

HOLY TRINITY LUTHERAN CHURCH
COUNCIL PACKET
March 16, 2021

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
March 16, 2021

Attendance: Via Zoom, Council: Adam Eikamp, Pastor Josh Martyn, Pastor Derek Rosenstiel, Jason Duba, Tami Ernster, Ed Borchert, Jonathan Brown, Amanda Matson, Absent: Terry Hoefflin, Lily Hoefflin, Gretchen Kueter, Kate Stierman

President Adam Eikamp called the meeting to order at 6:33 pm. Pastor Josh gave the devotion from "Patience is Suffering Through the Present" by Henry Nauman, and Numbers 21:5.

President Adam reviewed the Agenda. Jason Duba moved to accept the agenda. Jonathan Brown seconded. Motion carried.

Pastor's Report: Pastor Josh noted there were two midweek Lenten services left and the office was gearing up for Holy Week. Al Pline has permanently stepped down as maintenance staff, but he is available for consulting via phone in an emergency. Personnel is reviewing the position. Michele Faubel has stepped down as Council Secretary. Alex Beck has also stepped down from the Buildings and Grounds council position. He will remain a B/G committee member.

Associate Pastor's Report: Pastor Derek reported that he took a four-day Zoom training which was the second half of a community organizing training put on by a group called the Organizing for Mission network. During Holy Week he is working on a Stations of the Cross Event on Saturday at 7:00 pm. On Saturday March 20th, there is a Faith in Motion walking event at Swiss Valley Park to engage in faith building at 10:00 am.

Treasurer Report: Jonathan Brown reported that there was a large increase in giving during February. The church is running a positive balance at the present time. Jonathan provided spread sheets to show the giving pattern over the year and also a chart comparison of pledged, what is actually needed, and what the actual income is. He will update it and put it on the church's website. There was a request to add actual expenses to the chart.

Financial Secretary Report: Ed Borchert stated that he did not have a report.

Old Business:

Church Roof: The City of Dubuque inspector and the mediator have not yet met. They are working on finalizing the costs for the roof. One of the items of contention is the replacement of the insulation. The insurance company is quoting an insulation that is not allowed by City code. It is anticipated that full replacement of the roof will be covered when this process is complete. It is hoped the roof could be replaced by late fall. Pastor Josh will ask Darrell Kalmes for an updated time frame.

Review of Covid 19 Directive: There are currently 35 seats available. At the last service only 9 attended. There are plenty of seats available, but many of the congregation are waiting until cases are lower and more people are vaccinated, or they are being polite and letting others come to service first. Because of the current Covid situation in Dubuque with case numbers falling and more vaccinations, it was decided to move from Phase 2 to Phase 3. At the current time there are 3 pews between groups. Phase 3 will open more pews for seating. We could also add people in the balcony and possibly under the balcony. A coffee hour would also be allowed after the service. Pastor Josh stated to have people under the

balcony, an air purifier would have to be either brought over from the office or purchased at a cost of around \$200. Amanda Matson moved that the church move to Phase 3. Jonathan Brown seconded. Motion passed. It was also stated that with more pews available, more people may attend service. Worship Committee will handle guidance on worship. However, singing will still not be allowed. It was decided to move to Phase 3 on Palm Sunday.

Budget Fundraising Ideas: Ideas presented included dad/daughter dance, mom/son dance, women's tea, church carnival, and stimulus check donation. Due to the current status of a positive budget, we do not need to pursue this at the present time.

New Business: None

Worship Committee:

Action Item: Organ Repair – The organ has pedal issues and sticking stops that will cost about \$5,000 to repair. The Worship Committee will be looking for undesignated funds and having a special appeal to cover this cost. Amanda Matson moved to accept the Worship Committee motion as put forth. Jason Duba seconded. Motion passed.

Action Item: Holy Week – Worship has recommended the following schedule for Holy Week:

- Palm Sunday – Reservations required, holy communion distributed, ushers and readers needed.
- Maundy Thursday – Only first communion recipients and their families will be at live service and will receive communion.
- Good Friday – Reservations for live service.
- Easter Sunday – Two Services at 8:30 and 11:00. Reservations required, holy communion will be distributed.

All services will also be live streamed. Communion will be available for pickup for the Easter services. The congregation will partake in communion in their pews. Ed Borchert motioned to accept Worship Committee's recommended schedule. Amanda Matson seconded. Motion carried.

Committee Reports: Committee reports were included in the Council Packet. Jason Duba motioned to accept the reports. Ed Borchert seconded. Motion passed.

Communications to Committees:

- 1) In person worship is lower than capacity. Seats are available.
- 2) Executive Committee is working on filling liaisons to the Stewardship, Buildings and Grounds and Secretary positions.
- 3) Council packet is placed on the church website after the council meetings.
- 4) Jonathan Brown's charts are showing that revenues are currently ahead of expenses.
- 5) The church is moving to Phase 3 of the Pandemic Reopening Directive.
- 6) Invitation for folks to consider donating their stimulus check if they are able.

Adam Eikamp adjourned the meeting at 8:07 pm. The Lord's Prayer was said by all members via Zoom.

Submitted by: Tami Ernster, Substitute Secretary

2021 HTLC Council Roster
 1755 Delhi St, Dubuque, IA 52001
 563-582-3228
 www.htlcdbq.com

President	Adam Eikamp	adameikamp@gmail.com	563-564-2819
Vice President	Amanda Matson	amanda.matson@gmail.com	563-564-3464
Secretary	Vacant		
Treasurer	Jonathan Brown	jobrown1950@gmail.com	563-580-1954
Financial Secretary	Ed Borchert	eborchert@aol.com	563-542-7913
Building & Grounds	Alex Beck	alex_beck001@yahoo.com	
Outreach	Gretchen Kueter	kueterchris@msn.com	563-590-0174
Worship	Terry Hoefflin	thoefflin@earthlink.net	563-542-6064
Stewardship	Vacant		
Family Ministry	Tami Ernster	djernster@mchsi.com	563-581-3448
Youth Representative	Lily Hoefflin	lhoefflin@earthlink.net	
Fellowship	Kate Stierman	kate_stierman@hotmail.com	563-582-4995
Noah's Ark	Jason Duba	jasonduba@gmail.com	509-385-2736
Pastor	Rev Josh Martyn	htlcdbqpastor@gmail.com	563-613-4337
Associate Pastor	Rev Derek Rosenstiel	associatepastorderek@gmail.com	608-556-0206
Youth & Family Minister	Sara McCaw	sara.mccaw@gmail.com	563-451-6874
Office Manager	Lorice Amlin	holytrinluth@gmail.com	563-582-3228
Noah's Ark Director	Jenifer Montgomery	Director@NoahsArkDBQ.com	563-557-8629
Zoom Link: https://zoom.us/j/696504258 Meeting ID: 696 504 258			

Holy Trinity Lutheran Church Council
Meeting Agenda via Zoom
March 16, 2021

6:30	Opening Devotions	Pastor Derek or Pastor Josh
6:35	Review and approve the meeting's agenda	Adam Eikamp
6:38	Pastor's report	Pastor Josh
6:48	Associate Pastor's report	Pastor Derek
6:56	Treasurer's report	Jonathan Brown
7:05	Financial Secretary report	Ed Borchert
7:25	BUSINESS	
	Old business	
	Roof update	
	Covid 19 update	
	Budget Fundraising ideas	
	New business	
7:45	COMMITTEE REPORTS AND ACTION ITEMS	
	Action Item: Worship Organ repair	
	Action Item: Worship Holy Week Services Recommendations	
	Personnel	Amanda Matson
	Building and Grounds	Alex Beck
	Fellowship	Vacant
	Stewardship	Vacant
	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	
	Communications to Committees: list four items	
8:00	ADJOURNMENT AND THE LORD'S PRAYER	

Holy Trinity Lutheran Church Council
Council Meeting Minutes
February 16, 2021

Attendance: Via Zoom, Council: Jonathan Brown, Jason Duba, Michele Faubel, Pastor Josh Martyn, Alex Beck, Amanda Matson, Pastor Derek Rosenstiel, Ed Borchert, Adam Eikamp, Terry Hoefflin, Tami Ernster, and Gretchen Kueter. Absent: Lilly Hoefflin, Kate Stierman

President Adam Eikamp called the meeting to order at 6:31 PM. Pastor Josh gave the devotions from a Lenten devotion called "Alert Living" from Luke 21:36.

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

The council made introductions since this was the first meeting for the newly elected members.

Gretchen Kueter moved to approve the minutes that were presented from the January 19, 2021 Council Meeting Minutes, January 20, 2021 Special Council Minutes, January 21, 2021 Special Council Minutes, February 2, 2021 Executive Council Minutes. Jonathan Brown seconded the motion. The motion carried.

Pastor's Report: Pastor Josh referenced his report, he welcomed back the returning council members and welcomed the new members. He talked over what the council retreat would look like. He also wants to go over what the roles for the council are, and to educate the congregation on what the council is responsible for. He will be on vacation from February 24th – March 2nd.

Action Item: Pastor Josh moved the following motion:

In order to permit Rev. Joshua Martyn to benefit from the provisions of Section 107 and 108 of the Internal Revenue Code of 1954, the council specifies that the total compensation paid to him during the fiscal year ended 2021 includes a housing allowance. Rev. Joshua Martyn estimates that he will spend \$40,000 during the year for housing expenses. Since such approval by the council would permit him to deduct that amount from his taxable income and has no further effect upon our congregation or budget, it was RESOLVED, That the total compensation of \$72,822 paid to Rev. Joshua Martyn includes a housing allowance of \$40,000.

Motion seconded by Gretchen Kueter. Motion Carried.

Associate Pastor's Report: Pastor Derek referenced his report. He has plans and goals for the new year.

Action Item: Pastor Derek moved the following motion:

In order to permit Rev. Derek Rosenstiel to benefit from the provisions of Section 107 and 108 of the Internal Revenue Code of 1954, the council specifies that the total compensation paid to him during the fiscal year ended 2021 includes a housing allowance. Rev. Derek Rosenstiel estimates that he will spend \$20,000 during the year for housing expenses. Since such approval by the council would permit him to deduct that amount from his taxable income and has no further effect upon our congregation or budget, it was RESOLVED, That the total compensation of \$55,508 paid to Rev. Derek Rosenstiel includes a housing allowance of \$20,000.

Motion seconded by Jason Duba. Motion Carried.

Treasurer Report: Jonathan is planning on doing a spreadsheet that is easier to read and understand for the congregation.

Financial Secretary: Nothing to report for the month.

Old Business:Review Directive of Covid 19, and the review of Covid 19 data along with church reopening discussion:

The council reviewed and discussed which data source the church is going to use to keep the church open for in person worship.

Action Item: Terry Hoefflin moved to propose the council and church to use the Dubuque County IDPH numbers and percentages. If the percentage is 15% or above, the council will reconsider closing the church. Alex Beck seconded the motion. Motion Carried.

If the number spikes over the 15% - a vote via email will go out to the council.

New Business:Planning for a pledge drive – how to handle the deficit:

Action item: Amanda Matson moved to have the finance committee propose some fundraising options that are inviting to the congregation before the next council meeting. Jason Duba seconded. Motion carried.

Action Item: Amanda Matson made an amendment to the original motion:

All committee night groups take a directive to work with the finance liaison on some fundraising options that are inviting to the congregation before the next council meeting. Jason Duba seconded. Motion carried.

Reconnect and Reestablish All Committee Night: The council wants to get back to all committee night on the 1st Tuesdays of the month via zoom. This will start March 2nd. The devotion will start at 6pm, the Meeting will be from 6:15 – 7:15, and then executive council will follow. All congregation members are invited to attend. There was a draft invitation that was made by Amanda Matson. Gretchen Kueter and Adam Eikamp will also help in the invitation to include all members.

Council Retreat and meeting: The council retreat will be March 6th from Noon to 3pm via zoom. The March council meeting will be March 16th at 6:30pm.

Committee Reports: The committee reports were included in the council packet. Terry Hoefflin moved to approve the committee reports, Alex Beck seconded. The motion carried.

Communications to Committees:

- 1) Reestablish All Committee Night
- 2) Fundraising and Budget Ideas
- 3) Pastor will be on vacation Feb 24 – March 2nd
- 4) 15% Positivity Rate for the possible reclosing of church.

