.002	Intern - Health Insurance	0.00	0.00			
5.151.003	Intern - Admin Fee/Travel Pool	0.00	0.00			
5.151.004	Intern - Technology Fee	0.00	0.00			
5.151.005	Intern - Housing Allowance - not using	0.00	0.00			
5.151.006	Intern Salary Stipend - Fall 2018	0.00	0.00			
5.151.007	Intern Admin. Fee - Fall 2018	0.00	0.00			
5.151.008	Intern - Travel Pool	0.00	0.00			
5.151.009	Intern - Synod Assemble/Conf/Clusters	0.00	0.00			
5.151.010	Intern - Misc	0.00	0.00			
	Total Intern Salary Expense	\$0.00	\$0.00			
5.155.000	Stephen Ministries Staff	0.00	0.00			
5.155.001	Stephen Ministries Leadership Training	0.00	0.00	1,503.00	2,000.00	2,000.00
5.155.002	Stephan Ministry Educational Materials	0.00	0.00	297.00	400.00	400.00
5.155.003	Stephen Ministry Training Mat'l and Retreat	0.00	0.00			
5.155.004	Grief Share	0.00	0.00	150.00	200.00	200.00
	Total Stephen Min. Salary Exp	\$0.00	\$0.00	\$1,950.00	\$2,600.00	\$2,600.00
5.160.041	Handbell Choir Director	0.00	963.16	1,179.00	1,576.00	612.84
5.160.045	Contemporary Music Leader	1,244.60	11,201.40	11,205.00	14,935.00	3,733.60
5.160.046	Music Minister Salary	1,794.78	16,153.02	16,155.00	21,537.00	5,383.98
5.160.047	Service Accompanist	0.00	1,134.00*	1,053.00	1,400.00	266.00
5.160.048	Music Continuing Ed	0.00	101.87			
5.160.049	Music Publications	0.00	0.00			
	Total Music Salary Expense	\$3,039.38	\$29,553.45	\$29,592.00	\$39,448.00	\$9,996.42
5.100.035	Employees Deductions	(771.44)	(848.07)			
5.170.000	Office Mngr - Wage	3,159.00	24,077.66	27,378.00	36,500.00	12,422.34
5.170.001	Office Mngr - Pension - ELCA	243.33	1,956.98	2,187.00	2,920.00	963.02
5.170.002	Office Mngr - Dis/Admin	45.63	366.98	414.00	548.00	181.02
5.170.004	Office Mngr - Health	0.00	1,029.00*	0.00	0.00	(1,029.00)
5.170.005	Office Manager - Retiree/Survivor	0.00	107.35	189.00	256.00	148.65

Holy Trinity Lutheran Church - Dubuque - Dubuque IA
Treasurer's Report as of September 2020 for Operating Fund Balance

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Account #	Account Name	Period Activity	YTD Balance	Budget YTD	Annual Budget	Annual Budget Remaining
5.170.006	Office Manager - Group Life Insur	21.29	171.22	189.00	256.00	84.78
5.170.010	Office Assistant - Wages	1,198.12	6,705.12	8,973.00	12,150.00	5,444.88
5.170.011	Secretary - Pension - ELCA	0.00	0.00			
5.170.012	Secretary - Dis/Admin	0.00	0.00			
5.170.013	Secretary - Health	0.00	0.00			
5.170.015	Secretary - Retiree/Survivor	0.00	0.00			
5.170.016	Secretary - Group Life Insur	0.00	0.00			
5.170.017	Secretary Health Insurance Stipend	0.00	0.00			
5.170.020	Financial Asst - Wages	1,223.03	11,935.30*	8,298.00	11,060.00	(875.30)
5.170.050	Office Staff Continuing Ed	0.00	0.00	300.00	400.00	400.00
	Total Office Salary Expense	\$5,118.96	\$45,501.54	\$47,928.00	\$64,090.00	\$17,740.39
5.175.000	Custodian - Salary	0.00	2,385.00	3,897.00	5,200.00	2,815.00
5.175.010	Maintenance - Salary	2,465.60	21,107.70*	20,907.00	27,873.00	6,765.30
5.175.011	Maintenance - Pension - ELCA	185.81	1,672.29	1,674.00	2,230.00	557.71
5.175.012	Maintenance - Health	878.00	7,902.00	7,902.00	10,536.00	2,634.00
5.175.014	Wedding Clean - Up	0.00	0.00			
5.175.015	Maintenance - Dis/Admn	34.84	313.56	315.00	418.00	104.44
5.175.016	Maintenance - Retiree/Survivor	0.00	97.56	144.00	195.00	97.44
5.175.017	Maintenance - Group Life Insur	16.26	146.34*	144.00	195.00	48.66
	Total Custodial Salary Expense	\$3,580.51	\$33,624.45	\$34,983.00	\$46,647.00	\$13,022.55
5.190.000	Non Pastoral Staff - FICA	1,597.01	8,759.10	9,378.00	12,502.00	3,742.90
5.190.001	Workers Compensation	0.00	2,060.00	3,528.00	4,700.00	2,640.00
	Total Other Staff Expense	\$1,597.01	\$10,819.10	\$12,906.00	\$17,202.00	\$6,382.90
5.230.000	Ora Gremmel's 2018 Loan Repayment	0.00	0.00	0.00	0.00	0.00
	Total Ora Gremmel's 2018 Loan	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Total Operating Expense	\$44,058.58	\$442,996.80	\$415,657.00	\$551,835.00	\$142,921.56
	Total Expense	\$44,058.58	\$442,996.80	\$415,657.00	\$551,835.00	\$142,921.56
Difference		<u>(\$14,317.82)</u>	<u>\$9,251.55</u>	<u>(\$16,111.00)</u>	<u>(\$19,124.00)</u>	

