

Holy Trinity Lutheran Church Council
Council Meeting Minutes
August 18, 2020

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

President Sue Tigges called the meeting to order at 6:30 PM. Wendy Einsweiler gave the devotions from the Luther Seminary Devotion.

President Sue reviewed the agenda. Gretchen Kueter moved to approve the agenda as presented. Tami Ernster seconded the motion. The motion carried.

Gretchen Kueter moved to approve the minutes that were presented. There was no executive council meeting in August, so that got removed from the motion, Darrell Kalmes seconded the motion. The motion carried.

Pastor's Report: Pastor Josh wanted to ask council if ok to approve Cathy Nolan from 15 to 20 hours due to 15 hours is not enough to get all the work completed. He is planning on working from home on the "B" school days (Tues, Thurs and every other Friday), he will stay in contact with the staff during his work from home days. He thanks the congregation for his vacation days. He also referenced his Pastor's Report. A Big thank you to Darrell Kalmes on the incredible job he did in building the sound booth in the rear of the church.

Action Item: Darrell Kalmes moved to approve Cathy Nolan's hours from 15 to 20 hours per week. Marlee Tart seconded the motion. The motion carried.

Associate Pastor's Report: Pastor Derek was on vacation.

Treasurer Report: Numbers continue to look good. Last year at this time we were at 94% YTD of our tithing pledge and this year with all that has been going on, we are at 92%. This percentage comparison is based just on pledged giving and not on the overall budget. Thank you to our congregation on keeping giving going.

Financial Secretary: Cash flow has been good for August. Marlee is an advocate for a new accounting software and getting everything streamlined.

Action Item: Darrell Kalmes moved when the church gets the rebate for the lighting in the LFC to put that rebate amount into the LFC Improvement Fund. Gretchen Kueter seconded that motion. The motion carried.

Old Business:

Roof Conversation: Darrell Kalmes reported that we got an additional \$7162 from having the public adjustor. The fee is 15% so our total is \$6088.25. This amount has been added to the roofing fund. So the total money in that fund is \$55,079.00, however the cheapest bid so far has been \$89,000 to replace the whole roof. Darrell is checking with the public adjustor to see if this is all completed.

Review of COVID data along with church reopening discussion. Dubuque is still currently in the red zone with an 8.2% positivity rate. The other ELCA churches in town do not planning on opening in the near future.

Action Item: Gretchen moved that the church remain closed at this time and to defer additional discussions until next council meeting in September. Darrell Kalmes seconded. The motion carried.

Logo Update: No update, school has been closed- table this for another month

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

The committees need to think and discuss this and get to Marlee by next month. Adam Eikamp will be getting a finance committee email to discuss possible dates here in the near future.

New Business:

Emergency Response Task Force Update: This committee will be getting back together again.

Fellowship committee update: Also on hold as discussions will be being held soon.

Finance Committee meeting date: See above.

Committee Reports:

Personnel: Need to get together to discuss job descriptions and also talk about Al's resignation

Building and Grounds: Wanted to make sure the executive committee was taking over the insurance for the church.

Stewardship: Referenced Report

Outreach: Referenced Report and please contribute to the little food pantry at church.

Family Ministry: Have not been able to meet this month.

Noah's Ark: Preschool starts Monday, August 24th with restrictions there will be 10 kids or less in each pod. Air filters are being used. There will be no school age program at this time. Discussion is being held to transform a Sunday school room into a 2-year-old preschool room. That room will still be able to be used for Sunday School.

Communication to Committees: 2020 Remaining budget, 2021 budget, Contributing to the little food pantry, Al resignation on November 1, 2020.

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

Meeting adjourned at 7:43 PM

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Submitted by

Michele Faubel
Holy Trinity Lutheran Church Council Secretary

HOLY TRINITY LUTHERAN CHURCH
COUNCIL PACKET
August 18, 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

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	htlcldbqpastor@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
August 18, 2020

6:30 Opening Devotions Wendy Einsweiler

6:35 Review and approve the meeting's agenda Sue Tigges

6:38 July 21 Council Meeting Minutes, August 16th Exec Council Minutes

6:40 Pastor's Report Pastor Josh

6:48 Associate Pastor's Report Pastor Derek

6:56 Treasurer's Report Jonathan Brown

7:05 Financial Secretary Marlee Tart

7:25 BUSINESS:

Old business:

Roof Update

Review of COVID data along with church reopening discussion

Logo Update

Committee reports of use of their remaining 2020 budget

Committee reports of 2021 budget numbers

Amendment to our current Constitution per 2019 Churchwide Assembly – table to next month

New Business:

Emergency Response Task Force Update

Pastor Josh

Fellowship committee update

Pastor Josh

Finance Committee meeting date

Adam Eikamp

7:45 COMMITTEE REPORTS & ACTION ITEMS

Personnel

Adam Eikamp

Building and Grounds

Darrell Kalmes

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
July 21, 2020

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

President Sue Tigges called the meeting to order at 6:30 PM. Lilly Hoefflin read a devotion called "We Live Baptized" from Camp Ewalu.

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

Darrell Kalmes moved to approve the minutes that were presented and Terry Hoefflin seconded the motion. The motion carried.

Pastor's Report: Pastor Josh wanted to ask council if ok to approve 3 air purifiers for the office at around \$150.00 each. This will help with cleaning the air in the office. They will look into getting ones with the HEPA filter. He also referenced his Pastor's Report.

Action Item: Darrell Kalmes moved to approve the purchase of 3 air purifiers for the office. Gretchen Kueter seconded the motion. The motion carried.

Associate Pastor's Report: Pastor Derek reported that he has been a part of a community organizing group for training and collegial partnership. Leaders from the ELCA Organizing for Mission Network (OFM Network) are leading this effort. They currently meet every other week. There is a food distribution on Saturday, July 25th.

Treasurer Report: Numbers continue to look good. Last year at this time we were at 97% YTD of our tithing pledge and this year with all that has been going on, we are at 94%. This percentage comparison is based just on pledged giving and not on the overall budget.

Old Business:

Roof Conversation: Darrell Kalmes reported that we are still in a holding pattern. The insurance company is going to send out another inspector to inspect the roof.

Review of COVID data along with church reopening discussion. The Council went over the new cases report that Sue Tigges has been keeping track of. Area ELCA churches are staying closed through August, some that had been opened are now closing again.

Action Item: Darrell Kalmes moved that the church remain closed at this time and to defer additional discussions until next council meeting in August. Gretchen Kueter seconded. The motion carried.

Audio Video special appeal update: All the funds have been received to pay for this. A huge thank you to the congregation on supporting this project. The equipment is set to come in September and it takes a couple of weeks for programming. It will probably be October before everything is in place and working. High Speed internet will be working in the office on Monday, July 27th. Thank you to Darrell Kalmes on all of the work done for the modifications done to the back of the sanctuary.

Logo Update: No updates on the logo. Will include on next month's agenda.

PPP Forgiveness: The PPP originally was an 8-week program, it started April 13 and was supposed to end June 8th. However, now the SBA has spread it over 24 weeks, so now our coverage period ends September 28th. At this time, there is no urgency to apply for forgiveness as a process for banks to submit the forgiveness application has not been established by the SBA.

