

HOLY TRINITY LUTHERAN CHURCH
COUNCIL PACKET
April 20, 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

Meeting Minutes

April 20, 2021

Present

Adam Eikamp (President), Amanda Matson (Vice President), Ed Borchert (Financial Secretary), Jonathan Brown (Treasurer), Pastor Derek Rosenstiel (Associate Pastor), Tami Ernster (Family Ministry/Parish Ed), Jason Duba (Noah's Ark Board), Gretchen Kueter (Outreach), Terry Hoefflin (Worship)

Any confirmed member of HTLC who participates regularly in worship may volunteer to be on council. Council meets in the evening on the third Tuesday of the month. All committee night is the first Tuesday of the month. Council members are expected to listen to God, each other, and the congregation. It the duty of all of us to be a voice of the congregation at council.

Council seeks:

Executive Committee – Secretary (takes minutes)

Committee Liaisons – Building and Grounds, Fellowship, Stewardship (represents respective committees)

Standard council items

Meeting opened at 6:30. Devotions led by Adam Eikamp, Matthew 6:24-35. Agenda was approved as provided. Written reports were recognized. Please read those reports (found elsewhere in this council packet) for details on what everyone has been doing. Ask yourself if God is calling you to help in those ministries. Council agreed on four items to share with the congregation and committees. After a motion to extend passed, meeting adjourned at 8:04.

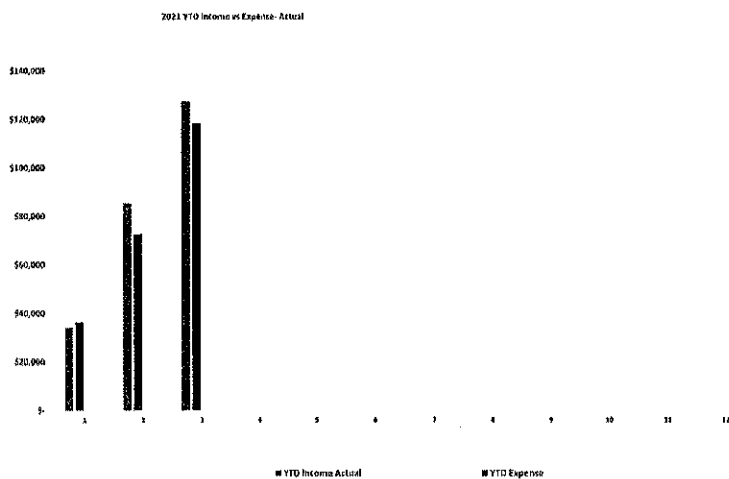
Four items for sharing

1. 8:30 and 11:00 start times effective 5/2 (or soonest feasible Sunday).
2. Groups of 10 or fewer who wish to meet at HTLC may do so.
3. Worship Phase 3.5 is being defined.
4. Team for hiring the youth minister was approved with a goal to hire by July 1, 2021.

Finances

Treasurer's report by Jonathan Brown. Giving is above budgeted projection.

Income vs. expenses is in the black. In the chart, the green bar is higher than the navy bar (which is good). Let's continue to work as a congregation to keep actual giving above actual expenses.



Other Action Items

Worship: Starting May 2nd, HTLC will return to having an 8:30 service and an 11:00 service on a weekly basis. Council is not sure if this is enough lead time to put together two services.

NOTE: This does not change the requirement for volunteers. (No volunteers, no service.)
motion passes unanimously

Council is divided on moving to phase 4. Worship team has been directed by council to review current CoViD-19 precautions & protocols and bring back a proposed revision to them per request for a more open worship experience.

Devotions sign up for council meetings

May Jonathan

June Gretchen

July Terry

August Ed

September Tami

October Amanda

November Jason

December Adam

Building and Grounds: LFC East Window Roof. Motion as written in the Building & Grounds report carried. We are still waiting for the external assessors to meet to make progress on the roof.

Personnel: Youth Minister Job Description. Discussion on the name of the position. We intentionally are calling this position a Youth Minister and not a Youth & Family Minister. Part of the reason for this is in optics. The position is a NEW position. Job description was amended to include the number of hours on average that is expected.
Motion carried.