* = Income/Expense exceeds amount budgeted to date

Holy Trinity Lutheran Church - Dubuque - Dubuque IA
Treasurer's Report as of September 2020 for Noah's Ark Operating

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Account #	Account Name	Period Activity	YTD Balance	Budget YTD	Annual Budget	Annual Budget Remaining
Income						
4.300.000	Noah's Ark - Registration	0.00	387.38*	378.00	500.00	112.62
4.300.003	Noah's Ark- Dnts/Gvng Tree	2,686.37	13,286.37*	1,125.00	1,500.00	(11,786.37)
4.300.004	Noah's Ark - Miscellaneous	0.00	125.00*	0.00	0.00	(125.00)
4.300.007	Noah's Ark - Trnsfr from Rsrv	0.00	0.00	0.00	0.00	0.00
4.300.011	Noah's Ark - Interest	0.70	5.79*	0.00	0.00	(5.79)
4.300.012	Noah's Ark - Scholarship	0.00	0.00	0.00	0.00	0.00
4.300.030	Noah's Ark - Tuition & Child Care	31,890.82	162,620.56	188,640.00	251,520.00	88,899.44
4.300.032	Summer Day Care	0.00	0.00	0.00	0.00	0.00
4.300.034	Transfer from PPP Designated Accat	0.00	19,270.01			
	Total Noah's Ark Receipts	\$34,577.89	\$195,695.11*	\$190,143.00	\$253,520.00	\$77,094.90
	Total Income	\$34,577.89	\$195,695.11	\$190,143.00	\$253,520.00	\$77,094.90
Expense						
5.300.000	Teacher & Director- Salaries	6,737.16	59,961.24	60,450.00	80,600.00	20,638.76
5.300.001	Teacher Salaries	18,450.25	79,410.00	105,210.00	140,278.00	60,868.00
5.300.002	Noah's Ark -Telephone	60.00	649.65*	495.00	665.00	15.35
5.300.003	Noah Ark - Dues / Con't Ed	128.82	667.22*	540.00	725.00	57.78
5.300.004	Noah's Ark - Repairs	125.15	2,120.10*	747.00	1,000.00	(1,120.10)
5.300.005	Noah's Ark - Advertising	250.00	250.00	378.00	500.00	250.00
5.300.006	Noah's Ark - Supplies	518.31	3,675.56*	1,872.00	2,500.00	(1,175.56)
5.300.007	Noah's Ark - Trnsfr to Resrv	0.00	0.00	0.00	0.00	0.00
5.300.008	Noah's Ark - Insurance	0.00	875.50	1,872.00	2,500.00	1,624.50
5.300.009	Noah's Ark - FICA	1,711.56	10,187.00	12,672.00	16,897.00	6,710.00
5.300.010	Transaction Processing Fees	86.40	1,472.94			
5.300.011	Noah's Ark - Special Programs	195.00	463.10*	225.00	300.00	(163.10)
5.300.012	Noah's Ark - Scholarships	0.00	0.00			
5.300.013	NA - Criminal Record/Finger Printing	200.00	200.00			
5.300.014	Snacks/milk Child Care	631.71	2,099.15*	1,350.00	1,800.00	(299.15)
5.300.018	N.A.-Teacher & Director Pension ELCA	808.46	7,276.14*	7,254.00	9,672.00	2,395.86
5.300.019	N.A. - Teacher Health	787.00	7,083.00*	6,750.00	9,000.00	1,917.00
5.300.020	N.A. Teacher & Director Dis/Adm	101.06	909.54*	900.00	1,200.00	290.46
5.300.022	N.A. Substitutue Teacher	0.00	0.00			
5.300.023	N. A. Teacher Director-Retiree/Survivor	0.00	282.96*	225.00	300.00	17.04
5.300.024	N. A. Teacher & Director - Group Life Insur	47.16	424.44*	90.00	125.00	(299.44)
5.300.033	Computer/Software	144.19	901.58*	360.00	480.00	(421.58)
	Total Noah's Ark Expense	\$30,982.23	\$178,909.12	\$201,390.00	\$268,542.00	\$91,305.82
	Total Expense	\$30,982.23	\$178,909.12	\$201,390.00	\$268,542.00	\$91,305.82
Difference		<u>\$3,595.66</u>	<u>\$16,785.99</u>	<u>(\$11,247.00)</u>	<u>(\$15,022.00)</u>	