Tami Ernster moved to adjourn the meeting at 8pm. Alex Beck 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

Pastor's Report 3/16

"You are the light of the world. A city built on a hill cannot be hid. ¹⁵No one after lighting a lamp puts it under the bushel basket, but on the lampstand, and it gives light to all in the house. ¹⁶In the same way, 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

Thank you all so much for attending the Council Retreat just the other week. I know it was long and grueling, but I hope you all were able to see the ways we all can work together as outlined in the guiding documents. I want to lift up C12.03.b as this will be one of our focuses for the next several months. "To seek to involve all members of this congregation in worship, learning, witness, service, and support." Within the office we are reaching out to people through phone calls, visits, Bridge emails, Tidings newsletter, Website, verbal announcements on Sunday's, and mailings. The staff is continually getting information out to people in the congregation, and as you know there is still more to do to get the information out. As outlined in the constitution this is where the council joins the staff in helping to get the information out to the congregation. During the next few months, reach out and call people from the directory to see how they are doing and share what is going on at HTLC. This is a great way for the council to build relationships in the community and for the community to get to know the council. You all truly are amazing faith filled leaders and I truly look forward to working with you as we bring our community back together and further Christ's mission to love and serve all.

We began our mid-week Lenten worship services and things have been going well. The theme of our worship series is "God's Love is Shown." We are exploring and understanding God's compassionate, steadfast, enriching, living, Holy love for us and all creation. If you have not yet attended online, I invite you to join us on Wednesday at 7:00pm on our YouTube Channel.

This past week Al Pline stepped down from serving as the Maintenance Manager. Buildings and Grounds will be working with the personnel team to determine how to proceed forward in filling this position.

I appreciate the time away with my family. It was a much-needed time with my family as we have been going through some struggles ourselves. This was a great time coming together and reminding ourselves the importance of family.

Looking Forward:

Currently we are finishing up our mid-week Lenten worship series and preparing for Holy Week and Easter. The worship committee is lifting up some recommendations to the council for discussion on how to safely conduct our Holy Week and Easter services and I invite you to please review those requests.

Currently we have seven pews that are open each Sunday for in-person worshipers and approximately 10 people (including ushers, musician, and pastor) have been attending. I have been hearing from individuals in the congregation say that they will attend in person as soon as they receive both doses of the vaccine, as well as some who are not signing up because they do not want to take the spot from someone else. I am hopeful that as we continue to open more pews as outlined in the directive, more and more individuals will be comfortable and ready to come back to in-person worship.

I continue my monthly visitations and phone calls and plan to continue to reach out to members of the congregation. We have our coffee hour after worship service on Sunday and continue to have 12-15 sign-ins (each sign-in has 1-2 people). It has been a gift to spend time

with these individuals sharing our highs and lows and lifting each other up in prayer. We are continuing our Confirmation and Bible Explorer programs for the youth on Wednesday's, as well as the Adult Education on Thursday's, and are in the process of developing more opportunities for members to come together.

Currently Bill O'Dell, Mary Emily Duba, and Marta Spangler have agreed to serve on the Fellowship Team. I currently have three more people thinking about joining and hope to hear from them soon. The Fellowship Team is coming together and look forward to our first meeting.

Attached to this report is the document outlining how Pastor Derek and I have divided the pastoral duties. If you have any questions please let me know.

I cannot thank you all enough for your willingness to serve God and further the mission of Jesus Christ here at Holy Trinity. If you have any questions or concerns, please let me know

Peace in Christ,
Pastor Josh

Pastor Derek

Hospital Visitations

- Tuesday, Thursday, Friday, Sunday

Shut-In Visitation

- Every other month

Committee Representative

- Outreach
- Worship
- Stephen Ministry

Specialized Areas of Responsibility

- Outreach
- Small group ministry Coordinator
- Shut-In List Coordinator

Shared Ministry

Alternate

- Advent/Christmas and Lent/Easter
- Newsletter Article
- Weddings and funerals will be assigned based on schedule and preaching schedule
- Resource for Reconciled in Christ Team

Pastor Josh

Hospital Visitation

- Monday, Wednesday, Saturday, Sunday

Shut-In Visitation

- Every other month

Committee Representative

- Buildings and Grounds
- Parish Ed/Family Ministry
 - o Working with High School Youth Group
- Noah's Ark Board
- Stewardship
- Fellowship

Specialized Areas of Responsibility

- Point of Contact for Weddings and Funerals
- Office Administrator
- Council and Exec Team Training
- Small Group Ministry Assist
- Preaching Schedule
- Resource for Reconciled in Christ Team
- Oversee Pastors Emergency Fund

Shared Ministry

Alternate

- o Advent/Christmas and Lent/Easter
- o Newsletter Article
- o Weddings and funerals will be assigned based on schedule and preaching schedule

*I won't look too far ahead
It's too much for me to take
But break it down to this next breath, this next step
This next choice is one that I can make
So I'll walk through this night
Stumbling blindly toward the light
And do the next right thing
And, with it done, what comes then?
When it's clear that everything will never be the same again
Then I'll make the choice to hear that voice
And do the next right thing*

The Next Right Thing by Kristen Anderson-Lopez & Robert Lopez (Frozen II)

Spring is in the air and our most central celebration as a community of faith (Easter) is fast approaching. I don't know about you, but this time of year is a time I feel a sense of renewed energy and new life "springing" up within me. Easter Sunday is the day we are called to focus all of who we are, our worship, our hearts, and our spirits, on the new life and eternal joy we have been gifted with by God in Christ. It is a time to lay claim to the unexpected possibilities and blessings that God is delivering to us in all times and in so many ways! This is the space and the mindset that I am working hard to hold myself in during this time, and I pray the beautiful power of the Spirit is moving you towards as well.

The lyrics I topped of this report with are from the movie Frozen II, which we as a family absolutely adore. Not only does it have an absolutely beautiful message about what powerful sisterhood can accomplish but it also speaks to me about doing the hard work and taking the little steps that it takes to live more fully into who you are and were created to be. We have all been through a whole lot this last year. Not only that but the difficult journey is not over yet is it? Yet, as Anna from Frozen sings, it is not helpful to focus our minds on what we have lost or what we yearn to "get back to" in this time. I believe the words from this song ring so true – "When it's clear that everything will never be the same again - then I'll make the choice to hear that voice and do the next right thing."

Maybe these words echo with your own experiences in life, but I am choosing to focus my ministry on going ahead and as I reflect back on the past month. Last month, the signs of new life have sprung up in our community of faith in so many ways. A new council has joined together for the stewarding of the life and mission of our beloved community this next year. We have begun to gather together safely and gradually "in the flesh" for worship again. Various ministry teams have in the works lots of new and exciting ministries for this next year! A breath and wind of new life has begun to stir among us, and I pray that we all will take it in deeply and ride on this movement of the Spirit and where God is calling us into for this next year together in faith! So many beautiful signs of new life to give thanks to God for!

As I write this report, I am preparing for the second half of my professional training in the art of community organizing with the Organizing for Mission network (OFMn) which I spoke of in one of my past reports as I took part in the first half of it. Please ask me about this and how I see it both empowering my personal ministry as well building up ministries within our community of faith. Our staff and ministry teams will be starting up some new as well as renewed small group ministries this Spring and I hope y'all will tap into them. One I am excited about is called ***Faith in Motion***, where we will be looking at ways to connect our lives of faith in a more wholistic way (mind, body, heart, spirit). This ministry will offer opportunities for

people to gather in parks and various other settings to make connections with other siblings in Christ as well and practice connecting their faith in a more embodied way – through prayer, song, walks, hikes, runs, yoga, and various other ways the groups dream up together. We also plan to renew *The Well* ministry so people can safely gather back together for faith conversation while enjoying fellowship time together. We will be looking at places we can gather outside for that in the warmer months ahead.

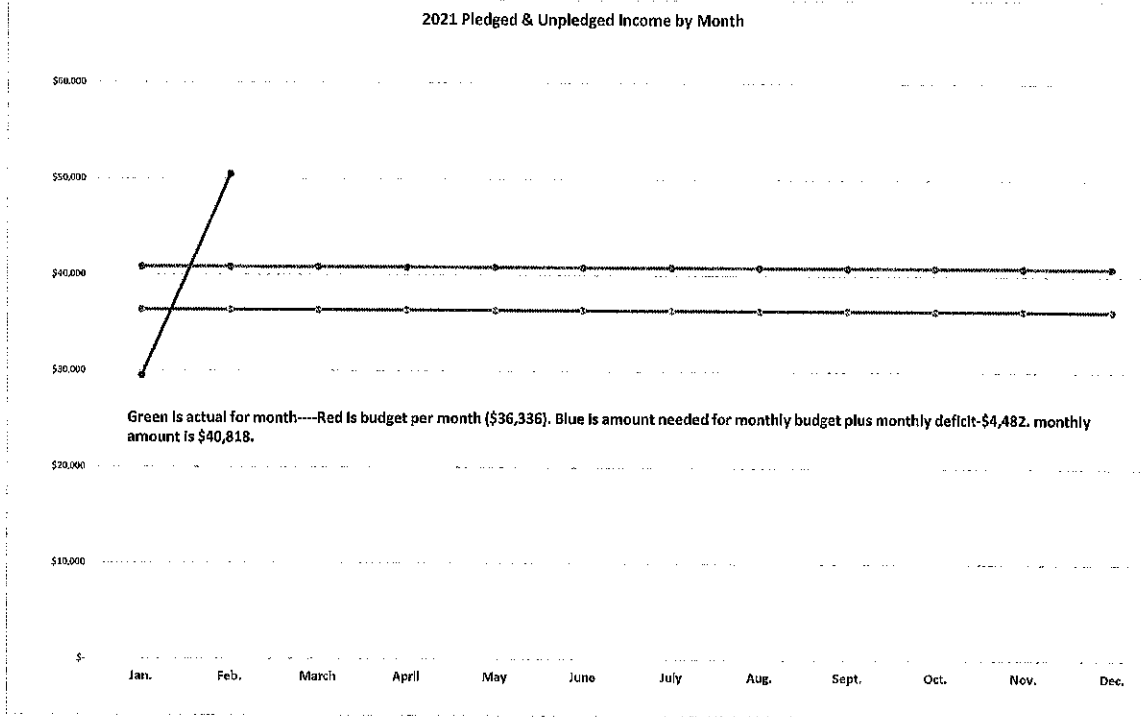
In the place of new life and eternal hope which we are invited into by God in Christ – it is my prayer that the Holy Spirit will work within our community and within each of our lives to carry us into a new chapter of life this next year. We are indeed Easter people always! This gives us the hope, the joy, and the courage to take our next breath and take the next step focused on doing the next right thing for our lives as followers of the risen One! Blessings to you this coming Easter, beloved of God! Please reach out to me anytime for conversation about this report or anything at all!