New Business:

Committees need to review their remaining budgets and also to start preparing their 2021 budget numbers –
An email will be going to the finance committee. They will review the current financial situation/ current budget and will start the process of looking at a 2021 budget.

Original Constitution, Continuing Resolutions and By Laws now held by Lorice: Since Sue was on the original Constitution Committee, she had been holding onto the original Constitution, Continuing Resolutions and By Laws. She has transferred these documents over to the church office.

Amendment to our current constitution per 2019 church wide assembly: This will be tabled as Sue Tigges wants the executive team to look at first. The Amendment will then be brought back to council for review and approval, and then presented to the congregation at the Annual Meeting.

Committee Reports:

Building and Grounds: New lights are on and working in the LFC. They produce 40-50% more light and they only use 19% of the power. There is a rebate being applied to from Alliant Energy.

Stewardship: They are thankful for our members and their generosity.

Outreach: Food giveaway on Saturday, July 25th. They are planning on another one in September. The little food pantry is always in need of some food. The Gardens of Grace have produced some food that is going into the little food pantry.

Family Ministry: Have been planning a couple of things – a community scavenger hunt, where they are going to invite some members of the church to be a host at their homes and have something either in their tree or on their porch that participants can cross off their list for the scavenger hunt. For Halloween if we are not able to be together, the plan is to still hold a trunk or treat.

VBS (Vacation Bible School) this year will be online. The videos to watch will be on the HTLC website the week of August 2 – August 6th. The videos for each day will be ready in the morning.

Noah's Ark: The staff is adapting to COVID and moving forward with the restrictions. A project is being worked on for a 2-year-old room. They will look into licensing, etc, a committee has been formed, but has not met yet. Another item in the works is for school ages kids coming to Noah's Ark on their "off day" from hybrid learning. There are lots of factors to consider for this to take place – they are in the exploration phase currently.

Youth: The youth group meets weekly via Zoom.

Communication to Committees: 2020 Remaining budget, 2021 budget, thank you for generous giving, and any committee changes that could offer new ideas.

President Sue Tigges asked for a motion to adjourn. Gretchen Kueter moved to adjourn the meeting at 7:29 PM. Tami Ernester seconded. Motion Carried.

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

Submitted by

Michele Faubel
Holy Trinity Lutheran Church Council Secretary

Pastor's Report 8/18

"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

It is hard to believe we are already half way through August with Fall quickly approaching. It seems like it was yesterday I wrote my council report for July. I thank you all for the gift of vacation. I was able to spend some much-needed time with my family and decompress from all the stress we all have had to endure these past 6 months.

The month of July was filled with lots of planning and developing of programs for the congregation come fall. We have been and still are planning programming that will be implemented either online or in person. Either way, we should be "ready".

I also wish to thank Darrell Kalmes for the amazing work he has put into this building and for designing and building our sound booth. You will be simply amazed when you see it in person. Darrell truly went above and beyond once again for HTLC and I cannot thank him enough.

Looking Forward:

Now that we are into August and I am back, I am planning to conduct staff reviews the next week or two. We will also continue to build programming that will fit into an online or in-person model. Pastors Paul (Lord of Life), Kristen (St. Matthews), Derek and myself will be discussing online worship starting September. There is a possibility we will begin to conduct our own worship services at that time as we begin to enter into the Fall season. I will keep the Worship Committee and you all informed once a decision is made.

Many of you may already know that the DBQ schools are opening up and allowing families to choose to send their children back either in the hybrid model (online and in person learning) or simply just online learning. Families choosing the hybrid form of learning will be assigned either an A day or a B day. A and B days will alternate who is doing in-person learning while the other is online. Due to our work schedules our children will be attending the hybrid form of school this year. So far the schedule will require kids to attend in person classes three days one week and two days the other. I plan to work from home the days my children are scheduled for online classes to ensure my kids are doing their school work, while also completing my work. If there are any concerns with me working from home, please let me know.

I am deeply grateful for all of you and truly appreciate you support for all the ministries of HTLC. If you have any questions please let me know.

Peace in Christ,
Pastor Josh

Associate Pastor's Report
August 2020

“¹² For now we see in a mirror, dimly, but then we will see face to face. Now I know only in part; then I will know fully, even as I have been fully known. ¹³ And now faith, hope, and love abide, these three; and the greatest of these is love.”

1 Corinthians 13: 12-13 (NRSV)

In the pastoral calls with folks a similar line of thought comes up consistently. We reach a point after sharing the struggles and the joys that we have experienced where one of us expresses the exhaustion that comes from it all. This stems from how long the current state of the world has gone on – the pandemic, civil turmoil, personal trials, and so much more seem to have no ending and feel as if they have been going on forever. What does one say to all this?

In faith, we proclaim that Christ is with us and that God's steadfast love endures forever. Yet, it is so difficult to see these truths in times such as these. As a pastor, I am called to proclaim these truths even in the face of everything that would attest to something different. I will not lie, it is difficult, but no one said this calling would be easy and frankly so many others have work that is just as difficult as mine. I cannot even begin to imagine what it is like to be a doctor, nurse, civic leader, or any other essential worker who has to first hand deal with the traumatic ramifications of the brokenness of our world each day in their work.

“And now faith, hope and love abide...”, this is what the text I chose for this report reminds us of. Every conversation I have generally ends with a prayer that lifts up the abiding presence of God in our lives. God's abiding presence instills in us a faith, hope, and love that can face any hardship which comes our way no matter how difficult it may be. Our vision may be clouded in this time and we can see no end in sight to the trials we face in this time, but we are promised that our faith is not misplaced when we trust in Christ. We are known fully by God – all of who we are and all of what we experience in life. In that knowing God embraces us as beloved children and entrusts us with the eternal gifts of faith, hope, and love to both enjoy and share with the entire world.

So, what do I have to report after this reflection? In faith, I have been working alongside others to continue our Christian formation and spiritual growth. Our Adult Forum has started back up in an online format and is focused on the topic of social justice especially regarding the sin of racism in our lives, communities, and nation. I continue weekly to lead an ecumenical women's bible study and work alongside a lay leader in the leading of a men's bible study. We also as a staff continue to imagine and work on creating new formats for faith formation that can meet the context of what we are facing in these times. VBS was online this year with the help of so many and it provides a much-needed space for the youngest among us to continue to learn about God's love and saving grace in our times of trouble.

In hope, pastor Josh and I continue to provide worship and the liturgical rites that always help us to see the activity of Christ in our lives. We continue to work with our partners in the greater Dubuque area to provide quality online worship that helps communities stay connected to their own worshipping communities while at the same time unite with other believers. As we move ahead, we will continue to create new experiences for worship. I had the sacred honor of presiding at both a funeral and a baptism this past month as well. They may have looked quite different than what we normally experience but God's grace was experienced, nonetheless.

Finally, in love, our community continues to serve our neighbor and answer Christ's call to be disciples in our lives and in this world. The last food distribution served 194 families and provided sustaining gifts of food through our partnership with St. Stephen's & the Greater Dubuque Foundation. Also, I continue my training in community organizing for action within our community to address systemic issues facing the lives of those marginalized within our community. In an act of love towards myself through the love shown me by this community, I am currently taking a two-week vacation for a time of Sabbath and rejuvenation to continue the ministry I have been called to with y'all. Thanks be to God for the abiding gifts given to us all in Christ and for the ways y'all witness to them here at Holy Trinity. As always please reach out with any questions on my report and I will be glad to elaborate on what I've been up to.