* = Income/Expense exceeds amount budgeted to date

Building and Grounds activities for September 2020
October 7, 2020

Building and Grounds Committee did not meet the first week of September. In lieu of meeting minutes, this is the status of current projects.

Phone and Internet upgrade

This project is complete, and we are now running at the new upload and download speed. We appear to have no problems with our hosting a Zoom session for Sunday worship. We should have no problems when we move to live streaming when we once again can use the sanctuary for Sunday worship.

LFC roof leaks

Chris O'Rourke and Scott Austin (the Architectural engineer from UWP) opened the trim around the LFC clerestory windows on October 7th. It was discovered as we suspected that the windows did not have flashing on the lower side. The windows had no flashing anywhere around the perimeter, nor did they have any insulation around the perimeter. In addition, the soffit did not have flashing interrupted at the window seat level to divert any wind-driven water to the front of the brick. Chris O'Rourke has estimated \$1,800 per window to remove the trim, cut in needed flashing, then insulate around the windows and replace the trim. **Since we have \$4,658 in the 'LFC Acoustics' dedicated fund after the LED lighting rebate, it was moved and approved that we use this money to pay for the flashing improvements needed.** Chris will be able to complete the work on both windows in the next two days, by adjusting some of his other work commitments.

Flat roof repair

We received notification on 7 October that an additional check for \$5,275.93 had been sent to Premier Claims. We should net around \$3,800 from this check to add to our flat roof repair account. We are still waiting on comments from Aesthetics Elements regarding if we can begin repairs or if we need to wait.

Sanctuary changes for A/V improvements

The new A/V system is in place and the sound system portions are being used to record our services for Sunday Zoom sessions. We need someone to step up now and learn how to operate the system for the future when services can again take place in the sanctuary.

Noise in T-loop system.

We are waiting on availability of the Westphal maintenance electrician to that further tests on how to remove the electronic hum in the system between the control box in the sacristy and the under-balcony LED lights.

Water leaks in one of the circulation pumps above the LFC kitchen, and the two gate valves used to isolate the pump have been corrected. Darrell helped Al remove and replace the pump, and Al had the pump repaired at the shop of his former partner in business. Total cost of repairs was \$160 for the pump repair/seal kit.

Noah's Ark 2-year room

Initial bids are in for this project, and competitive bids are being sought to make sure we have done our due diligence. Fund raising efforts to this point have raised about \$5,000 toward the project.

Al Pline retirement

Al has notified me that October 31st will be his last day with us. One option under discussion would be to retain Al for maintenance duties at about 15 hours per week and hire a janitor to handle only those duties.

Campus landscaping

We have had a request to develop a campus landscape maintenance group. This group would maintain the planting beds, trees and bushes around our buildings. While this is an inner focused mission, what our campus looks like does speak to who we are as a neighbor to near-by homes, and what our campus looks like to visitors. Is there support from the Green Team or Stewardship to develop this groups?

Noah's Ark Board
Meeting Minutes
10.6.20

Intro new member – Jessie Rheault

Director's Report

- Jenifer's maternity leave request, attached to report
- APPROVED

Financial Report

- Kate will send treasurer's report and 2021 budget with rates for 2021/2022 school year via email for approval all together

Old Business

- 2 year old room progress
 - Seeking additional bids
 - Fundraising goal is \$20,000

New Business

- Staff retirement acknowledgement/appreciation
 - Subcommittee formed by Ryan and Mandy to discuss, to be placed on next Board meeting agenda

Personnel

- Approved by Board via email, Linda Hartung, started 9/14/20
- Trish Kivlahan voluntarily resigned 9/30/20
- Motion for Board to approve Wanda Litwiller as new floater hire
 - APPROVED