In Christ,
DGR (Pastor Derek)

Bud. By Month

2021 Pledged & Unpledged Income by month

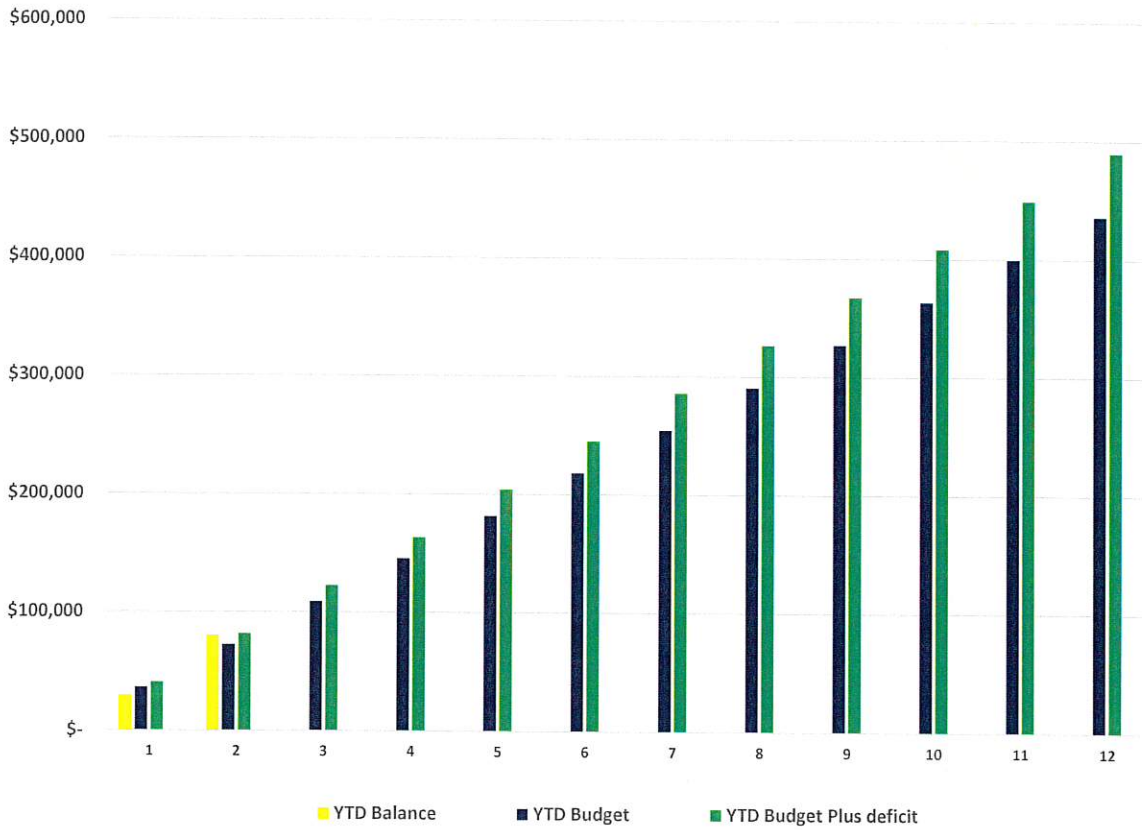
	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
	\$ 29,532	\$ 50,455										
Bud. By Month	\$ 36,336	\$ 36,336	\$ 36,336	\$ 36,336	\$ 36,336	\$ 36,336	\$ 36,336	\$ 36,336	\$ 36,336	\$ 36,336	\$ 36,336	\$ 36,336
Bud. Plus Deficit	\$ 40,818	\$ 40,818	\$ 40,818	\$ 40,818	\$ 40,818	\$ 40,818	\$ 40,818	\$ 40,818	\$ 40,818	\$ 40,818	\$ 40,818	\$ 40,818



2021 Pledged & Unpledged Giving by YTD

	Jan.	Feb.	Mar.	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
YTD Balance	\$ 29,532	\$ 80,287										
YTD Budget	\$ 36,336	\$ 72,672	\$ 109,008	\$ 145,344	\$ 181,680	\$ 218,016	\$ 254,352	\$ 290,688	\$ 327,024	\$ 363,360	\$ 399,696	\$ 436,032
YTD Budget Plus deficit	\$ 40,818	\$ 81,636	\$ 122,454	\$ 163,272	\$ 204,090	\$ 244,908	\$ 285,726	\$ 326,544	\$ 367,362	\$ 408,180	\$ 448,998	\$ 489,816

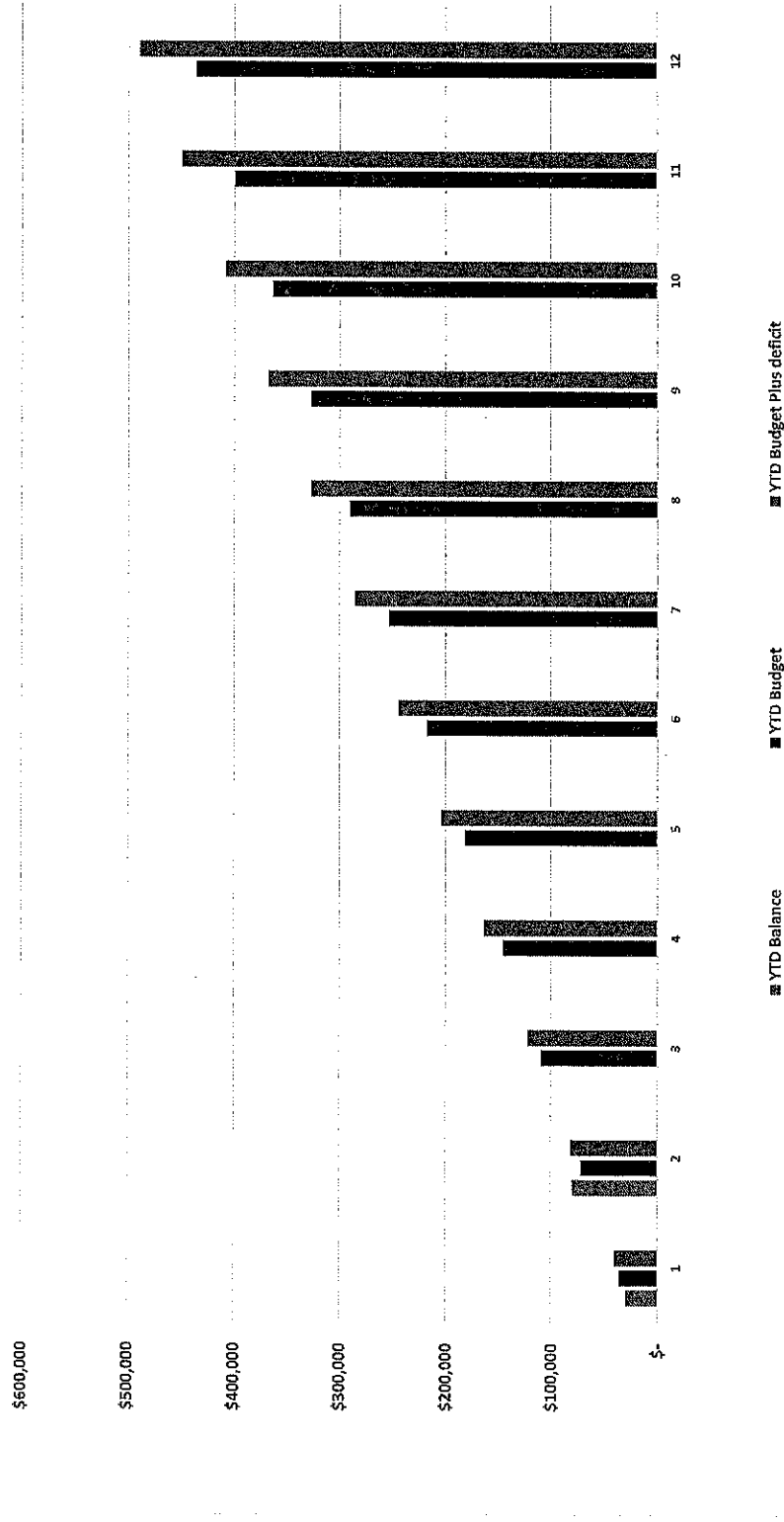
2021 YTD Balance, Budget & Plus Deficit Pledged & Unpledged Income



2021 Pledged & Unpledged giving by YTD

	Jan.	Feb.	Mar.	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
YTD Balance	\$ 29,532	\$ 80,287										
YTD Budget	\$ 36,336	\$ 72,672	\$ 109,008	\$ 145,344	\$ 181,680	\$ 218,016	\$ 254,352	\$ 290,688	\$ 327,024	\$ 363,360	\$ 399,696	\$ 436,032
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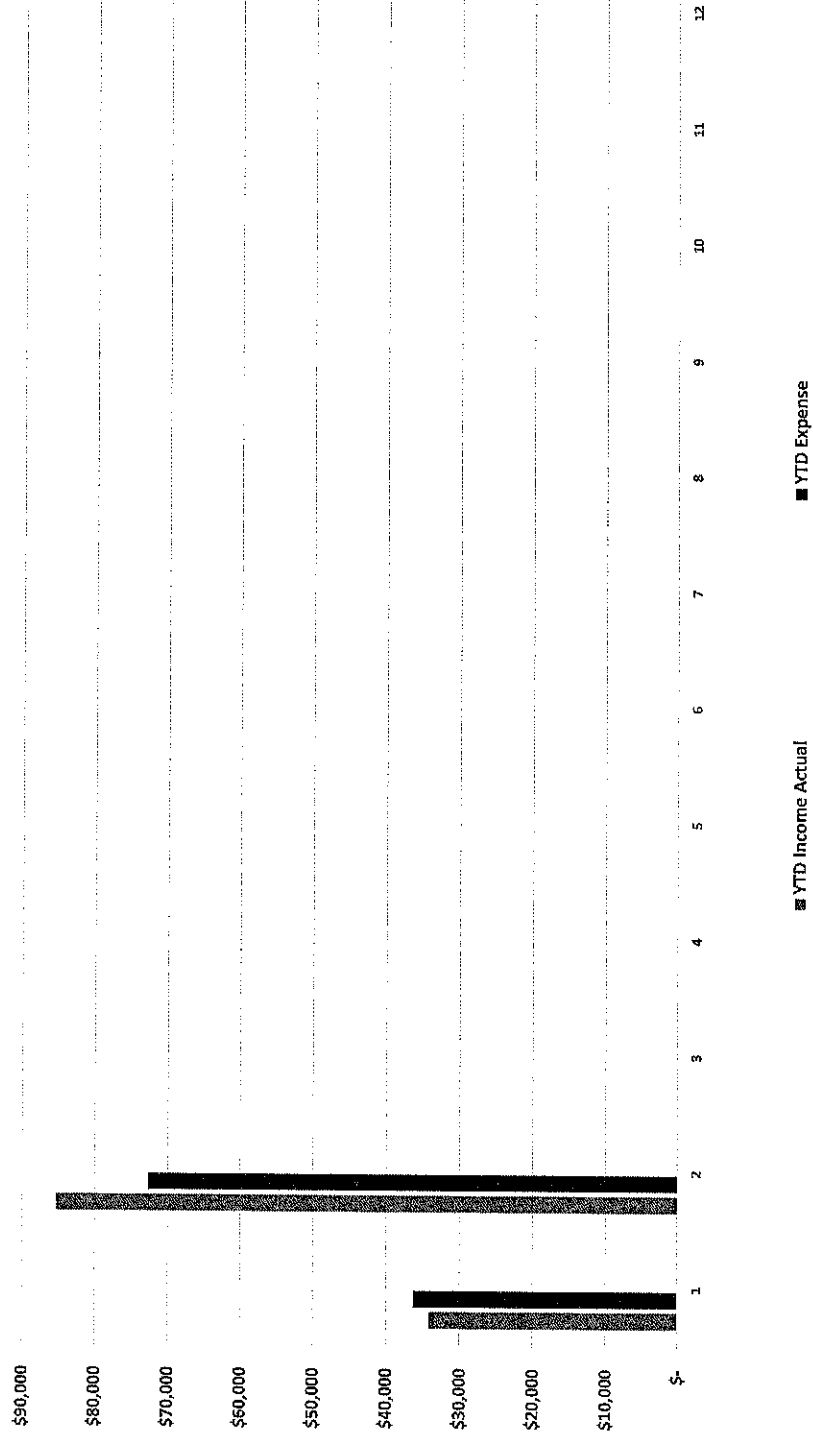
2021 YTD Balance, Budget & Plus Deficit Pledged & Unpledged Income



2021 Income & Expense by YTD

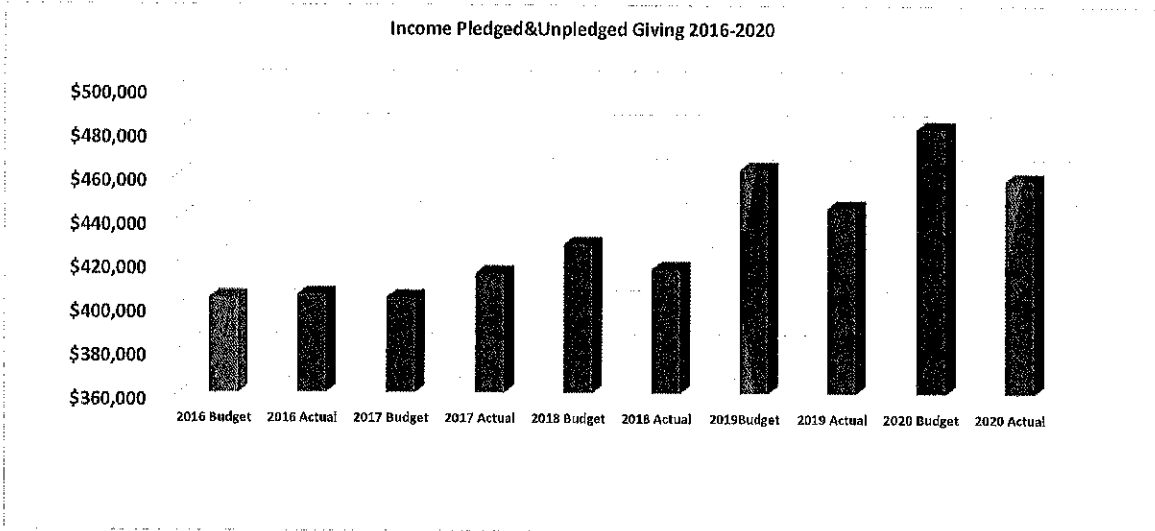
	Jan.	Feb.	Mar.	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
YTD Income Actual	\$ 34,150	\$ 85,280										
YTD Expense	\$ 36,986	\$ 72,672										