Personnel: Approve Youth Minister Call Team

Motion to approve slate (Kueter, 2nd Brown)

Slate amended to include a representative from family ministry/parish ed.

Motion carried.

Members: Amanda Matson (chair, VP council, personnel), Adam Eikamp (Pres council, personnel), Sue Tigges (past pres council, personnel), Karly Galusha, Samantha Hilby, Terry Hoefflin, Jenifer Montgomery, Wil Quinn

General Motion: Any group of fewer than 10 individuals that wishes to meet at HTLC may do so with sufficient notice provided they follow our safety protocols.

Motion carried.

ANNOUNCEMENTS / CORRESPONDENCE

Rummage sale in LFC on August 8-14 (church calendar)

VBS also first week in August (3 day, daytime program)

Reminder: All of the ministries of this church are ministries of this church. Let us endeavor to work together and remember to be in communication with each other.

Respectfully submitted, Amanda Matson (Vice President) Secretary Pro Tempore

Minute taking will continue alphabetically by first name until a council secretary is found.

Holy Trinity Lutheran Church Council
Meeting Agenda via Zoom
April 20, 2021

6:30	Opening Devotions	Adam Eikamp
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	
	Covid 19 update	
	New business	
	Devotions sign up	
7:45	COMMITTEE REPORTS AND ACTION ITEMS	
	Action Item: Building and Grounds: LFC East Window	
	Personnel: Youth Minister Job Description	Amanda Matson
	Action Item: Approve Youth Minister Call Team	
	Discussion Item: Worship: Returning to 8:30 and 11:00 services	Terry Hoefflin
	Building and Grounds	Vacant
	Fellowship	Vacant
	Stewardship	Vacant
	Outreach	Gretchen Kueter
	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
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

Pastor's Report 4/20

"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

What a wonderful past month we had. Although it was filled with lots and lots of preparation and leading of worship, we truly had a wonderful month in ministry. This past month we concluded our 6 week Lenten journey seeing all the ways God showers us with God's compassionate, steadfast, enriching, living, holy love. This 6 week Lenten journey led us to Maundy Thursday, Good Friday, and ended with our Easter celebration. It was an exhausting time with all the preparation needed for worship planning, bulletin editing, worship space preparation and setting up, video/sound training and preparation, and leading the service. It was exhausting, while at the same time vitalizing in so many ways.

In conjunction with worship planning and preparation, I have done many visitations over the phone with our shut-ins, as well as contacting several members of the congregation to check in with them. Now that I am several weeks out from receiving my vaccination, I have offered to visit our shut-ins in person, however they are still cautious of people coming into their homes. We also have had visitors joining us online and in person and some are interested in joining HTLC. It has been a lot of fun reaching out and connecting with them each week.

The Reconciled In Christ (RIC) team met last month to review where they were at in the process before the pandemic started and looked at a new processes of guiding the congregation through the journey of discernment. They plan to meet over the next several weeks in bible study and prepare for this journey to continue.

The staff has been amazing and working so hard to prepare for the worship services, while also ensuring all updated and current information is communicated and sent out through the Bridge, Tidings, Facebook, and mailings. We ask that if anyone would like their event advertised to please fill out the announcement form found on the website and provide the exact wording you would like to have entered into the announcements. Since the office staff are not at committee meetings they rely on the teams to provide all the information, in which they will then send out to the congregation.

Since we have reopened in a limited capacity, worship attendance has been low, but is slowly increasing. The following is the worship attendance according to our sign-up sheet and those who checked in for worship (this includes Pastor Derek, myself, and the musician if they are there); 2/21 – 9, 2/28 – 8, 3/7 – 7, 3/14 – 7, 3/21 – 17, 3/28 (Palm Sunday) – 21, 4/4 (Easter) 8:30 – 30, 4/4 @11 – 52, 3/11 – 14. I have heard from individuals who stated they plan to start coming back to worship once they receive their vaccinations, others are waiting until their kids are vaccinated, while others are waiting until they can sing in church once again and masks are not required.