Email Correspondence

- Staff COVID Quarantine and Pay Policy approved by Board via email, attached to minutes

Miscellaneous

- Mandy mentioned railing at entrance to Noah's Ark as a possible safety concern for small children
 - Katie to bring up with Noah's Ark maintenance
- Ryan and Mandy expressed concern over Noah's Ark phone coverage during Jenifer's maternity leave
 - Katie to bring up with Jenifer – Jenifer will email plan to board



Noah's Ark Director's Report

October 2020

Summer 2021 and School Year 2021-2022 Programming & Rates

- See attached proposal
- I would like to begin preparing registration materials so we can do our early enrollment in November again and open preschool enrollment in early December. We have found it helps to be ahead of the District preschools for our initial lists.

Maternity Leave

- See attached

Enrollment

- We still have a full time 3 year old opening and a 4 year old preschool only opening.
- The other programs are at capacity with new infants enrolled as other children age into the next rooms.

2 Year Old Classroom

- HTLC church council approved the project at their September council meeting
- Task Force continues to explore bids and options for construction
- Fundraising is well under way with a current total of \$3,442. Funds so far have mostly come from current Noah's Ark families through the coin drive and Dance-a-Thon song sponsorships
- We plan to post Dance-a-Thon videos throughout the month
- Information will soon be shared through HTLC newsletters and such to church members



Maternity Leave Proposal:

6 weeks off - full pay

4 weeks part time from home - half pay

*These first 10 weeks would equate to my 8 weeks of paid maternity leave

6-10 additional weeks of part time employment at half pay to be decided based on needs of center at the time

Throughout maternity leave Jenifer would continue the following tasks:

- Monitor Director email

- Enrollment/Tours

- Billing

- Payroll

- Parent communication as needed

During this time Jenny Goodno & Vanessa Schwoob would be offered administrative stipends to address the following tasks:

- Staff "point person" for issues/concerns

- Employee Time Off - personal & sick

- Monitor school phone

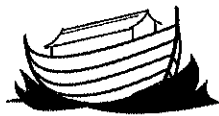
- Day to day issues and center decisions

- Day to day parent communication

- Maintain monthly licensing requirements

- *Jenny Goodno overseeing Lion & Giraffe Programs & Staff

- *Vanessa Schwoob overseeing Monkey, Bear & Hippo Programs & Staff



**Noah's Ark
Child Development Center**

1755 Delhi Street, Dubuque, Iowa 52001
(563) 557-8629

COVID-19 Staff Exposure and Positivity Policy

Quarantine and Testing Procedures

Staff members that have been in close contact with someone who has tested positive for COVID-19 must quarantine at home for 14 days after their last exposure to the confirmed case, per guidelines issued by the Iowa Department of Human Services.

Within 24 hours of learning that he or she has been in close contact with someone who has tested positive for COVID-19, that staff member must be tested for COVID-19 and notify the Director. Upon receipt of test results, the staff member must submit them to the Director.

If a staff member develops symptoms, as defined by the CDC, during quarantine, he or she must get retested for COVID-19. Even if the staff member receives a negative test result, the staff member must continue to quarantine for 14 days from their last exposure to a confirmed COVID-19 case.

If during the 14-day quarantine a staff member is in close contact with someone else who has tested positive for COVID-19, the staff member must be retested for COVID-19 and receive a negative result prior to returning to work.

Pay and Continued Work During Quarantine

Staff members will receive pay for their regularly scheduled hours for the first 14 days of their first quarantine period after a COVID-19 exposure outside of Noah's Ark. If a staff member is required to quarantine due to any additional COVID-19 exposures, he or she will not receive wages from Noah's Ark and may apply for unemployment.

If a classroom is closed due a positive COVID-19 case, staff members who work within that classroom will receive pay for their regularly scheduled hours during the closure.

According to guidance from DHS, the CDC, and local VNA, child care settings may choose to allow exposed staff to continue working in accordance with the recommended safety measures described in the CDC guidance. This guidance includes screening prior to work, regular monitoring, requiring a mask for 14 days after last exposure, maintaining a social distancing of six feet and disinfecting routinely. Staff members allowed to work during this period will not be in close contact with children.

If a staff member is out due to a positive COVID-19 exposure and is eligible for continued pay, the member may be required to perform job duties outside of their regular child care responsibilities at the discretion of the Director. Staff members that are under mandatory quarantine may receive an email from the Director with an outline of required tasks. These tasks may include but are not limited to:



**Noah's Ark
Child Development Center**

1755 Delhi Street, Dubuque, Iowa 52001
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- Center cleaning and organizing when classrooms are not occupied
- Recording 4K distance learning videos
- Office tasks from home
- Curriculum planning
- DHS Trainings

The Noah's Ark Board maintains the authority to change this policy at any time.