God's Peace,
DGR (Pastor Derek)

Holy Trinity Lutheran Church - Dubuque - Dubuque IA
Bank Reconciliation - Statement Ending July 31, 2020

Thursday, August 6, 2020 3:13 PM

Page 1 of 1

Statement Ending Date: 07/31/2020

Account: General Operating Checking (1,100,000)

Statement Ending Balance: \$32,224.57

Outstanding Checks and Withdrawals

	\$55.43
42571	\$20.00
42572	\$9.40
42574	\$25.68
42578	\$3,497.67
42579	\$58.33
42577	\$16.00

Total: \$3,682.51

Adjusted Bank Balance: \$28,542.06

Balance per Accounting: \$28,542.06

Difference to Reconcile: \$0.00

Holy Trinity Lutheran Church - Dubuque - Dubuque IA
Bank Reconciliation - Statement Ending July 31, 2020

Thursday, August 6, 2020 3:32 PM

Page 1 of 1

Statement Ending Date:	07/31/2020
Account:	Designated Funds Checking (1.100.035)
Statement Ending Balance:	\$123,502.56
Outstanding Checks and Withdrawals	
	\$4.80
	\$4.80
	\$160.50
Total:	\$170.10
Adjusted Bank Balance:	\$123,332.46
Balance per Accounting:	\$123,332.46
Difference to Reconcile:	\$0.00

Holy Trinity Lutheran Church - Dubuque - Dubuque IA
Bank Reconciliation - Statement Ending July 31, 2020

Thursday, August 6, 2020 2:09 PM

Page 1 of 1

Statement Ending Date: 07/31/2020

Account: Noah's Ark Operating Checking (1.100.045)

Statement Ending Balance: \$38,990.40

Outstanding Checks and Withdrawals

2044 \$125.00

2047 \$558.24

Total: \$683.24

Adjusted Bank Balance: \$38,307.16

Balance per Accounting: \$38,307.16

Difference to Reconcile: \$0.00

Holy Trinity Lutheran Church - Dubuque - Dubuque IA
Bank Reconciliation - Statement Ending July 31, 2020

Thursday, August 6, 2020 1:51 PM

Page 1 of 1

Statement Ending Date:	07/31/2020
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

Holy Trinity Lutheran Church - Dubuque - Dubuque IA
Balance Sheet as of July 31, 2020

Thursday, August 13, 2020 12:13 PM

Page 1 of 1

Account #	Account Name	Beginning Balance	YTD Balance
Assets			
1.100.000	General Operating Checking	23,858.43	28,542.06
1.100.035	Designated Funds Checking	90,865.50	123,332.46
1.100.045	Noah's Ark Operating Checking	10,080.53	38,307.16
	Total Current Assets	\$124,804.46	\$190,181.68
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	\$3,483,085.98
Liabilities			
2.000.000	Accounts Payable/Vendors	2,092.35	2,130.36
2.250.000	Line of Credit Payable	15,000.00	0.00
	Total Accounts Payable	\$17,092.35	\$2,130.36
	Total Liabilities	\$17,092.35	\$2,130.36
Fund Balance			
3.000.000	Noah's Ark Operating Checkbook	10,080.53	29,754.14
3.001.000	General Operating Checkbook	6,766.08	34,964.72
	Total Operating Fund	\$16,846.61	\$64,718.86
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	123,332.46
	Total Fund Balance	\$3,400,616.41	\$3,480,955.62
	Total Liabilities and Fund Balance	\$3,417,708.76	\$3,483,085.98

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

Thursday, August 13, 2020 12:15 PM

Page 1 of 4

Account #	Account Name	Beg Balance	Receipts	Disbursements	Transfers/JE's	End Balance
3.100.000	<i>Designated (& Restricted) Checkbook</i>					
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	194.47	10.19	0.00	0.00	204.66
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	50,371.87	0.00	0.00	0.00	50,371.87
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	173.43	0.00	173.43	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	7,156.74	7,555.00	0.00	0.00	14,711.74
3.020.000	Designated Credit Card Fees Fund Balance	(27.93)	0.00	0.00	0.00	(27.93)
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	238.92	0.00	96.30	0.00	142.62
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	193.17	0.00	0.00	0.00	193.17
3.040.006	LFC Internal Improvement - Acoustics	4,658.61	0.00	0.00	0.00	4,658.61
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

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

Thursday, August 13, 2020 12:15 PM

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	0.00	0.00	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	0.00	0.00	0.00	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	6,394.98	10.00	0.00	0.00	6,404.98
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	0.00	70.00	0.00	0.00	70.00
3.041.015	Campus Ministries	0.00	0.00	0.00	0.00	0.00
3.041.016	Luther Manor Residences	0.00	0.00	0.00	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	1,394.57	50.00	2,293.15	0.00	(848.58)

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Account #	Account Name	Beg Balance	Receipts	Disbursements	Transfers/JE's	End Balance
3.041.023	Sunday School Offering	571.94	0.00	0.00	0.00	571.94
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	0.00	0.00	0.00	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	0.00	0.00	0.00	9,548.33
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	0.00	0.00	404.36