2021 YTD Income vs Expense- Actual



Pledged&Unpledged giving

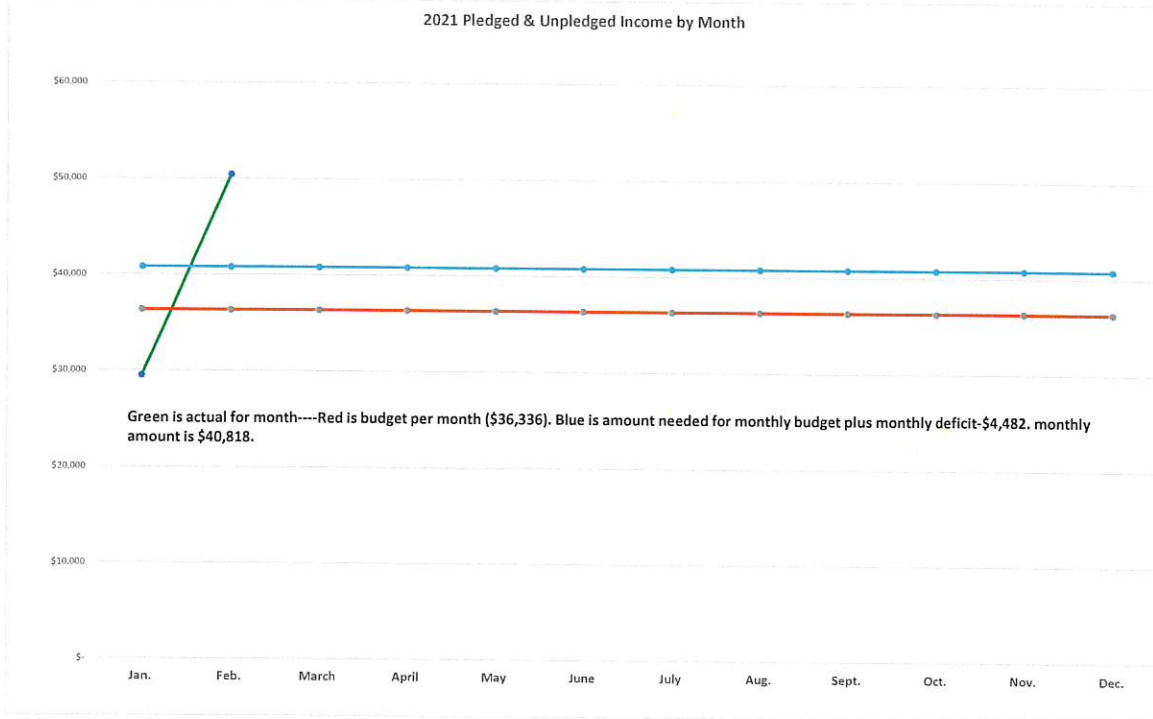
2016 Budget	2016 Actual	2017 Budget	2017 Actual	2018 Budget	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 Actual
\$ 403,189	\$ 404,772	\$ 403,255	\$ 414,591	\$ 427,838	\$ 416,596	\$ 462,171	\$ 444,769	\$ 480,839	\$ 457,239



Bud. By Month

2021 Pledged & Unpledged Income by month

	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
	\$ 29,532	\$ 50,455										
Bud. By Month	\$ 36,336	\$ 36,336	\$ 36,336	\$ 36,336	\$ 36,336	\$ 36,336	\$ 36,336	\$ 36,336	\$ 36,336	\$ 36,336	\$ 36,336	\$ 36,336
Bud. Plus Deficit	\$ 40,818	\$ 40,818	\$ 40,818	\$ 40,818	\$ 40,818	\$ 40,818	\$ 40,818	\$ 40,818	\$ 40,818	\$ 40,818	\$ 40,818	\$ 40,818



2021 Pledged & Unpledged

	Jan.	Feb.	Mar.	April	May	June
YTD Balance	\$ 29,532	\$ 80,287				
YTD Budget	\$ 36,336	\$ 72,672	\$ 109,008	\$ 145,344	\$ 181,680	\$ 218,016
YTD Budget Plus deficit	\$ 40,818	\$ 81,636	\$ 122,454	\$ 163,272	\$ 204,090	\$ 244,908

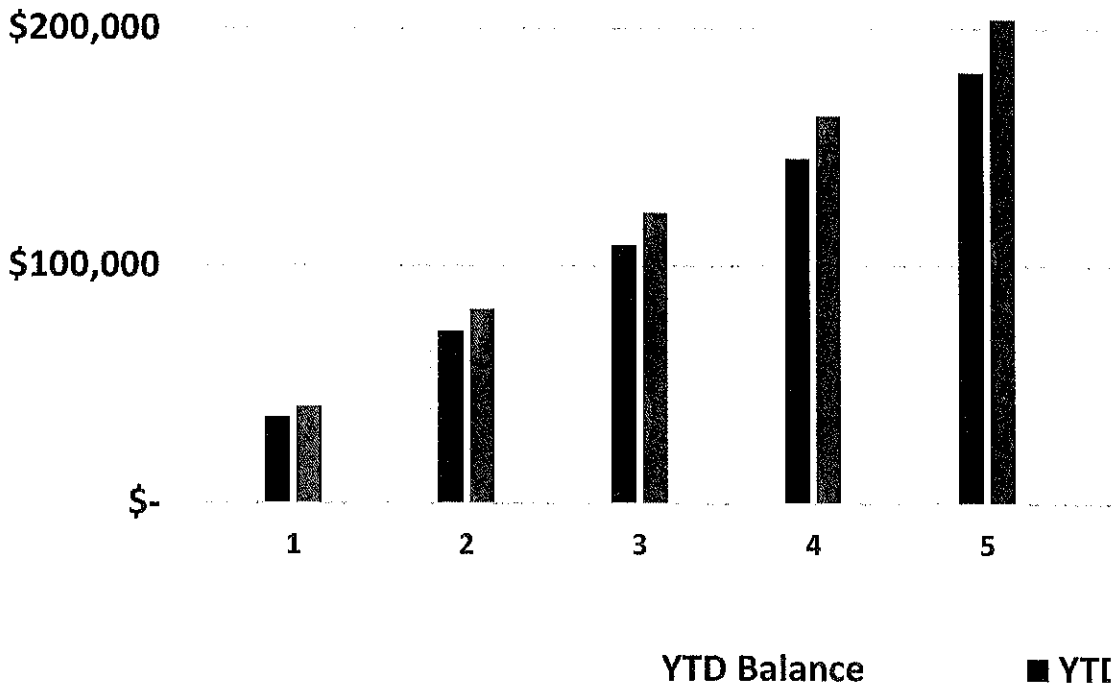
2021 YTD Balance, Budget & Plus Deficit F

\$600,000

\$500,000

\$400,000

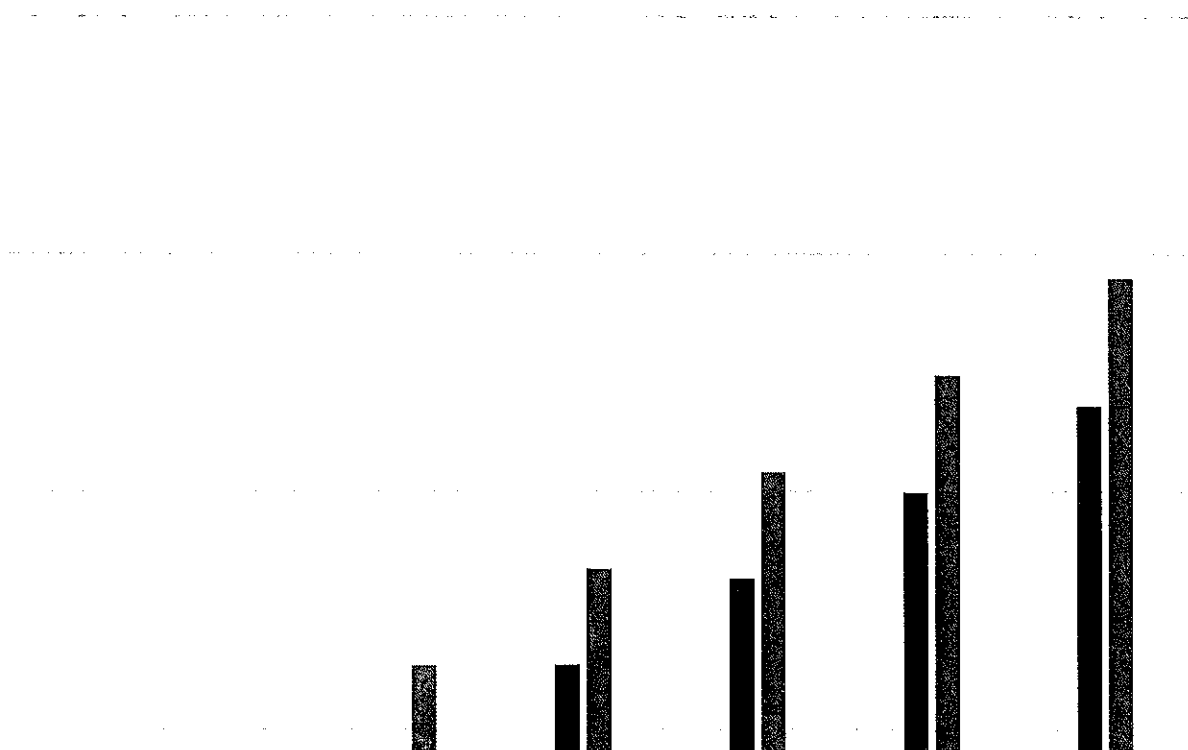
\$300,000

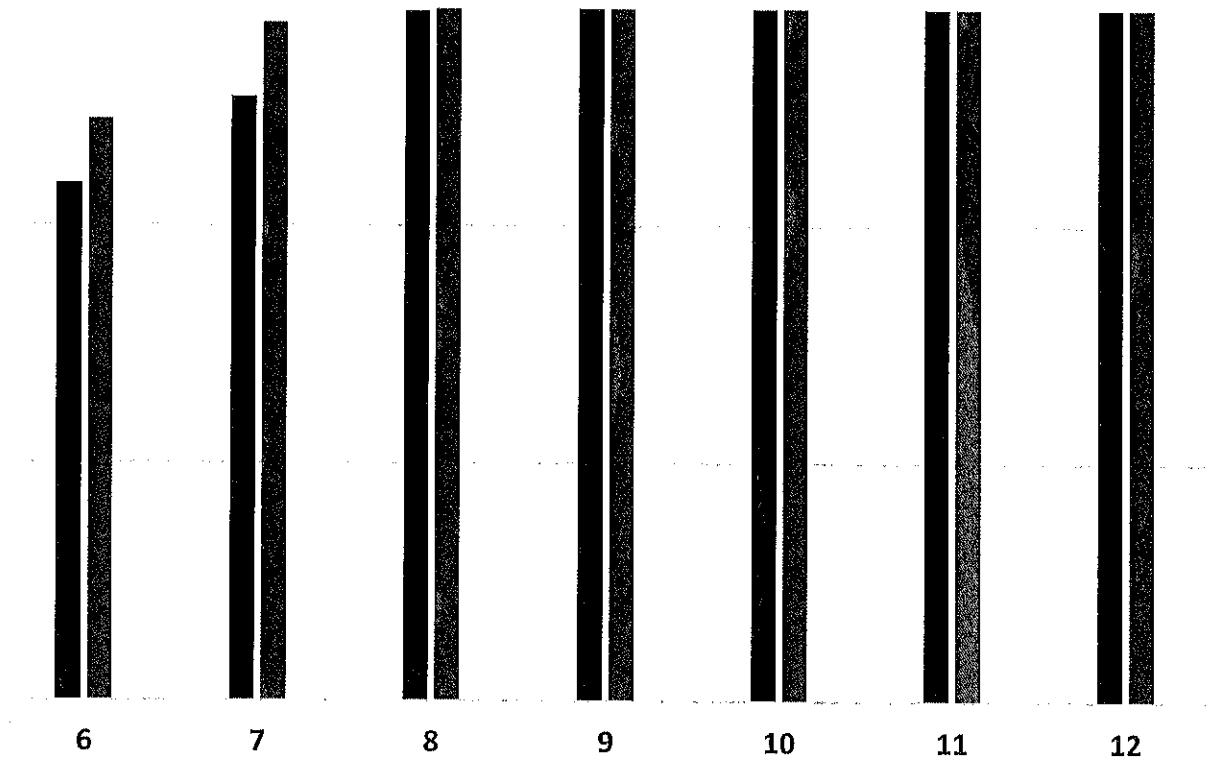


Giving by YTD

July	Aug.	Sept.	Oct.	Nov.	Dec.
\$ 254,352	\$ 290,688	\$ 327,024	\$ 363,360	\$ 399,696	\$ 436,032
\$ 285,726	\$ 326,544	\$ 367,362	\$ 408,180	\$ 448,998	\$ 489,816