Lorice L. Amlin
Office Manager Report
September 2020

We continue to be without volunteers to process the weekly deposits. Pastor Josh has reached out to the congregation looking for volunteers. Currently, Cathy, Lisa and I are processing the deposits with checks & balances in place. We continue to fine tune the process creating ease, efficiencies, and accuracy.

We have been using a platform called "Slack" for the past two months. This is a new, faster way to communicate to each other that keeps us all on the same page. The office has welcomed this way of connecting with one another.

We are evaluating new programs for our accounting/bookkeeping needs. The current system we are using is cumbersome and not easy to use. Sue Tigges was kind enough to show us how she utilizes Quicken in her place of employment.

Working with the Stewardship committee to get the word out about the new Stewardship Campaign "You Are Not Alone".

Working with the pastors with the parking lot worship.

We have not been receiving funds from members who have purchased flowers for the altar. Out of sight, out of mind. I created a thank you and a gentle reminder to send funds for the flowers into the office or pay online.

Held a going away lunch for Al. Invited Noah's Ark to participate. Al will be missed!

Have enlisted Shari Martelle to prepare the upcoming month's birthday cards. I take them to her home and when she is finished pick them up and mail them. This keeps Shari connected to the church, us and it is a huge help to me.

Family Ministers Report

October 20, 2020

1. Bible Explorers Class, for 5th and 6th grade students, is held through zoom on Wednesdays from 5:00 to 6:00 pm. Pr. Josh, Pr. Derek, Andy and Kim Lee, and I lead the classes. Connect Curriculum from Sparkhouse is being used again this year. The stories of the Old Testament will be the focus. There are 15 students signed up for the class.
2. Confirmation Class, for 7th and 8th grade students, is held through zoom on Wednesdays from 6:15 to 7:30 pm. Pr. Josh, Pr. Derek, Chris Bode, Michele Faubel, and I will be leading the classes. Here We Stand, Collaborate, and Re:Form curriculums from Augsburg Fortress / Sparkhouse are used for the lessons. This catechism is the focus of this year's lessons. There are 18 students signed up for the class.
3. Affirmation of Baptism for last year's eighth grade confirmation class is planned for October 25, Reformation Sunday. The students affirming their Baptism are Isabel Brauhn, Nathan Droessler, Rosalynd Hoefflin, Cameron Lovett, Sarah Martyn, Soren Obermueller, Sydney Wersinger, and Violet Widner.
4. Sunday School began on September 20 online. Pre-recorded sessions that include music, an introduction, Bible story, activity, closing, as well as take-home activity bags, are provided for families. Spark Sunday School Curriculum is still used with some new elements added. The first two units were "Hannah and Samuel" and "Psalm 23." There will be a session on Reformation Sunday for October 25. The units for November are "Daniel" and "Jonah." Lisa Anderson, Kari Chesterman, Terry Hoefflin, and Dan Wild are helping with the recordings.
5. High School Fellowship is underway. The group meets regularly on the first and third Sundays of each month starting at 6:30 pm. The program includes some zoom events and some outside in person fellowship and service events. On October 18, an outside campfire was held at the home of Phil and Maureen Larsen. The students will help with the Halloween Party of October 24 and the Community Thanksgiving Meal on November 21. There will be a Netflix watch party on November 1.
6. The Family Ministry Team is planning a Halloween event on October 24 from 4:30 to 6:30 pm. There will be Trunk or Treating, a craft project, and a monster hunt. The event will be outside in the parking lot, preschool playground, and around the church grounds. Masks will be required, and social distancing will be enforced.
7. The first meeting of a Support Group to help parents cope with the added stress of helping their children with virtual school was held on Thursday, October 15. Sydney Bonn and Amy Naumann are joining the group as teacher representatives.
8. I am working on a Children's Sabbath worship service for November.

9. The Outreach and Family Ministry Teams are working together on a Community Thanksgiving Dinner which will be held on Saturday, November 21, from 3:00 to 5:00 pm. Volunteer cooks will work in small, masked groups at the church, and the take-home meals will be delivered to guests' cars. Meals will also be delivered to sheltering agencies in Dubuque.
10. I spend a lot of time making deliveries to our families – Sunday School bags, gift Bibles, Blessing of the Backpacks keychains, catechism booklets and birthday bags. It has been good to connect with families with short safe visits.
11. I took vacation July 5-10 and July 22-29 and will take vacation in November.

Respectfully submitted by Sara McCaw, Family Minister