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Account #	Account Name	Beg Balance	Receipts	Disbursements	Transfers/IE'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>\$118,200.15</u>	<u>\$7,695.19</u>	<u>\$2,562.88</u>	<u>\$0.00</u>	<u>\$123,332.46</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	33,619.14	258,504.11	280,490.00	480,839.00	222,334.89
4.100.001	Loose Plate	200.00	2,578.09	4,375.00	7,500.00	4,921.91
4.100.002	Seasonal	0.00	235.00	1,169.00	2,000.00	1,765.00
4.100.003	Church Debt Giving	0.00	0.00			
4.100.004	Interest Income	2.33	16.07*	0.00	0.00	(16.07)
4.100.005	Transfer from Telephone & Internet	173.43	18,825.96			
4.100.006	Church Use Income	0.00	265.00	875.00	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	0.00	15.75			
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	55.54*	0.00	0.00	(55.54)
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	13,274.00			
4.100.016	Admin Income	761.38	761.38*	0.00	0.00	(761.38)
4.100.017	Transfer from Noah's Ark for Custodial Services	0.00	0.00	2,919.00	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	6,657.00	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	5,404.00	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	8,750.00	15,000.00	15,000.00
4.100.038	Caring Ministry Income	0.00	0.00	119.00	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	\$34,756.28	\$377,466.29*	\$310,758.00	\$532,711.00	\$260,348.91
	Total Income	\$34,756.28	\$377,466.29	\$310,758.00	\$532,711.00	\$260,348.91
Expense						
5.100.000	Line of Credit Interest Expense	0.00	294.48	469.00	800.00	505.52
5.100.002	Admin. Computer/Printer	111.99	201.18	322.00	550.00	348.82
5.100.003	Admin - Equipment M/R	482.00	3,829.24*	2,744.00	4,700.00	870.76
5.100.004	Admin - Iowa Use Tax	0.00	0.00			
5.100.005	Admin - Office Supplies	841.36	5,804.38*	2,744.00	4,700.00	(1,104.38)
5.100.006	Admin - Pastor Discretionary	0.00	0.00			
5.100.007	Admin - Postage	9.40	654.70*	581.00	1,000.00	345.30
5.100.008	Admin - Printed Material	217.52	452.22	784.00	1,343.00	890.78
5.100.009	Admin - Stwre/Intrtn Support	368.10	1,589.31*	1,225.00	2,100.00	510.69
5.100.010	Meetings Misc. expense	64.16	486.69*	294.00	500.00	13.31
5.100.011	Credit Card Fees	155.26	256.76			
5.100.012	Staff Mileage	0.00	0.00	119.00	200.00	200.00
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	70.00	125.00	125.00
5.100.016	Fall Theological Conference	0.00	0.00	231.00	400.00	400.00
5.100.017	Synod Assembly Registration	0.00	0.00	875.00	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	14.00	25.00	25.00
5.100.029	Background Check	0.00	0.00	56.00	90.00	90.00
5.100.030	Admin. Misc. Expense	776.31	815.31			
5.100.031	HK Payroll Services	62.99	569.74	581.00	1,000.00	430.26
5.100.032	Financial Software Review	0.00	0.00			
5.140.004	Copy Machine leased @ 5 years	0.00	293.48	2,331.00	4,000.00	3,706.52
	Total Administration Expense	\$3,089.09	\$15,247.49*	\$13,440.00	\$23,033.00	\$8,857.58
5.105.000	Fellowship Expense	0.00	452.73	875.00	1,500.00	1,047.27
	Total Fellowship Expense	\$0.00	\$452.73	\$875.00	\$1,500.00	\$1,047.27
5.115.000	Outreach - Advertising	0.00	139.02	292.00	500.00	360.98
5.115.001	Banners	0.00	323.15*	189.00	325.00	1.85
	Total Outreach Exp	\$0.00	\$462.17	\$481.00	\$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	22,882.44	22,883.00	39,227.00	16,344.56
5.120.004	CMB - Lutheran Schlrsps	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	1,601.25	1,603.00	2,745.00	1,143.75
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	408.31*	408.00	700.00	291.69
	Total Church Missions Expense	\$3,556.00	\$24,892.00	\$24,894.00	\$42,672.00	\$17,780.00
5.120.030	Stewardship - Postage/Supplies	0.00	560.16	2,044.00	3,500.00	2,939.84
5.120.031	Green Team	0.00	0.00	56.00	90.00	90.00
	Total Stewardship Expense	\$0.00	\$560.16	\$2,100.00	\$3,590.00	\$3,029.84

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Account #	Account Name	Period Activity	YTD Balance	Budget YTD	Annual Budget	Annual Budget Remaining
5.130.002	9th Grade Confirmation Dinner	0.00	0.00	203.00	350.00	350.00
5.130.003	Confirmation Curr and Supp	85.00	199.00	233.00	400.00	201.00
5.130.004	6th, 7th and 8th Conf. Retreat	0.00	0.00	583.00	1,000.00	1,000.00
5.130.005	Splash Material	0.00	0.00	294.00	500.00	500.00
5.130.006	Gift Bibles	0.00	0.00	203.00	350.00	350.00
5.130.011	Adult Education	0.00	117.79*	117.00	200.00	82.21
5.130.012	Sunday School Curriculum	0.00	479.13	656.00	1,125.00	645.87
5.130.013	Youth Education	0.00	14.99	117.00	200.00	185.01
5.130.014	Youth Gathering	0.00	0.00	119.00	200.00	200.00
5.130.015	Camps	0.00	0.00	581.00	1,000.00	1,000.00
5.130.016	VBS	293.68	293.68	525.00	900.00	606.32
5.130.030	1st Communion Supplies	0.00	0.00	175.00	300.00	300.00
5.130.031	Teacher Appreciation	0.00	0.00	42.00	75.00	75.00
	Total Parish Education Expense	\$378.68	\$1,104.59	\$3,848.00	\$6,600.00	\$5,495.41
5.140.000	Property - Capital Outlay	0.00	0.00			
5.140.001	Property - Custodial Supplies	82.85	1,803.26	2,156.00	3,700.00	1,896.74
5.140.002	Property - Electricity	1,610.86	7,643.39	8,169.00	14,000.00	6,356.61
5.140.003	Property - Insurance	0.00	7,410.25*	4,669.00	8,000.00	589.75
5.140.005	Property - M/R Grounds Church	263.63	1,655.92*	875.00	1,500.00	(155.92)
5.140.006	Property - Natural Gas	40.00	3,945.52	4,081.00	7,000.00	3,054.48
5.140.007	Property - Outside Ground Care	83.02	1,975.94*	1,600.00	2,500.00	524.06
5.140.008	HVAC	0.00	780.72*	500.00	500.00	(280.72)
5.140.009	Property - Telephone	255.59	1,739.50*	1,631.00	2,800.00	1,060.50
5.140.010	M/R Church Sanctuary & Property	0.00	296.56	1,169.00	2,000.00	1,703.44
5.140.011	Property - Water	158.55	1,017.35	1,169.00	2,000.00	982.65
5.140.012	Waste Disposal (Dittmer)	110.00	550.00	819.00	1,400.00	850.00
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.	217.09	295.59*	0.00	300.00	4.41
5.140.015	FOG inspection (City) every 6 months	0.00	161.84*	0.00	132.00	(29.84)
5.140.016	Sprinkler Backflow test 4' lines	274.99	274.99*	260.00	260.00	(14.99)
5.140.017	Sprinkler Backflow test 2' & 3/4" lines	0.00	0.00	0.00	182.00	182.00
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	349.00	19,001.53			
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	0.00	343.00	583.00	583.00
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	13,274.00*	8,750.00	15,000.00	1,726.00
5.140.035	Sanctuary - loop system repair	232.19	232.19	1,169.00	2,000.00	1,767.81
5.140.037	Alley Way Improvements	0.00	0.00	0.00	2,107.00	2,107.00
5.140.039	Sound System Oper Exp	0.00	13,800.00			
	Total Building & Grounds Expense	\$3,677.77	\$77,823.80*	\$40,035.00	\$68,639.00	\$23,830.73
5.210.000	Worship - Altar Supply	0.00	427.56	875.00	1,500.00	1,072.44
5.210.001	Worship - Bell Choir Supplies	0.00	0.00	56.00	100.00	100.00