Pledged & Unpledged Income





○ Budget

■ YTD Budget Plus deficit

Holy Trinity Lutheran Church - Dubuque - Dubuque IA
Balance Sheet as of February 28, 2021

Thursday, March 11, 2021 1:31 PM

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YTD Balance

Account #	Account Name	Beginning Balance	YTD Balance
Assets			
1.100.000	General Operating Checking	45,250.29	53,243.99
1.100.035	Designated Funds Checking	119,752.15	114,888.71
1.100.045	Noah's Ark Operating Checking	47,625.35	32,172.16
	Total Current Assets	\$212,627.79	\$200,304.86
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	\$3,505,532.09	\$3,493,209.16
Liabilities			
2.000.000	Accounts Payable/Vendors	1,078.01	1,595.41
	Total Accounts Payable	\$1,078.01	\$1,595.41
	Total Liabilities	\$1,078.01	\$1,595.41
Fund Balance			
3.000.000	Noah's Ark Operating Checkbook	47,625.35	32,172.16
3.001.000	General Operating Checkbook	44,172.28	51,648.58
	Total Operating Fund	\$91,797.63	\$83,820.74
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	119,752.15	114,888.71
	Total Fund Balance	\$3,504,454.08	\$3,491,613.75
	Total Liabilities and Fund Balance	\$3,505,532.09	\$3,493,209.16

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Account #	Account Name	Beg Balance	Receipts	Disbursements	Transfers/JE's	End Balance
3.100.000	<i>Designated (& Restricted) Checkbook</i>					
3.003.000	Music Dept Fund	0.00	0.00	0.00	0.00	0.00
3.004.000	Designated Checking Interest Fund	9.45	4.48	0.00	0.00	13.93
3.005.000	Fellowship Events Fund	400.00	0.00	0.00	0.00	400.00
3.007.000	Roof Fund	59,937.91	0.00	0.00	0.00	59,937.91
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	1,436.35	0.00	0.00	0.00	1,436.35
3.012.000	Dubuque Dream Center Balance	0.00	75.00	0.00	0.00	75.00
3.014.000	Neighborhood Patio Events Balance	250.00	0.00	0.00	0.00	250.00
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	0.00	0.00	0.00	0.00	0.00
3.018.000	Free Wash Balance	250.00	0.00	0.00	0.00	250.00
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	0.00	35.00	0.00	0.00	35.00
3.040.003	Presentation Lantern Center Fund Balance	0.00	75.00	0.00	0.00	75.00
3.040.005	Misc I/O	0.00	0.00	0.00	0.00	0.00
3.040.010	Staff Reimbursement	0.00	0.00	0.00	0.00	0.00
3.040.012	Sunday School Supply Fund Balance	0.00	0.00	0.00	0.00	0.00
3.040.013	Benevity Community Fund (Boy Scout Troop #51)	0.00	280.00	280.00	0.00	0.00
3.040.015	Reconciled In Christ Task Force Balance	129.67	0.00	0.00	0.00	129.67
3.040.019	On-line Giving Page Balance	300.00	0.00	0.00	0.00	300.00
3.040.020	Payroll Protection Program Fund Balance	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	50.00	0.00	0.00	50.00
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

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Account #	Account Name	Beg Balance	Receipts	Disbursements	Transfers/JE's	End Balance
3.041.007	Hunger Outreach Balance	6,524.53	230.00	0.00	0.00	6,754.53
3.041.009	Rescue Mission	0.00	50.00	0.00	0.00	50.00
3.041.010	Food Pantry DBQ	0.00	50.00	0.00	0.00	50.00
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
3.041.014	St. Mark's Community Center	0.00	0.00	0.00	0.00	0.00
3.041.016	Luther Manor Residences	0.00	50.00	0.00	0.00	50.00
3.041.019	LSI Mission	0.00	120.00	120.00	0.00	0.00
3.041.021	St. John's Guest House	0.00	100.00	0.00	0.00	100.00
3.041.022	Pastor's Emergency Fund	4,435.31	420.00	915.21	0.00	3,940.10
3.041.023	Sunday School Offering	0.00	0.00	0.00	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	60.00	0.00	0.00	60.00
3.041.027	Crescent Community Health Center	0.00	0.00	0.00	0.00	0.00
3.041.028	Quilters Fund Balance	765.53	0.00	0.00	0.00	765.53
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 Chaplaincy Outreach	0.00	75.00	75.00	0.00	0.00
3.041.034	Opening Doors Women's Shelter Offering	0.00	100.00	0.00	0.00	100.00
3.041.038	Christmas Gift Outreach Balance	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	0.00	0.00	0.00	0.00	0.00
3.045.000	Sabbatical Leave Fund	7,499.91	0.00	0.00	0.00	7,499.91
3.050.000	Green Team Sponsorship	0.00	0.00	0.00	0.00	0.00
3.053.000	Family Ministry Fund	9,429.94	44.00	0.00	0.00	9,473.94
3.066.000	Noah's Ark Reserv Fund	793.79	0.00	0.00	0.00	793.79
3.100.002	Phyllis Cooper Memorial	115.00	0.00	0.00	0.00	115.00
3.100.005	Pastor Curtis Miller Memorial Balance	20.00	0.00	0.00	0.00	20.00
3.100.006	Fran Kringle Memorial - Stephen Ministry	0.00	0.00	0.00	0.00	0.00
3.100.011	William Collings Memorial	125.00	0.00	0.00	0.00	125.00
3.100.014	Irene Jecklin Memorial - HTLC General Use Balance	9,705.00	0.00	1,000.00	0.00	8,705.00
3.100.015	Basant Persaud Memorial Balance	1,225.00	200.00	0.00	0.00	1,425.00

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Account #	Account Name	Beg Balance	Receipts	Disbursements	Transfers/IE's	Page 3 of 3 End Balance
3-100.017	Don Hamill Memorial - Stephen Ministry	0.00	0.00	0.00	0.00	0.00
3-500.000	Prepaid Pledge Balance	12,333.75	0.00	666.25	0.00	11,667.50
Total		<u>\$115,926.69</u>	<u>\$2,018.48</u>	<u>\$3,056.46</u>	<u>\$0.00</u>	<u>\$114,888.71</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	50,455.23	80,286.96*	72,672.00	436,037.00	355,750.04
4.100.001	Loose Plate	100.00	350.00	626.00	3,750.00	3,400.00
4.100.002	Seasonal	0.00	0.00	166.00	1,000.00	1,000.00
4.100.004	Interest Income	1.40	2.74*	2.00	20.00	17.26
4.100.005	Transfer from Telephone & Internet	0.00	0.00			
4.100.006	Church Use Income	0.00	360.00*	0.00	0.00	(360.00)
4.100.007	Transfer from NA for Internet/phone	0.00	0.00	270.00	1,620.00	1,620.00
4.100.008	HTLC Foundation Fund	0.00	0.00			
4.100.009	Misc General Income	0.00	0.00	0.00	0.00	0.00
4.100.012	Community Foundation Fund	0.00	0.00			
4.100.013	Transfer from Zero Balance Account	49.11	49.11*	0.00	0.00	(49.11)
4.100.015	Transfer from Designated LFC Internal Improvements	0.00	0.00			
4.100.016	Admin Income	24.79	49.58*	0.00	0.00	(49.58)
4.100.017	Transfer from Noah's Ark for Custodial Services	0.00	0.00	0.00	0.00	0.00
4.100.018	Transfer from PPP Designated Acct	0.00	0.00			
4.100.019	Transfer from Continue the Call	0.00	0.00	0.00	0.00	0.00
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	500.00	3,000.00	3,000.00
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	0.00	0.00	0.00	0.00
4.100.027	Transfer from Ora Gremmels	0.00	0.00			
4.100.030	Parish Ed Income	0.00	0.00	0.00	0.00	0.00
4.100.031	Family Ministry Income	0.00	30.00*	4.00	30.00	0.00
4.100.032	Outreach Income	0.00	0.00	14.00	86.00	86.00
4.100.033	Worship Income	500.00	1,183.00*	68.00	413.00	(770.00)
4.100.034	Fellowship Income	0.00	696.30*	116.00	696.00	(0.30)
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	0.00	0.00	0.00
4.100.038	Caring Ministry Income	0.00	272.41*	46.00	272.00	(0.41)
4.100.039	Transfer from Irene Jecklin Memorial Fund	1,000.00	2,000.00*	1,780.00	10,680.00	8,680.00
	Total General Fund Giving	\$52,130.53	\$85,280.10*	\$76,264.00	\$457,604.00	\$372,323.90
	Total Income	\$52,130.53	\$85,280.10	\$76,264.00	\$457,604.00	\$372,323.90
Expense						
5.100.000	Line of Credit Interest Expense	0.00	0.00	100.00	600.00	600.00
5.100.002	Monthly internet subscriptions	101.60	101.60	730.00	4,382.00	4,280.40
5.100.003	Admin - Copier + paper	482.00	964.00	964.00	5,784.00	4,820.00
5.100.004	Hardware	0.00	0.00	334.00	2,000.00	2,000.00
5.100.005	Admin - Office Supplies	155.44	538.75	1,234.00	7,400.00	6,861.25
5.100.006	Admin - Pastor Discretionary	0.00	0.00			
5.100.007	Admin - Postage	63.91	598.71*	84.00	500.00	(98.71)
5.100.008	Admin - Printed Material	74.95	144.85	200.00	1,200.00	1,055.15