Looking Forward:

After recovering from our Lenten journey and Holy Week celebrations, I am now looking into May and our Confirmation Sunday, which is Pentecost Sunday on May 23rd. We are excited for our 8th grade students to be confirmed and they have just a few more lessons, plus an interview process, to get through. At our council meeting in May, I will present these students to

the council for approval to be confirmed.

Now that we are slowly reopening, I am also reviewing the worship liturgies and worship format to see if there is any way we can enhance the worship service. I am also preparing a service of Confession, Healing, and rededication of our worship spaces as the first service we will have when we fully reopen again. Plus, I am also continuing to work with Lifeline in learning more about our sound and video system and how we can utilize all of its abilities to enhance our worship experience.

I will continue my monthly visitations and phone calls and plan to continue to reach out to members of the congregation each week. We continue to have our coffee hour after worship service on Sunday. It has been a gift to spend time with these individuals sharing our highs and lows and lifting each other up in prayer, and I invite you to please come and join us in this community.

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

Stay on good terms with each other, held together by love. Be ready with a meal or a bed when it's needed. Why, some have extended hospitality to angels without ever knowing it! Regard prisoners as if you were in prison with them. Look on victims of abuse as if what happened to them had happened to you.

Hebrews 13 (1-3, The Message Bible)

The blessed celebrations of Holy Week & Easter have come & gone! My heart was overwhelmed to be honest by being able to worship with folks in the flesh for the first time here at Holy Trinity. My first and only experience of Easter worship as a pastor was in the midst of the pandemic, and as was the case with many of you I had experienced a great amount of grief alongside my joy in the risen Christ. The grief of having lost loved ones & having experienced such a difficult time that we as a community, a nation, and a world were going through weighed heavy upon my mind and heart that day. While we have not come through to the other side of this pandemic and things are still difficult with all that is going on, I experienced this Easter as one that was filled with a more present or tangible experience of hope and joy!

The beautiful gift of the vaccine is being received by more and more people, and our lives are turning to something new as this hope-filled shot is beginning to shine light in our lives and world. My report for this month will focus on some of the visioning and work that I have the privilege of being a part of as we lean into this new life in Christ. As our in-person gatherings begin to become more frequent once again, I think it is helpful that we focus our hearts and minds on who/what this community of faith hopes to be going forward. The closing of our “church building doors” and this period of wilderness scattering should not be forgotten or wasted as we plan for our ministries going ahead.

Looking back on this past month, a good deal of my time and energy has been focused on continuing to empower and work alongside the teams I am more frequently involved with. The Outreach team has planned a number of events going ahead, increasing the frequency of mobile distribution events & taking on the providing of meals at the Dubuque Rescue Mission. There are currently two dates planned and they are looking at a possible two more. Just this last weekend on April 11th, folks prepared and served a meal at the Dubuque Rescue Mission. The number of volunteers continues to stay low in the participation of these events even though there is space for more now that folks are receiving vaccines and we know more about how to protect ourselves from the virus. Outreach has been tasked with beginning to engage more individuals within the community to get them involved in outreach ministries. They will begin to have one to one conversation with a number of folks as well as some forums to see what folks are passionate about and seeking to be a part of. With my community organizing training I suggested that they use these conversations to assess gifts and form small groups that can be tapped for specific projects.

Pastor Josh, myself, Mary Emily Duba, and a small team of members are restarting the Reconciled in Christ work that had begun prior to the pandemic. My scripture passage for this report focuses on what I had heard from the call process that led me to come here to serve. There was a deep desire within this congregation to get out into the community and to become a more active and vibrant presence in the greater Dubuque area. I heard folks say they are passionate about creating a more welcoming and inclusive environment in this community of faith. A good deal of my time this past month with Outreach and the RIC team has been centered on this. My focus going forward will be to walk alongside the teams and individuals I have the honor of doing ministry with in working towards becoming the sort of beloved community I heard y'all say you wanted to be. Please feel free to ask me specifics about this work or any of the ministries I am blessed with being a part of.