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5.210.002	Worship - Choir Robe Cleaning	0.00	0.00			
5.210.003	Worship - Copyright License	0.00	727.00*	581.00	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	231.00	400.00	400.00
5.210.007	Worship - Organ/Piano Maint	0.00	120.00	441.00	750.00	630.00
5.210.009	Guest Musician	0.00	400.00*	147.00	250.00	(150.00)
5.210.011	Worship Continuing Education Exp.	0.00	0.00	105.00	175.00	175.00
5.210.012	Sound System maintenance	0.00	788.70*	119.00	200.00	(588.70)
5.210.013	Instrument Maintenance (cord, drums, strings, etc)	0.00	0.00	119.00	200.00	200.00
	Total Worship Expense	\$0.00	\$2,463.26	\$2,674.00	\$4,575.00	\$2,111.74
5.215.000	Family Ministry- Hspty/Fllwshp	104.55	614.00	875.00	1,500.00	886.00
	Total Family Ministry Expense	\$104.55	\$614.00	\$875.00	\$1,500.00	\$886.00
5.147.000	Pulpit Supply	0.00	0.00			
5.148.000	Pastor - Salary	2,442.74	16,769.28	29,232.00	50,108.00	33,338.72
5.148.001	Pastor - Pension	667.49	4,654.22	4,676.00	8,010.00	3,355.78
5.148.002	Pastor - Health	1,979.00	13,720.23	13,853.00	23,748.00	10,027.77
5.148.003	Pastor - Con't Ed	130.00	899.98*	525.00	900.00	0.02
5.148.004	Pastor - Professiona Publication Exp	220.00	691.71*	406.00	700.00	8.29
5.148.005	Pastor-Housing	3,333.34	23,333.38*	11,011.00	18,880.00	(4,453.38)
5.148.006	Pastor Soc. Sec. Allowance	310.70	2,280.86*	2,240.00	3,834.00	1,553.14
5.148.007	Pastor - Retiree/Survivor	0.00	251.59	301.00	510.00	258.41
5.148.008	Pastor-Disab/Admin	91.02	630.10	637.00	1,092.00	461.90
5.148.009	Pastor-Car Allowance/Mileage	0.00	604.33	1,169.00	2,000.00	1,395.67
5.148.010	Pastor-Cell Phone	62.50	437.50	441.00	750.00	312.50
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	294.07	301.00	510.00	215.93
	Total Pastoral Salary Expense	\$9,279.27	\$64,567.25	\$64,792.00	\$111,042.00	\$46,474.75
5.149.000	Associate Salary	2,716.74	18,889.26	23,135.00	39,663.00	20,773.74
5.149.001	Call Process	0.00	0.00	0.00	0.00	0.00
5.149.002	Associate Pastor - Pension	462.57	3,227.98	3,241.00	5,551.00	2,323.02
5.149.003	Associate Pastor - Housing	1,666.66	11,666.62*	7,476.00	12,810.00	1,143.38
5.149.004	Associate Pastor - Soc. Sec. Allowance	253.54	1,767.30	1,771.00	3,035.00	1,267.70
5.149.005	Associate Pastor - Retiree Support	0.00	193.41	224.00	389.00	195.59
5.149.006	Associate Pastor - Disability	69.39	483.86*	483.00	833.00	349.14
5.149.007	Associate Pastor - Group Life	32.38	225.79*	224.00	389.00	163.21
5.149.008	Associate Pastor - Professional Exp	0.00	0.00			
5.149.009	Associate Pastor - Con't Ed	0.00	329.84	525.00	900.00	570.16
5.149.010	AP - HLTH Insurance Reimbursement	260.00	1,820.00	1,820.00	3,120.00	1,300.00
	Total Associate Pastor Expense	\$5,461.28	\$38,604.06	\$38,899.00	\$66,690.00	\$28,085.94
5.220.000	Transfers to Noah's Ark	0.00	0.00			
	Total Transfers to Noah's Ark	\$0.00	\$0.00			
5.150.030	Family Minister - Salary	3,015.84	21,110.88	21,112.00	36,190.00	15,079.12
5.150.031	Family Minister - Pension	241.27	1,688.89*	1,687.00	2,895.00	1,206.11
5.150.032	Family Minister- Dis/Admin	45.24	316.68*	315.00	543.00	226.32

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Account #	Account Name	Period Activity	YTD Balance	Budget YTD	Annual Budget	Annual Budget Remaining
5.150.033	Family Minister - Health	839.00	5,873.00	5,873.00	10,068.00	4,195.00
5.150.034	Family Minister - Continuing Education	0.00	0.00	119.00	200.00	200.00
5.150.035	Family Minister-Cell Phone	65.00	455.00	455.00	780.00	325.00
5.150.037	Family Minister - Retiree/Survivor	0.00	126.66	147.00	253.00	126.34
5.150.038	Family Minister - Group Life Insur	21.11	147.77*	147.00	253.00	105.23
	Total Family Minister Salary Exp	\$4,227.46	\$29,718.88	\$29,855.00	\$51,182.00	\$21,463.12
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	1,169.00	2,000.00	2,000.00
5.155.002	Stephan Ministry Educational Materials	0.00	0.00	231.00	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	117.00	200.00	200.00
	Total Stephen Min. Salary Exp	\$0.00	\$0.00	\$1,517.00	\$2,600.00	\$2,600.00
5.160.041	Handbell Choir Director	0.00	963.16*	917.00	1,576.00	612.84
5.160.045	Contemporary Music Leader	1,244.60	8,712.20	8,715.00	14,935.00	6,222.80
5.160.046	Music Minister Salary	1,794.78	12,563.46	12,565.00	21,537.00	8,973.54
5.160.047	Service Accompanist	0.00	1,134.00*	819.00	1,400.00	266.00
5.160.048	Music Continuing Ed	0.00	0.00			
5.160.049	Music Publications	0.00	0.00			
	Total Music Salary Expense	\$3,039.38	\$23,372.82*	\$23,016.00	\$39,448.00	\$16,075.18
5.100.035	Employees Deductions	(59.89)	(96.81)			
5.170.000	Office Mngr - Wage	2,667.60	17,829.86	21,294.00	36,500.00	18,670.14
5.170.001	Office Mngr - Pension - ELCA	243.33	1,470.32	1,701.00	2,920.00	1,449.68
5.170.002	Office Mngr - Dis/Admin	45.63	275.72	322.00	548.00	272.28
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	147.00	256.00	148.65
5.170.006	Office Manager - Group Life Insur	21.29	128.64	147.00	256.00	127.36
5.170.010	Office Assistant - Wages	981.26	4,417.75	6,855.00	12,150.00	7,732.25
5.170.011	Secretary - Pension - ELCA	0.00	0.00			
5.170.012	Secretary - Dis/Admin	0.00	0.00			

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Account #	Account Name	Period Activity	YTD Balance	Budget YTD	Annual Budget	Annual Budget Remaining
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	1,080.52	9,545.97*	6,454.00	11,060.00	1,514.03
5.170.050	Office Staff Continuing Ed	0.00	0.00	233.00	400.00	400.00
	Total Office Salary Expense	\$4,979.74	\$34,707.80	\$37,153.00	\$64,090.00	\$29,285.39
5.175.000	Custodian - Salary	0.00	2,385.00	3,031.00	5,200.00	2,815.00
5.175.010	Maintenance - Salary	2,251.20	16,283.70*	16,261.00	27,873.00	11,589.30
5.175.011	Maintenance - Pension - ELCA	185.81	1,300.67	1,302.00	2,230.00	929.33
5.175.012	Maintenance - Health	878.00	6,146.00	6,146.00	10,536.00	4,390.00
5.175.014	Wedding Clean - Up	0.00	0.00			
5.175.015	Maintenance - Dis/Admn	34.84	243.88	245.00	418.00	174.12
5.175.016	Maintenance - Retiree/Survivor	0.00	97.56	112.00	195.00	97.44
5.175.017	Maintenance - Group Life Insur	16.26	113.82*	112.00	195.00	81.18
	Total Custodial Salary Expense	\$3,366.11	\$26,570.63	\$27,209.00	\$46,647.00	\$20,076.37
5.190.000	Non Pastoral Staff - FICA	993.72	6,046.01	7,294.00	12,502.00	6,455.99
5.190.001	Workers Compensation	699.50	2,060.00	2,744.00	4,700.00	2,640.00
	Total Other Staff Expense	\$1,693.22	\$8,106.01	\$10,038.00	\$17,202.00	\$9,095.99
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	\$42,852.55	\$349,267.65	\$321,701.00	\$551,835.00	\$236,558.14
	Total Expense	\$42,852.55	\$349,267.65	\$321,701.00	\$551,835.00	\$236,558.14
	Difference	<u>(\$8,096.27)</u>	<u>\$28,198.64</u>	<u>(\$10,943.00)</u>	<u>(\$19,124.00)</u>	