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Account #	Account Name	Period Activity	YTD Balance	Budget YTD	Annual Budget	Annual Budget Remaining
5.100.009	Software purchase/Install/Maintenance	183.61	461.90*	166.00	1,000.00	538.10
5.100.010	Meetings Misc. expense	0.00	153.99*	0.00	0.00	(153.99)
5.100.011	Credit Card Fees	5.76	13.28	140.00	840.00	826.72
5.100.012	Staff Mileage	45.85	45.85*	28.00	167.00	121.15
5.100.013	Transfer to Sabbatical Leave	0.00	0.00			
5.100.015	Admin - Kitchen Supplies	0.00	0.00	60.00	360.00	360.00
5.100.016	Fall Theological Conference	0.00	0.00	66.00	400.00	400.00
5.100.017	Synod Assembly Registration	0.00	0.00	250.00	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	0.00	0.00	0.00
5.100.025	Designated Credit Card Fees Expense	0.00	0.00	10.00	60.00	60.00
5.100.029	Background Check	0.00	0.00	20.00	120.00	120.00
5.100.030	Misc. - books/training materials	0.00	0.00	180.00	1,080.00	1,080.00
5.100.031	HK Payroll Services	53.40	200.82*	172.00	1,030.00	829.18
5.100.032	Financial Software Review	0.00	0.00			
5.140.004	Copy Machine leased @ 5 years	0.00	0.00	0.00	0.00	0.00
	Total Administration Expense	\$1,166.52	\$3,223.75	\$4,738.00	\$28,423.00	\$25,199.25
5.105.000	Fellowship Expense	0.00	0.00	84.00	500.00	500.00
	Total Fellowship Expense	\$0.00	\$0.00	\$84.00	\$500.00	\$500.00
5.115.000	Outreach - Advertising	0.00	0.00	84.00	500.00	500.00
5.115.001	Banners	0.00	0.00	54.00	325.00	325.00
	Total Outreach Exp	\$0.00	\$0.00	\$138.00	\$825.00	\$825.00
5.120.003	CMB - ELCA Synod	3,268.92	6,537.84*	5,814.00	34,883.00	28,345.16
5.120.011	CMB - Missionary Sponsorship	228.75	457.50*	450.00	2,700.00	2,242.50
5.120.013	CMB - Rescue Mission	0.00	0.00			
5.120.020	CMB - EWALU Support	58.33	116.66*	116.00	700.00	583.34
	Total Church Missions Expense	\$3,556.00	\$7,112.00*	\$6,380.00	\$38,283.00	\$31,171.00
5.120.030	Stewardship - Postage/Supplies	589.21	589.21*	250.00	1,500.00	910.79
5.120.031	Green Team	0.00	0.00	30.00	180.00	180.00
	Total Stewardship Expense	\$589.21	\$589.21*	\$280.00	\$1,680.00	\$1,090.79
5.130.002	9th Grade Confirmation Dinner	0.00	0.00	58.00	350.00	350.00
5.130.003	Confirmation Curr and Supp	0.00	0.00	66.00	400.00	400.00
5.130.004	6th, 7th and 8th Conf. Retreat	0.00	0.00	166.00	1,000.00	1,000.00
5.130.005	Splash Material	0.00	0.00	84.00	500.00	500.00
5.130.006	Gift Bibles	0.00	106.45*	66.00	400.00	293.55
5.130.011	Adult Education	0.00	0.00	34.00	200.00	200.00
5.130.012	Sunday School Curriculum	71.78	128.68	188.00	1,125.00	996.32
5.130.013	Youth Education	0.00	0.00	26.00	150.00	150.00
5.130.014	Youth Gathering	0.00	0.00	34.00	200.00	200.00
5.130.015	Camps	0.00	0.00	166.00	1,000.00	1,000.00
5.130.016	VBS	0.00	0.00	150.00	900.00	900.00
5.130.030	1st Communion Supplies	0.00	0.00	50.00	300.00	300.00
5.130.031	Teacher Appreciation	0.00	0.00	20.00	125.00	125.00
5.130.032	Children Sermons/Worship	0.00	0.00	40.00	240.00	240.00
	Total Parish Education Expense	\$71.78	\$235.13	\$1,148.00	\$6,890.00	\$6,654.87
5.140.000	Church Disinfectant system	0.00	0.00	334.00	2,000.00	2,000.00
5.140.001	Property - Custodial Supplies	218.37	252.50	750.00	4,500.00	4,247.50
5.140.002	Property - Electricity	1,172.47	2,279.16	2,500.00	15,000.00	12,720.84
5.140.003	Property - Insurance	0.00	2,146.50*	1,806.00	10,841.00	8,694.50
5.140.005	Property - M/R Grounds Church	93.75	93.75	566.00	3,400.00	3,306.25

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Account #	Account Name	Period Activity	YTD Balance	Budget YTD	Annual Budget	Annual Budget Remaining
5.140.006	Property - Natural Gas	988.38	1,865.63*	1,166.00	7,000.00	5,134.37
5.140.007	Property - Outside Ground Care	0.00	0.00	500.00	3,000.00	3,000.00
5.140.008	HVAC	0.00	(1,380.00)	166.00	1,000.00	2,380.00
5.140.009	Property - Telephone	313.69	313.69	926.00	5,550.00	5,236.31
5.140.010	M/R Church Sanctuary & Property	684.80	1,396.32*	334.00	2,000.00	603.68
5.140.011	Property - Water	204.57	358.25*	334.00	2,000.00	1,641.75
5.140.012	Waste Disposal (Dittmer)	110.00	220.00	250.00	1,500.00	1,280.00
5.140.013	Fire Extinguishers (DBQ Fire)	0.00	0.00	50.00	300.00	300.00
5.140.014	Ansul Kitchen Hood Cleaning & Insp.	0.00	0.00	50.00	300.00	300.00
5.140.015	FOG inspection (City) every 6 months	0.00	0.00	58.00	350.00	350.00
5.140.016	Sprinkler Backflow test 4' lines	0.00	0.00	46.00	275.00	275.00
5.140.017	Sprinkler Backflow test 2' & 3/4" lines	0.00	0.00	32.00	195.00	195.00
5.140.018	Elevator Safety Test	0.00	0.00	108.00	650.00	650.00
5.140.019	Snow Removal	0.00	0.00	334.00	2,000.00	2,000.00
5.140.020	2019 Office Water Damage	0.00	0.00			
5.140.021	Telephone & Internet Set-Up	0.00	0.00			
5.140.028	Fire Alarm System	0.00	0.00	100.00	600.00	600.00
5.140.030	Delhi St. sidewalk repair	0.00	0.00			
5.140.031	Ora Gremmel's Funded Expenses	0.00	0.00			
5.140.032	LFC - Lighting	0.00	0.00	0.00	0.00	0.00
5.140.033	Univ. Ave. Parcell #1026212004 - Taxes	0.00	0.00			
5.140.035	Sanctuary - loop system repair	0.00	0.00	250.00	1,500.00	1,500.00
5.140.037	Alley Way Improvements	0.00	0.00	0.00	0.00	0.00
5.140.039	Sound System Oper Exp	0.00	0.00			
	Total Building & Grounds Expense	\$3,786.03	\$7,545.80	\$10,660.00	\$63,961.00	\$56,415.20
5.210.000	Worship - Altar Supply	0.00	269.20*	250.00	1,500.00	1,230.80
5.210.001	Worship - Bell Choir Supplies	0.00	0.00	16.00	100.00	100.00
5.210.002	Lifeline Maintenance	0.00	0.00	254.00	1,518.00	1,518.00
5.210.003	Worship - Copyright License	0.00	0.00	308.00	1,850.00	1,850.00
5.210.004	Worship- Music Events	0.00	0.00			
5.210.005	Worship - Music Material	50.55	50.55	66.00	400.00	349.45
5.210.007	Worship - Organ/Piano Maint	0.00	0.00	334.00	2,000.00	2,000.00
5.210.009	Guest Musician	0.00	19.44	42.00	250.00	230.56
5.210.011	Worship Continuing Education Exp.	0.00	0.00	8.00	50.00	50.00
5.210.012	Sound System maintenance	0.00	0.00	34.00	200.00	200.00
5.210.013	Instrument Maintenance (cord, drums, strings, etc)	0.00	485.67*	34.00	200.00	(285.67)
	Total Worship Expense	\$50.55	\$824.86	\$1,346.00	\$8,068.00	\$7,243.14
5.215.000	Family Ministry- Hspty/Fllwshp	0.00	61.01	250.00	1,500.00	1,438.99
	Total Family Ministry Expense	\$0.00	\$61.01	\$250.00	\$1,500.00	\$1,438.99
5.147.000	Pulpit Supply	0.00	0.00			
5.148.000	Pastor - Salary	2,442.74	4,885.48*	4,830.00	28,983.00	24,097.52
5.148.001	Pastor - Pension	667.49	1,334.98	1,336.00	8,020.00	6,685.02
5.148.002	Pastor - Health	2,142.00	4,284.00	4,284.00	25,704.00	21,420.00
5.148.003	Pastor - Con't Ed	67.00	48.65	150.00	900.00	851.35
5.148.004	Pastor - Professiona Publication Exp	241.28	241.28*	116.00	700.00	458.72

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Remaining

Account #	Account Name	Period Activity	YTD Balance	Budget YTD	Annual Budget	Annual Budget Remaining
5.148.005	Pastor-Housing	3,333.34	6,666.68*	6,666.00	40,000.00	33,333.32
5.148.006	Pastor Soc. Sec. Allowance	310.70	621.40	656.00	3,930.00	3,308.60
5.148.007	Pastor - Retiree/Survivor	0.00	0.00			
5.148.008	Pastor-Disab/Admin	91.02	182.04*	182.00	1,094.00	911.96
5.148.009	Pastor-Car Allowance/Mileage	0.00	0.00	334.00	2,000.00	2,000.00
5.148.010	Pastor-Cell Phone	62.50	125.00	126.00	750.00	625.00
5.148.011	Pastor-Computer Allowance	0.00	0.00			
5.148.014	Pastor - Group Life Insurance	42.48	84.96	86.00	510.00	425.04
	Total Pastoral Salary Expense	\$9,400.55	\$18,474.47	\$18,766.00	\$112,591.00	\$94,116.53
5.149.000	Associate Salary	2,716.74	5,433.48*	5,412.00	32,473.00	27,039.52
5.149.001	Call Process	0.00	0.00			
5.149.002	Associate Pastor - Pension	462.57	925.14	928.00	5,565.00	4,639.86
5.149.003	Associate Pastor - Housing	1,666.66	3,333.32	3,334.00	20,000.00	16,666.68
5.149.004	Associate Pastor - Soc. Sec. Allowance	253.54	507.08	530.00	3,179.00	2,671.92
5.149.005	Associate Pastor - Retiree Support	0.00	0.00			
5.149.006	Associate Pastor - Disability	69.39	138.78	140.00	835.00	696.22
5.149.007	Associate Pastor - Group Life	32.38	64.76	66.00	390.00	325.24
5.149.008	Associate Pastor - Professional Exp	0.00	0.00			
5.149.009	Associate Pastor - Con't Ed	0.00	0.00	150.00	900.00	900.00
5.149.010	AP - HLTH Insurance Reimbursement	260.00	520.00	520.00	3,120.00	2,600.00
	Total Associate Pastor Expense	\$5,461.28	\$10,922.56	\$11,080.00	\$66,462.00	\$55,539.44
5.150.030	Family Minister - Salary	3,015.84	6,031.68*	2,514.00	15,079.00	9,047.32
5.150.031	Family Minister - Pension	241.27	482.54*	202.00	1,206.00	723.46
5.150.032	Family Minister- Dis/Admin	45.24	90.48*	38.00	226.00	135.52
5.150.033	Family Minister - Health	853.00	1,706.00*	710.00	4,265.00	2,559.00
5.150.034	Family Minister - Continuing Education	0.00	305.97*	14.00	83.00	(222.97)
5.150.035	Family Minister-Cell Phone	65.00	130.00*	54.00	325.00	195.00
5.150.037	Part time Youth Minister	0.00	0.00	2,430.00	14,583.00	14,583.00
5.150.038	Family Minister - Group Life Insur	21.11	42.22*	18.00	106.00	63.78
	Total Family Minister Salary Exp	\$4,241.46	\$8,788.89*	\$5,980.00	\$35,873.00	\$27,084.11
5.151.000	Intern Salary Stipend - Spring 2019	0.00	0.00			
	Total Intern Salary Expense	\$0.00	\$0.00			
5.155.001	Stephen Ministries Leadership Training	0.00	0.00	0.00	0.00	0.00
5.155.002	Stephan Ministry Educational Materials	0.00	0.00	66.00	400.00	400.00
5.155.004	Grief Share	0.00	0.00	40.00	240.00	240.00
	Total Stephen Min. Salary Exp	\$0.00	\$0.00	\$106.00	\$640.00	\$640.00
5.160.041	Handbell Choir Director	0.00	0.00			
5.160.045	Contemporary Music Leader	1,244.60	1,866.90	2,490.00	14,935.00	13,068.10
5.160.046	Music Minister Salary	1,794.78	4,211.86*	3,590.00	21,537.00	17,325.14
5.160.047	Service Accompanist	0.00	0.00	234.00	1,400.00	1,400.00
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	\$6,078.76	\$6,314.00	\$37,872.00	\$31,793.24

Holy Trinity Lutheran Church - Dubuque - Dubuque IA
Treasurer's Report as of February 2021 for Operating Fund Balance