In Christ, **DGR (Pastor Derek)**

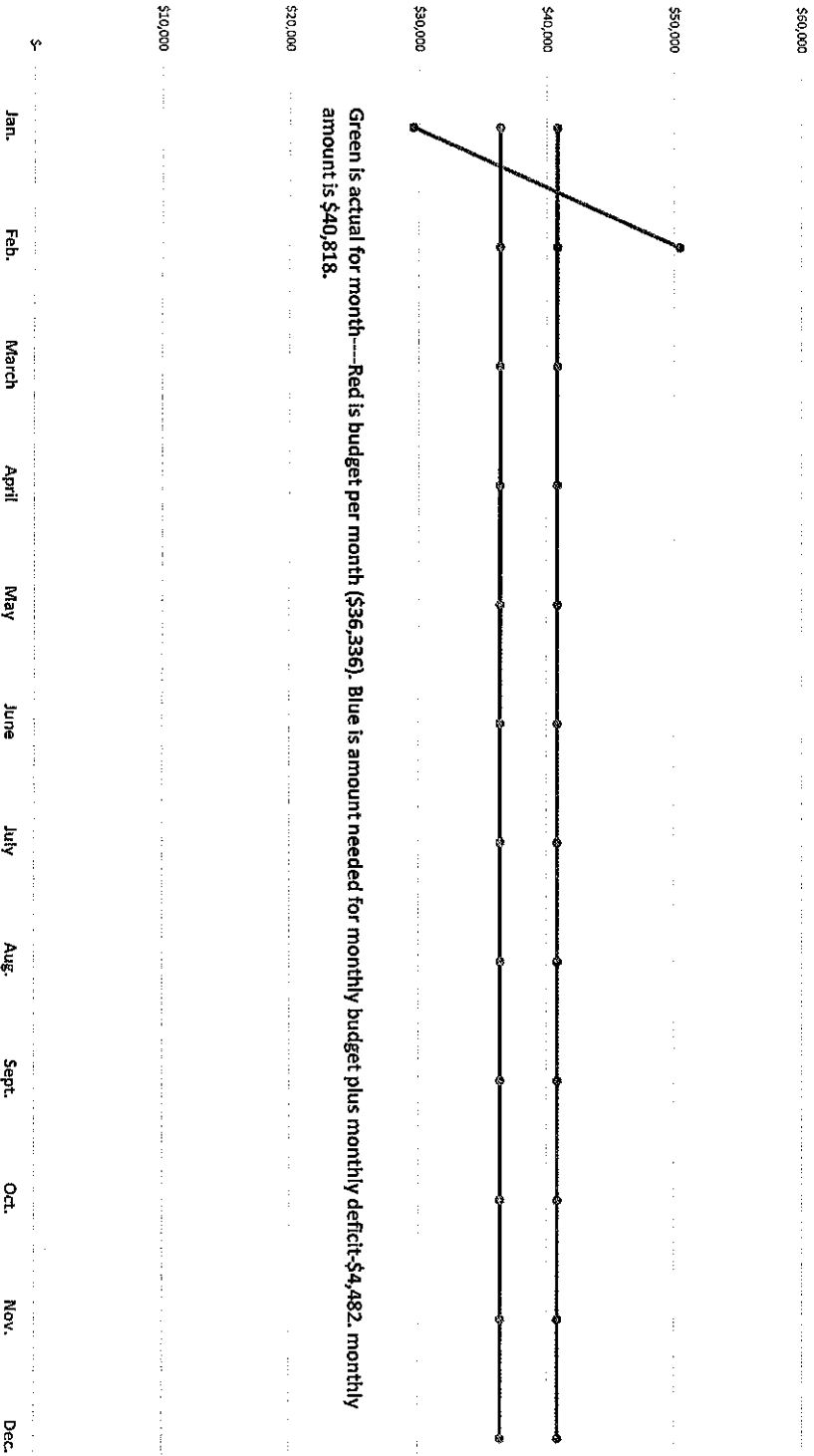
Treasure's Summary Report		March	2021		For March		Annual Budget	YTD
Income	Period Activity	YTD Balance	Budget	Annual Budget	Remaining	Balance-Budget		
Pledged/Unpledged Givng	\$ 40,636.86	\$ 120,623.82	\$ 109,008.00	\$ 436,037.00	\$ 315,413.18	\$ 11,615.82		
Loose Plate	\$ 807.00	\$ 1,157.00	\$ 939.00	\$ 3,750.00	\$ 2,593.00	\$ 218.00		
Seasonal	\$ 40.00	\$ 40.00	\$ 249.00	\$ 1,000.00	\$ 960.00	\$ (209.00)		
Interest	\$ 1.63	\$ 4.37	\$ 3.00	\$ 20.00	\$ 15.63	\$ 1.37		
Church Use	\$ -	\$ 360.00	\$ -	\$ -	\$ (360.00)	\$ 360.00		
Trans from NA for Internet /phone	\$ -	\$ -	\$ 405.00	\$ 1,620.00	\$ 1,620.00	\$ (405.00)		
NA Insurance Reimbursement	\$ -	\$ -	\$ 750.00	\$ 3,000.00	\$ 3,000.00	\$ (750.00)		
Family Ministry Income	\$ -	\$ 30.00	\$ 6.00	\$ 30.00	\$ -	\$ 24.00		
Worship Income	\$ 100.00	\$ 1,283.00	\$ 102.00	\$ 413.00	\$ (870.00)	\$ 1,181.00		
Fellowship Income	\$ -	\$ 696.30	\$ 174.00	\$ 696.00	\$ (0.30)	\$ 522.30		
Caring ministry	\$ -	\$ 272.41	\$ 69.00	\$ 272.00	\$ (0.40)	\$ 203.41		
Admin Income	\$ 21.35	\$ 70.93	\$ -	\$ -	\$ (49.11)	\$ 70.93		
Outreach Income	\$ -	\$ -	\$ 21.00	\$ 86.00	\$ 86.00	\$ (21.00)		
Trans from Irene Jecklin Fund	\$ 1,000.00	\$ 3,000.00	\$ 2,670.00	\$ 10,680.00	\$ 7,680.00	\$ 330.00		