* = Income/Expense exceeds amount budgeted to date

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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*	294.00	500.00	112.62
4.300.003	Noah's Ark- Dnts/Gvng Tree	2,000.00	8,600.00*	875.00	1,500.00	(7,100.00)
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	1.45	4.34*	0.00	0.00	(4.34)
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	18,920.00	114,351.74	146,720.00	251,520.00	137,168.26
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	\$20,921.45	\$142,738.47	\$147,889.00	\$253,520.00	\$130,051.54
	Total Income	\$20,921.45	\$142,738.47	\$147,889.00	\$253,520.00	\$130,051.54
Expense						
5.300.000	Teacher & Director- Salaries	6,737.16	46,486.92	47,017.00	80,600.00	34,113.08
5.300.001	Teacher Salaries	8,214.00	47,962.75	81,830.00	140,278.00	92,315.25
5.300.002	Noah's Ark -Telephone	66.97	460.00*	385.00	665.00	205.00
5.300.003	Noah Ark - Dues / Con't Ed	55.85	465.54*	420.00	725.00	259.46
5.300.004	Noah's Ark - Repairs	0.00	946.42*	581.00	1,000.00	53.58
5.300.005	Noah's Ark - Advertising	0.00	0.00	294.00	500.00	500.00
5.300.006	Noah's Ark - Supplies	470.52	3,024.99*	1,456.00	2,500.00	(524.99)
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	169.00	875.50	1,456.00	2,500.00	1,624.50
5.300.009	Noah's Ark - FICA	1,143.76	7,032.92	9,856.00	16,897.00	9,864.08
5.300.010	Transaction Processing Fees	74.40	1,327.14			
5.300.011	Noah's Ark - Special Programs	187.10	268.10*	175.00	300.00	31.90
5.300.012	Noah's Ark - Scholarships	0.00	0.00			
5.300.013	NA - Criminal Record/Finger Printing	0.00	0.00			
5.300.014	Snacks/milk Child Care	444.87	1,048.47	1,050.00	1,800.00	751.53
5.300.018	N.A.-Teacher & Director Pension ELCA	808.46	5,659.22*	5,642.00	9,672.00	4,012.78
5.300.019	N.A. - Teacher Health	787.00	5,509.00*	5,250.00	9,000.00	3,491.00
5.300.020	N.A. Teacher & Director Dis/Adm	101.06	707.42*	700.00	1,200.00	492.58
5.300.022	N.A. Substitutue Teacher	0.00	0.00			
5.300.023	N. A. Teacher Director-Retiree/Survivor	0.00	282.96*	175.00	300.00	17.04
5.300.024	N. A. Teacher & Director - Group Life Insur	47.16	330.12*	70.00	125.00	(205.12)
5.300.033	Computer/Software	200.00	677.39*	280.00	480.00	(197.39)
	Total Noah's Ark Expense	\$19,507.31	\$123,064.86	\$156,637.00	\$268,542.00	\$146,804.28
	Total Expense	\$19,507.31	\$123,064.86	\$156,637.00	\$268,542.00	\$146,804.28
	Difference	\$1,414.14	\$19,673.61	(\$8,748.00)	(\$15,022.00)	

* = Income/Expense exceeds amount budgeted to date

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

Phone and Internet upgrade

Fiber Optic cable has been connected and we now have high-speed internet throughout the building. The phone system has been connected to the fiber network and we have dropped an unused phone number. Our monthly phone bill has gone from about \$307 per month, depending on long distance charges, for Noah's Ark and HTLC office to fixed monthly rate of \$257.50 with built-in long distance and the internet speed at least 10X faster than with Century Link.

LFC roof leaks

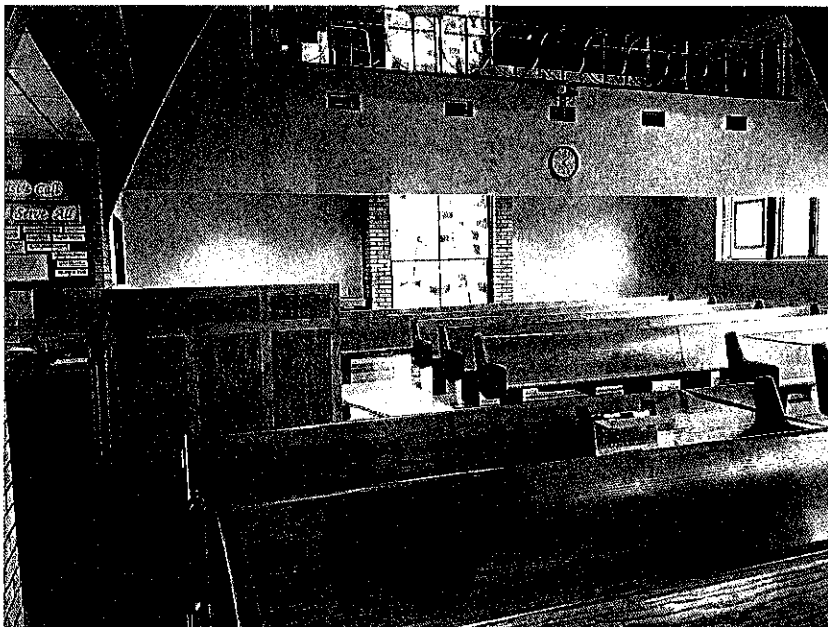
We are waiting until September and cooler weather when Rolling River Building Services can investigate the extent of the repairs needed and get us a total project cost.

Flat roof repair

On June 30th we received a notification from Guide One that we will be issued a check for an additional \$7,162.65 to cover the cost of bringing the section they are replacing up to current insulation code standards. Premiere Claims, our public adjuster, will deduct their 15% fee from this check (\$1,074.40). We should then receive the net proceeds of \$6,088.25. This should bring our total in dedicated funds to \$55,079.19. I do not expect any further settlements. We should soon be able to get a total replacement cost from Aesthetic Elements and move forward with final repairs to this roof. The lowest replacement cost bid from Geisler Brothers is \$89,000. This will leave us with the need to borrow around \$34,000 and then seek congregation contributions.

Sanctuary changes for A/V improvements

Remodel work in the rear of the sanctuary is complete, with pews shortened and reinstalled. All together we should have lost less than 10 seats by reclaiming the space formerly used as aisle. When the Hearing Loop system has the electronic hum removed (by installing a clean line to the under-balcony lights). The new A/V desk will have AC power and there will be two new electrical outlets in the sanctuary. One new outlet in the ushers' cubby at the back of the sanctuary and a second new outlet on the wall behind the new A/V desk.