Thursday, March 11, 2021 1:37 PM

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Annual Budget
Remaining

Account #	Account Name	Period Activity	YTD Balance	Budget YTD	Annual Budget	Annual Budget Remaining
5.100.035	Employees Deductions	0.00	0.00			
5.170.000	Office Mngr - Wage	2,948.40	5,896.80	6,084.00	36,504.00	30,607.20
5.170.001	Office Mngr - Pension - ELCA	243.33	486.66*	486.00	2,920.00	2,433.34
5.170.002	Office Mngr - Dis/Admin	45.63	91.26	92.00	548.00	456.74
5.170.004	Office Mngr - Health	0.00	0.00			
5.170.005	Office Manager - Retiree/Survivor	0.00	0.00			
5.170.006	Office Manager - Group Life Insur	21.29	42.58*	42.00	256.00	213.42
5.170.010	Office Assistant - Wages	1,206.50	2,446.75*	1,924.00	11,543.00	9,096.25
5.170.020	Financial Asst - Wages	1,286.84	2,534.68*	2,092.00	12,549.00	10,014.32
5.170.050	Office Staff Continuing Ed	0.00	0.00	66.00	400.00	400.00
	Total Office Salary Expense	\$5,751.99	\$11,498.73*	\$10,786.00	\$64,720.00	\$53,221.27
5.175.000	Cleaning	0.00	0.00	2,968.00	17,805.00	17,805.00
5.175.010	Maintenance - Salary	0.00	0.00	2,210.00	13,260.00	13,260.00
5.175.011	Maintenance - Pension - ELCA	0.00	0.00			
5.175.012	Maintenance - Health	0.00	0.00			
5.175.015	Maintenance - Dis/Admn	0.00	0.00			
5.175.016	Maintenance - Retiree/Survivor	0.00	0.00			
5.175.017	Maintenance - Group Life Insur	0.00	0.00			
	Total Custodial Salary Expense	\$0.00	\$0.00	\$5,178.00	\$31,065.00	\$31,065.00
5.190.000	Non Pastoral Staff - FICA	874.76	1,749.13*	1,426.00	8,557.00	6,807.87
5.190.001	Workers Compensation	0.00	699.50*	580.00	3,474.00	2,774.50
	Total Other Staff Expense	\$874.76	\$2,448.63*	\$2,006.00	\$12,031.00	\$9,582.37
5.230.000	Ora Gremmel's 2018 Loan Repayment	0.00	0.00			
	Total Ora Gremmel's 2018 Loan	\$0.00	\$0.00			
	Total Operating Expense	\$37,989.51	\$77,803.80	\$85,240.00	\$511,384.00	\$433,580.20
	Total Expense	\$37,989.51	\$77,803.80	\$85,240.00	\$511,384.00	\$433,580.20
Difference		<u>\$14,141.02</u>	<u>\$7,476.30</u>	<u>(\$8,976.00)</u>	<u>(\$53,780.00)</u>	

* = Income/Expense exceeds amount budgeted to date

Holy Trinity Lutheran Church - Dubuque - Dubuque IA
Treasurer's Report as of February 2021 for Noah's Ark Operating

Thursday, March 11, 2021 1:38 PM

Page 1 of 1
Annual Budget
Remaining

Account #	Account Name	Period Activity	YTD Balance	Budget YTD	Annual Budget	Annual Budget Remaining
Income						
4.300.000	Noah's Ark - Registration	0.00	0.00	134.00	800.00	800.00
4.300.003	Noah's Ark- Dnts/Gvng Tree	0.00	0.00	666.00	4,000.00	4,000.00
4.300.004	Noah's Ark - Miscellaneous	0.00	0.00	0.00	0.00	0.00
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	1.03	2.21*	0.00	0.00	(2.21)
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	32,404.76	56,974.76	65,914.00	395,485.00	338,510.24
4.300.032	Summer Day Care	0.00	0.00			
4.300.034	Transfer from PPP Designated Accat	0.00	0.00			
	Total Noah's Ark Receipts	\$32,405.79	\$56,976.97	\$66,714.00	\$400,285.00	\$343,308.03
	Total Income	\$32,405.79	\$56,976.97	\$66,714.00	\$400,285.00	\$343,308.03
Expense						
5.300.000	Teacher & Director- Salaries	6,737.16	13,474.32*	13,434.00	80,600.00	67,125.68
5.300.001	Teacher Salaries	19,534.96	34,001.96	44,428.00	266,572.00	232,570.04
5.300.002	Noah's Ark -Telephone	135.00	195.00*	120.00	720.00	525.00
5.300.003	Noah Ark - Dues / Con't Ed	100.00	332.06*	126.00	750.00	417.94
5.300.004	Noah's Ark - Repairs	6,278.20	13,603.52*	0.00	0.00	(13,603.52)
5.300.005	Noah's Ark - Advertising	0.00	0.00	42.00	250.00	250.00
5.300.006	Noah's Ark - Supplies	1,046.91	1,619.40*	1,434.00	8,600.00	6,980.60
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	706.50*	500.00	3,000.00	2,293.50
5.300.009	Noah's Ark - FICA	2,185.34	3,807.47	4,426.00	26,559.00	22,751.53
5.300.010	Transaction Processing Fees	73.20	151.80			
5.300.011	Noah's Ark - Special Programs	0.00	0.00	0.00	0.00	0.00
5.300.012	Noah's Ark - Scholarships	0.00	0.00	0.00	0.00	0.00
5.300.013	NA - Criminal Record/Finger Printing	30.00	30.00	34.00	200.00	170.00
5.300.014	Snacks/milk Child Care	175.27	834.77*	0.00	0.00	(834.77)
5.300.018	N.A.-Teacher & Director Pension ELCA	808.46	1,616.92*	1,612.00	9,672.00	8,055.08
5.300.019	N.A. - Teacher Health	800.00	1,600.00*	1,400.00	8,400.00	6,800.00
5.300.020	N.A. Teacher & Director Dis/Adm	101.06	202.12*	200.00	1,200.00	997.88
5.300.022	N.A. Substitutue Teacher	0.00	0.00			
5.300.023	N. A. Teacher Director-Retiree/Survivor	0.00	0.00	50.00	300.00	300.00
5.300.024	N. A. Teacher & Director - Group Life Insur	47.16	94.32*	20.00	125.00	30.68
5.300.033	Computer/Software	80.00	160.00	226.00	1,350.00	1,190.00
	Total Noah's Ark Expense	\$38,132.72	\$72,430.16*	\$68,052.00	\$408,298.00	\$336,019.64
	Total Expense	\$38,132.72	\$72,430.16	\$68,052.00	\$408,298.00	\$336,019.64
	Difference	(\$5,726.93)	(\$15,453.19)	(\$1,338.00)	(\$8,013.00)	

* = Income/Expense exceeds amount budgeted to date

Holy Trinity Lutheran Church - Dubuque - Dubuque IA
Bank Reconciliation - Statement Ending February 28, 2021

Thursday, March 4, 2021 2:14 PM

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Statement Ending Date: 02/28/2021
Account: General Operating Checking (1.100.000)
Statement Ending Balance: \$57,037.16

Outstanding Checks and Withdrawals

02/12/2021	42719	482.00	Access Systems Leasing
02/25/2021	42730	3,497.67	NORTHEASTERN IOWA SYNOD - ELCA
02/25/2021	42726	58.33	EWALU
02/25/2021	42731	32.00	Shari Martelle
02/25/2021	42732	23.17	Darrell Kalmes
Total:		\$4,093.17	

Adjusted Bank Balance: \$52,943.99
Balance per Accounting: \$52,943.99
Difference to Reconcile: \$0.00

Comments:

This bank reconciliation has not been finalized.

Holy Trinity Lutheran Church - Dubuque - Dubuque IA
Bank Reconciliation - Statement Ending February 28, 2021

Thursday, March 4, 2021 1:08 PM

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Statement Ending Date: 02/28/2021
Account: Noah's Ark Operating Checking (1.100.045)
Statement Ending Balance: \$32,678.64

Outstanding Checks and Withdrawals

02/05/2021	2078	405.53	Katharine Stierman
02/25/2021	2084	10.00	Lori Hirsch
02/25/2021	2085	20.00	Destiny Nagel
02/25/2021	2086	70.95	WEBER PAPER COMPANY
Total:		\$506.48	

Adjusted Bank Balance: \$32,172.16
Balance per Accounting: \$32,172.16
Difference to Reconcile: \$0.00

Comments:

This bank reconciliation has not been finalized.

Holy Trinity Lutheran Church - Dubuque - Dubuque IA
Bank Reconciliation - Statement Ending February 28, 2021

Thursday, March 4, 2021 12:56 PM

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Statement Ending Date: 02/28/2021
Account: Designated Funds Checking (1.100.035)
Statement Ending Balance: \$115,148.31

Outstanding Checks and Withdrawals

04/30/2019		4.80	(Journal Entry)
04/30/2019		4.80	(Journal Entry)
01/28/2021	1880	55.00	Lutheran Chaplaincy
02/25/2021	1882	120.00	LUTHERAN SERVICES IN IOWA, INC.
02/25/2021	1883	75.00	Lutheran Chaplaincy
Total:		\$259.60	

Adjusted Bank Balance: \$114,888.71
Balance per Accounting: \$114,888.71
Difference to Reconcile: \$0.00

Comments:

This bank reconciliation has not been finalized.

Holy Trinity Lutheran Church - Dubuque - Dubuque IA
Bank Reconciliation - Statement Ending February 28, 2021

Thursday, March 4, 2021 2:17 PM

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Statement Ending Date:	02/28/2021
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.

Building and Grounds Minutes

2 March 2021

Members of the Building and Grounds Team met at 5 PM, Tuesday 9 February. Present were Darrell Kalmes and Gary Sewell, excused Alex Beck

We discussed recent expenditures related to snow removal. \$368 was spent for repair parts to the back-up snow blower. Darrell stated these parts will replace all broken and wear-item parts on both snow blowers so that we are ready for next season. AN additional \$150-200 will need to be spent to patch the steel surround containing the blower area. This area was badly rusted, and a gusset was bumped causing the area to tear open. Kilburg Welding of Zwingle will do the repair when we are able to transport the blower to them. Darrell will arrange for transport and replace all broken and wear parts on the blowers as soon as weather permits working in the un-heated garage.

We also expended \$868 for two pallets of salt which will carry us through this year and should carry us through next winter as well. Since salt is such a large expenditure, we should probably have a separate line item in the budget for it.

We could not account for the Noah's Ark contribution to our insurance premiums, or phone/internet bill based on the financial report we received. Gary Sewell will follow up with Cathy to determine how these funds are being accounted for.

The waving image of the central camera in the sanctuary was discussed. Gary Sewell and Darrell will work with Pastor Derek or Pastor Josh some afternoon in the coming week to determine if the jiggling is caused by the mounting location, or if this is a camera problem.

The 60-cycle noise is still present in our sanctuary T-Loop system. Now that Darrell is able to leave the house again, he will contact Tom Wirzbach of Westphal Electric and Mike Maier of My Hearing Loop, LLC to set a date for further tests to solve the noise problem.

The Noah's Ark 2-year-old project is completed, but we are having almost daily problems with the sewage ejection pump. East Iowa Mechanical is actively pursuing a fix, at no charge to us.

We discussed a potential future project of replacing the sidewalk and stairs leading to Noah's Ark northeast entrance. The concrete in this area is breaking up badly and will become unsafe if this continues much longer. We will look for a concrete company to estimate replacement cost.

We discussed summer grass cutting in the event Al is unable to do this based on his rehab status. We will be following Al's progress, and in the meantime pursuing other ways of ensuring the grass is cut this spring and summer.

Respectfully submitted,
Darrell Kalmes

Building and Grounds minutes
10 March 2021

Members of the Building and Grounds Team met via zoom at 6 PM, Wednesday 10 March. Present were Darrell Kalmes, Gary Sewell and John Chesterman, excused Alex Beck.

We met to discuss what our next steps would be after learning that Al Pline will not be returning to us as part-time maintenance person. Al has stated he would be willing to help in an advisory position as needed and would be willing to help with orientation of his replacement.

We discussed the failed fire inspection this week. Gary Sewell will meet with Darrell Kalmes on Friday to replace missing ceiling tile, even though they may be ruined again if we have major roof leaks. We will also address the backup batteries in the fire exit signs and look to see what can be done about clearances around the electric shutoff in the LFC storage room.

We believe our next need is to plan for grass cutting before the spring growth starts. Members of the Building and Grounds will solicit bids from at least 3 different people to manage the grass cutting until the part-time maintenance position is filled.

Building and Grounds also recommends that the Personnel Committee review the part-time maintenance position job description and begin the search for someone to fill this position as soon as possible.

Respectfully submitted,
Darrell Kalmes

Outreach Committee Minutes 3/2/21

Judy Bredeesen, Glenn Lichti, Pastor Derek and I were in attendance.

We picked two dates to make and serve a Mission meal as presented by Mary Strom. Sunday April 11th and May 23rd were chosen. We will be looking for a few volunteers to cook the meal at church and a few to serve the meal down at the Mission. Derek reported that 80 meals are expected to be served; 18 in house and the rest placed in "to go" boxes. Mary will need to ask the Mission if we need to buy the food containers "to go" and how many servers are needed.

We discussed the slow opening of church and the disconnect members are having by not being in church.

I will be asking Lorice for a members list that we can use to send cards of hope and up lifting messages to keep lines of communication open until we are in full worship mode again.

Submitted by,

Gretchen Kueter, Outreach Council Liaison

Worship Team Minutes, 2 and 9 March 2021

Attendees: Pastor Derek, Phil Larsen, Diane Kalmes, Terry Hoefflin

Absent: Jill Klinebriel, Tony Quinn, Chuck Barland

Meeting called to order: 6:20 p.m.

Repairs to Organ

Note: To anyone's knowledge, the organ is 39 years old and has not had a repair done. Regular tunings only.

1. Low pedal reed pipes have bent and lean.
 - a. Due to factors including age, humidity conditions, temperatures, and cramped quarters.
 - b. If not repaired, condition will worsen and eventually pipes will cease to function and possibly cause additional damage inside the case.
2. Stop tabs are sticking.
 - a. Organist has 8 pre-set buttons which can be changed prior to playing. When pressed, these presets activate certain tabs on the organ to change sounds. When they stick, organist has to manually reach for the tabs in the middle of pieces.
 - b. If not repaired, is a burden for the organist and compromises what the instrument can do.
3. Total Cost to repair: \$5,000.

ACTION ITEM:

We recommend Council approve the \$5000 expenditure to repair the organ in the sanctuary. The Worship Team would like to explore use of any undesignated funds and a Special Appeal to cover the costs. Other financial solutions are welcome from the Council.

In-Person Worship

1. Have request that Pastors remove their masks for the sermon. Many are finding it difficult to understand. Pastors to make decision.
2. Will go with only a 2 usher requirement for holding in-person service, if there is a very small number attending. Determination to be made at the end of each week.
3. People are noticing sound quality problems since going to in-person worship. This is due to the way we need to split sound for streaming and in the sanctuary. Some of it may be due to learning curve of the volunteer system operators, but Lifeline has been contacted to check out this situation.
4. More volunteers are needed to help run the sound system equipment. Training will be provided.

Organ Upgrade and Refurbishment

1. Reviewed a proposal that had been pursued in 2013 regarding a complete refurbishment and upgrade to the existing organ system.
2. Cost of a complete upgrade and refurbishment was priced at \$197,000. Does not include additional structural changes required in the altar area.
3. Today's costs would be much greater.
4. Decided to table the proposal for the upgrade.
5. However, a smaller refurbishment might be possible on the existing organ system before its 50th anniversary in 2032. Will continue reviewing.

Services:

Services and activities will be based on Council recommendations of Covid restrictions.

1. Since we do not normally have an Easter Vigil service, Pastor Derek is proposing a "Stations of the Cross" observance. Complete details are yet to be worked out.
Some options may be:

- Could be outside or in the LFC with Covid measures in place.
- a. Others may contribute their own re-creation of a certain station:
 - i. Poem, artwork, etc.
 - b. Will not be streamed.
2. Distribution of Easter communion elements during Holy Week.
 - a. Dates and times to be determined.
 3. Possible use of parking lot services again when the weather has improved.

Meeting adjourned: 7:00 p.m.

9 March Continued Service Discussion:

Attendees: Pastor Derek, Phil Larsen, Diane Kalmes, Tony Quinn, Chuck Barland

Absent: Jill Klinebriel, Terry Hoefflin

Meeting called to order: 7:17 p.m.

Approved changes to several Worship related expenses. Will request Lisa to change.

HOLY WEEK –

ACTION ITEMS:

We propose the following Holy Week Items for Council approval:

Palm Sunday (4th Sunday of the Month)

1. In-person reservations required. There will be communion distribution for those in attendance.
2. Ushers and reader will be needed, or in-person canceled.
3. Streaming

Maundy Thursday – 7:00 p.m.

1. Open in-person worship to members of the three 1st communion families attending.
 - a. No congregation reservations.
2. Distribution of Communion as family unit.
3. 1st Communion family to help strip the sanctuary.
4. Streaming

Good Friday – 7:00 p.m.

1. In-person registration required.
2. Ushers and reader will be needed, or in-person canceled.
3. Streaming

Easter Sunday – Communion Elements Distribution for Streaming Service Attendees

2 April, Friday morning from 11:30-1:30

3 April, Saturday morning from 11:30-1:30

2 April, Friday afternoon from 4:30-6:00

3 April, Saturday evening from 5:00-6:30

Easter Sunday – 8:30 and 11:00 Services (1st Sunday of the Month)

1. In-person reservations required. There will be communion distribution for those attending.
 - a. Ushers and reader needed for both services, or in-person for a particular service will be canceled.
2. Praise Band recorded or in-person TBD.
3. Will stream both services.

Meeting adjourned – 8:17 p.m.

Respectively submitted,

Diane Kalmes, Acting Chairman, Worship Team

Noah's Ark Board Meeting
3.2.21
Minutes

Director's Report

- Outdoor play area concerns from licensing visit—need more square footage outdoors based on increased licensing capacity.
- Estimate: \$3k to cover cost of fence
- Licensing agent suggested having a big kid play area, shaded area for young children, and install rubber ground cover.
- Board members interested in joining committee to make decisions for outdoor play to email Jenifer. Kate offered to join the taskforce.
- Jenifer will get started on fundraising.

Staffing Update

- Wanda and Lexi both left due to health benefits reasons.
- Working with other staff members through transition.
- Lori will be the new teacher for Lion room (three-year-olds).
- Will look into ways to help keep staff such as education incentives and benefits.

Two-year-old room

- Once room is fully finished, pictures will be taken and shared with parents and donors to celebrate the success of this project.

Parent Survey

- Sent one to parents last year with open-ended questions; feedback did not elicit many concerns from parents, mostly positive feedback.
- Jenifer suggested sending another one out in mid-April

Treasurer's Report

- Bills for construction area are getting paid
- Losing around \$500 a week, but we have cash reserves

Staff Appreciation

- Stuff Etc.: Noah's Ark will get 40% of what people sell.
- Only one large bin can be dropped off per day, so need a way for parents to sign up for dropping off items, which Mandy can create and will email to Jenifer.

Bylaws

- Need a continuing resolution that would outline how Board is structured, i.e. number and types of members, as well as identifying roles, such as parent liaison, fundraising, etc.
- Jason will get list together of parameters to define within resolution and gather other resources to email out to Board. Board can send proposal to church council.
- Katie, Jason and Kate to join continuing resolution taskforce.

Parent Handbook

- Jenifer sent updated parent handbook to Board and did not receive any concerns.
- Ellen suggested adding a Lice policy. Jenifer contacted DHS, which stated that Noah's Ark would be required to report case of lice to DHS, and then DHS would dictate exactly what actions Noah's Ark would need to take.
- Jenifer suggested not including lice policy because not allowed to send children with lice home anyway.
- Kate motioned, Mandy seconded motion to approve updated Parent Handbook.
 - Board APPROVED.

Emergency Preparedness Policy

- Changes needed to be made are not as extensive as Jenifer previously thought, so no need to pursue right now.

COVID Questions

- Door drop off has cost a lot in staffing. Jenifer suggests allowing parents to walk children to classroom door with masks on.
- Jenifer also suggested allowing 3 and 4-year-olds to play together since they are masked.
- Suggested including link to DHS website with reference to Noah's Ark COVID policy as opposed to having our own that needs to be updated regularly.
- Kate and Jenifer will review policy and update it accordingly.

Lorice L. Amlin
Office Manager Report
March 2021

I am requesting that the Council moves forward with obtaining a new Logo for the church. There are many inexpensive ways to obtain a custom logo design. 99 Designs at <https://99designs.com/logo-design> being one of them.

I am in need of order mailing envelopes and we have received a donation to improve the look of our giving page that includes the use of a logo. I think you will agree that branding is very important for an organization, churches included. My question to council is how can we move forward in obtaining a logo for the church?

Family Ministers Report

March 16, 2021

1. Bible Explorers Class, for 5th and 6th grade students, will go to a shortened schedule for the season of Lent. We will meet from 5:00 pm to 5:45 pm. Pr. Josh, Pr. Derek, and I lead the classes on a rotating schedule. Connect Curriculum from Sparkhouse is being used this year. The stories of the Old Testament are the focus. There are 13 students who attend the class. We are currently studying the stories David and Solomon.
2. Confirmation Class, for 7th and 8th grade students, will also have a shortened schedule for the season of Lent. Pr. Josh, Pr. Derek, Chris Bode, and I lead the classes. We use parts of Here We Stand, Collaborate, and Re:Form curriculums from Augsburg Fortress / Sparkhouse. This catechism is the focus of this year's lessons. There are 18 students signed up for the class. We are currently studying the Apostles' Creed.
3. Eighth grade students will affirm their baptisms on Pentecost Sunday, May 23.
4. Bible Explorer and Confirmation classes will not meet during DBQ Schools spring break, March 17 or Holy Week, March 31.
5. We are continuing online Sunday School. 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. We have studied "Hannah and Samuel," "Psalm 23," "Reformation Sunday," "Daniel," "Jonah," and "Advent and Christmas," and Jesus Calming the Storm. Our current unit is about, Lent, Holy Week, and Easter. Lisa Anderson, Kari Chesterman, Terry Hoefflin, Pr. Derek, and Dan Wild helped with the recordings.
6. High School Fellowship meets regularly twice a month, usually on the first and third Sundays of each month starting at 6:30 pm. The program includes some zoom events, service events, and some outside in person fellowship events. This month we will make Easter bags for our isolated members.
7. The Parents Support Group, to help parents cope with the added stress of navigating school during the pandemic will meet next on March 25 at 7:30 pm. Amy Naumann joins the group as a teacher representative. Lisa Anderson, school counselor at Bryant, has also joined the group.
8. I am still making deliveries to our families – Sunday School bags and birthday bags. It has been a joy to connect with families with short safe visits.
9. First Communion Classes will meet through Zoom on Sundays, March 21 and 28, from 11:00 am to 12:00 pm. Four remaining students from last years class will be invited to join the new class at the Lord's Table on Maundy Thursday, April 1. Three students have registered for the class.

10. Family Ministry Team is planning a Holy Week Walk on the grounds of HTLC. The Holy Week Walk will take place on Sunday, March 28, Palm Sunday, from 2:00 to 5:00 pm. The walk will include ten activity stations. All ages are invited to attend.
11. Chris Bode and Mary Emily Duba have expressed interested in organizing the Gardens of Grace this summer. The High School Students will help plant the gardens in April.
12. The Dubuque Area CROP Walk will be held on Saturday, May 22, 9:30 am to 12:30 pm. The walk will begin and end at Murphy Park so that the entire event can be held outside.
13. Chris Bode will be my co-director for VBS this summer. We have begun to plan for Vacation Bible School, which will be held for three afternoons and evenings on August 3-5, from 1:30 to 5:30 pm. Supper will be served at 5:30 pm followed by an intergenerational activity.
14. I am planning a camping trip for high school and middle school youth for June 5-7. Since things with the pandemic and vaccinations are still unclear, we will camp at Governor Dodge, which is close enough for many cars to drive for socially distancing.
15. I purchased a season pass for Vibrant Faith Ministries Masterclasses. I have enrolled in nine webinars so far: Intergenerational Worship, Faith Milestones, Youth Issues, Digital Ministry, Faith Formation with Midlife Adults, Faith Formation with Young Children and Families, Courage to Connect across Cultures, Tools for Digitally Integrated Ministry, and Family Faith Formation. With the season pass, these webinars are available for HTLC members to watch as well. More classes will be offered through June.

Respectfully submitted by Sara McCaw, Family Minister