Sink hole in parking area

Kyle worked with the city to correct a sink hole that appeared next to the permeable alley. The sink hole has been filled and our parking lot repaved in that area at no cost to us.

Al Pline retirement

Al has notified me that October 31st will be his last day with us. To that end, we need to start discussions about how we expect the maintenance position(s) to be filled after his retirement.

HTLC STEWARDSHIP TEAM: Email Meeting Summary Tuesday, August 7, 2020 via Zoom

Present: Wendy Einsweiler, Dave Assmus, Mark Arnold, Pastor Derek Rosensteil, Paul Dettmann and Dale Bjerning (eGiving Ambassador)

- √ Fall Stewardship Program
 - Dates confirmed 9/20 – 10/11
 - Selected the *You Are Not Alone* program from our synod, created as a response to online worship and members unable to gather together at this time and likely for much of the rest of 2020
 - Wendy will email the group a number of bible verses to consider for use with the *You Are Not Alone* program, as well as for use on the 2020 envelopes; decision made next week
- √ Tidings Articles – August (due 8/20/20)
 - Dave will write the Stewardship article
 - Paul write the Special Appeals article – Luther Manor
 - Financial Spotlight through July – Wendy will provide to Lorice; will clarify if all expenses have been incurred for any special income items
- √ Green Team
 - No meeting in July. Zoom meeting scheduled for August.
- √ eGiving process update
 - Will update Pew Cards with eGiving options and schedule Temple Talks once worship in the sanctuary is open again; eGiving information will continue to be shared in the Bridge and Tidings
- √ Bridge the Gap plans are on hold until Council and the Finance Team meet to review the current budgetary situation
- √ Ora Gremmel's Estate gift celebration wall mural & message in Tidings & bulletins will be planned once members are able to gather. Not an easy way to share virtually.
- √ Other business
 - Additional Stewardship Team members are still needed
 - Envelopes will be ordered later in August
 - Messages shared from July council meeting
 - Each team needs to discuss adjustment to our request for 2020 expenses, Wendy will share with the Finance Team
 - Need to discuss and submit 2021 Stewardship Team budget request by 10/31/20
 - Celebrating the generosity of members that fully funded the audio/visual system upgrades of \$28,000
 - VBS is available as a virtual program beginning Sunday, August 9.

Next Meeting: September 1, 2020

Outreach

We have not had another Zoom meeting since June.

We had another successful Food Distribution on July 25th

Serving about 190 families. Our next one will be on September

19th with the same parking lot distribution. We continue to

promote giving items to our little food pantries as the need is

still very high in our neighborhood. The gardens are still being

tended with harvesting fresh produce to put in the pantries.

When we can gather again in person we will continue with our

ideas for the community stated in the last minutes.

Can't wait to get back to business Living Christ Call to Love and Serve All.

Respectfully submitted by Gretchen Kueter

Worship Team Minutes, 4 Aug 2020

No meeting took place.

Email update sent to all members.

Diane Kalmes emailed ---3 Aug 2020

I don't believe we have anything to meet on for August, unless any one of you have something. I'm guessing that whenever the Council decides to open the church, we will have to have an extra meeting to review our plan.

I do want to update you on the Media System upgrades in the church and let you know where our budget stands as of July 2020. We will have to meet and discuss the budget in early September. Please keep that in mind. Is anyone familiar with setting up a zoom meeting? Could you please arrange one for early September? Let me know.

Media center update:

I have included 3 photos of what the back of the sanctuary now looks like. See bottom of e-mail. The media console has been installed (still waiting for an electrician to complete a wire run) and the pews have been cut down and repositioned. By doing this pew arrangement, we have only lost (by Darrell's calculations) about 3-4 seats. Not bad. I tried to give you an all-around view of the new look. Now we wait for the actual media equipment to come in.

2020 and 2021 Budget review:

I have attached a copy of the July 2020 Worship Team budget.

As you can see, we have a deficit in several accounts. This is what I learned:

5.210.011 Guest Musicians. With being shut down, I couldn't figure out why that account should be overrun. But, for us to be up and podcasting, we did engage the expertise of John Swift. He was paid for giving his assistance and guidance and this is the account that was used.

5.210.012 Sound System Maintenance. Some additional equipment was needed to help us podcast. This account was used for that purpose.

I do predict we will also overrun **5.210.003** Copyright License, before year end as well. To do podcasting, we did have to obtain video licenses from our three Copyright license contractors - OneLicense, CCLI, and Sundays and Seasons. Since March, we obtained prorated costs for these services.

Per the invoices I have been given, I show we should have spent the following to date:

OneLicense Podcasting added April 2020	\$93.75
CCLI Renewal April 2020 Includes podcasting	\$607.10
Sundays and Seasons podcast added Jun 2020	<u>\$154.50</u>
Total expenditures	\$855.35

The July 2020 budget doesn't quite match this figure, and not sure why. Per the invoices, we have only \$144.65 remaining in this account.

Licenses renewals coming due yet in 2020 Budget year are Sundays and Seasons due in September 2020 for \$618 and OneLicense due in Jan 2021 = \$505 - All of which will include podcasting. By the end of 2020 budget year we should be showing a deficit of \$978.35.

We will have to increase this account budget for next year. All three licenses will run us \$1740 unless the companies increase costs.

5.210.007 Organ/Piano Maint. - Chuck, could you work up what will be required for 2021 budget. I know we changed service provider and the cost was to increase slightly. Base costs on what a "normal" year would be. Also, please review account **5.210.001**. Can we reduce or do we need to increase?

5.210.005 Music Material - Chuck and Jill, could you please collaborate on what may be required for 2021 – reduction or increase?

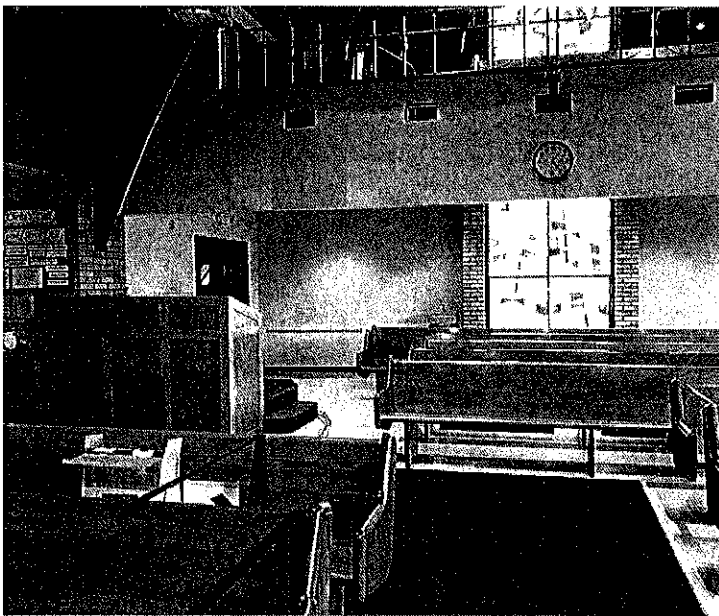
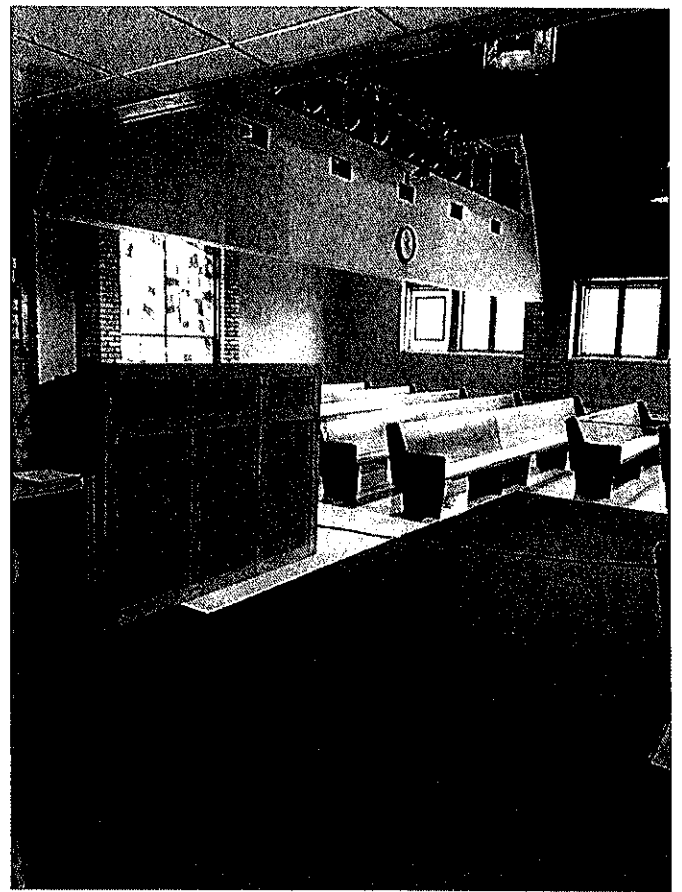
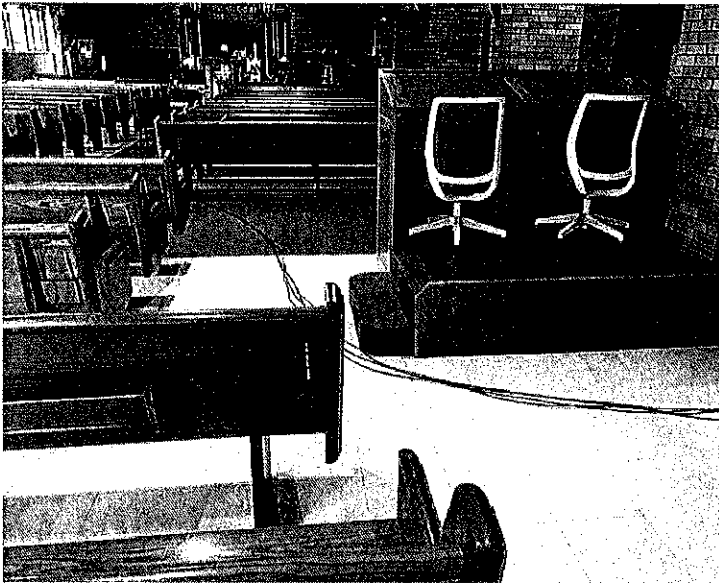
5.210.000, 5.210.009, 5.210.011, 5.210.012 and 5.210.013 are left. If anyone has any thoughts on decrease or increase in these areas, please note them for our September meeting.

Overall, we have enough in our account this year that the overruns are covered. I expect there may be additional expenses against our budget when the media equipment finally arrives and gets installed. Something always seems to be missed or forgotten.

If you have any questions that need to be answered before our September meeting, please forward them to me or to the appropriate person in the office.

Thanks,

Diane



Fall Programming

- All families have received the information regarding our response to Covid and the changes to fall programming
- Feedback from families has been positive and supportive
- We are still waiting for feedback and/or approval from DCSD regarding our 4K Return to Learn Plan. It was submitted the first week of July. They said we would hear back by July 31.

Enrollment

- We have one opening in the Hippo Room (2 year old) and one opening in the afternoon 4K program

School Age Program

- We had several calls of interest, but do not have 8 children enrolled as of our deadline of 8/10/20
- Noah's Ark will not be holding a school age program for the 2020-2021 school year

Family Ministers Report

August 18, 2020

1. Schedules are completed for Bible Explorers and Confirmation Classes for this fall. They are attached. Classes will begin in September either through Zoom or in person with caution.
2. The eighth graders are preparing for Affirmation of Baptism which has been postponed to October 25, Reformation Sunday. Pr. Josh conducted interviews with students and parents, and most students have completed their faith statements.
3. The schedule for Sunday School is completed for the next year. Sunday School will begin in September either online or in person with caution. Spark curriculum will continue to be used, but some new elements are being added.
4. The high school youth met three times to complete a landscaping project around the garage. They did a fantastic job. Next week a few students will help at the Dubuque Food Pantry. We will use masks and distancing.
5. Vacation Bible School took place August 4-8, 2020. The theme for this year was "Wilderness Escape," and the story focused on Mose and the Israelites' escape from Egypt and adventure in the wilderness. The program was done online. Daily videos were available each day. Take home packets were delivered to the families. Nightly Zoom sessions took place each evening at 6:30 pm. We had 35 students participate. The videos are still posted on the HTLC YouTube channel, so please watch them. Big thanks to Lisa Anderson, Terry, Molly, Lilly, and Roz Hoefflin, Pr. Derek, and Dan Wild for providing many hours to produce the videos.
6. Parish Education / Family Ministry Team are planning for Christian Education Kick-off Sunday on September 13. Events will be versatile for either in person or out of the building.
7. Family Ministry events have been planned in September and October. An around the town scavenger hunt will be held on September 13, and a Trunk or Treat event on October 24. We will have a Halloween Party if we are able to gather in the church building.
8. The ELCA National Youth Gathering has been postponed from July 2021 to July 2022 in Minneapolis.
9. I continue to deliver birthday bags to our children and youth.
10. Safety procedures are being developed for our return to in person classes in the fall.
11. I took vacation July 5-10 and will take a week from July 22-29.

Respectfully submitted by Sara McCaw, Family Minister

Lorice L. Amlin
Office Manager Report

The internet has been updated and we can see an immediate difference in our online speed.

We installed a locked mailbox due to an incident that happened. Our incoming mail is now locked when it arrives and the unexpected plus side to this is that members have been placing their offerings in the box. We are now taking our outgoing mail to the mailbox each day and not leaving it for the mailman to pick up.

I have continued to update our new data base Breeze. Breeze has been a valuable resource and tool for our staff.

I have introduced and implemented with the staff an application called "Slack". Slack is a channel-based messaging platform that helps us work together and communicate more effectively.

I have created an electronic calendar for the office that replaces "the black book". Work schedules, reoccurring items like yearly inspections, and more are added to this calendar. It will act as a yearly tickler as well as keeping the office up to date on schedules and other activities.

Upgraded our Canva account to a non-profit account that now gives up a free "pro" account.

We have had two funerals this month: Phyllis Cooper and Neil Keith
We have had one baptism this month: Beau Leonard Ortiz Leib