Noah's Arc Income (info only)	\$ 42,473.92	\$ 99,450.89	\$ 100,071.00	\$ 400,285.00	\$ 300,834.11	\$ (620.11)		
Total Income	\$ 42,606.84	\$ 127,586.94	\$ 114,396.00	\$ 457,604.00	\$ 330,017.06	\$ 13,190.94		
Expenses	Period Activity	YTD Balance	YTD Budget	Annual Budget	Annual Budget Remaining	YTD Balance-Budget		
Total Administration	\$ 1,889.27	\$ 5,113.02	\$ 7,107.00	\$ 28,423.00	\$ 23,309.98	\$ (1,993.98)		
Total Fellowship	\$ 57.74	\$ 57.74	\$ 126.00	\$ 500.00	\$ 442.26	\$ (68.26)		
Total Membership Outreach	\$ 145.84	\$ 145.84	\$ 206.00	\$ 825.00	\$ 679.16	\$ (60.16)		
Total Church Missions	\$ 3,556.00	\$ 10,668.00	\$ 9,571.00	\$ 38,283.00	\$ 27,615.00	\$ 1,097.00		
Total Stewardship	\$ -	\$ 589.21	\$ 420.00	\$ 1,680.00	\$ 1,090.79	\$ 169.21		
Total Parish Ed	\$ 150.20	\$ 385.33	\$ 1,722.00	\$ 6,890.00	\$ 6,504.67	\$ (1,336.67)		
Total Buildings and Grounds	\$ 5,743.75	\$ 13,289.55	\$ 15,990.00	\$ 63,961.00	\$ 50,687.49	\$ (2,700.45)		
Total Personnel Salary	\$ 29,028.49	\$ 87,240.53	\$ 90,326.00	\$ 361,254.00	\$ 274,009.71	\$ (3,085.47)		
Total Worship	\$ -	\$ 824.86	\$ 2,019.00	\$ 8,068.00	\$ 7,243.14	\$ (1,194.14)		
Total Family Ministry	\$ 52.26	\$ 113.27	\$ 375.00	\$ 1,500.00	\$ 1,386.75	\$ (261.73)		
Noah's Ark Total Expense (info only)	\$ 49,353.53	\$ 121,783.69	\$ 102,077.00	\$ 408,298.00	\$ 286,764.51	\$ (28,533.49)		
Total Expenses	\$ 40,623.55	\$ 118,427.35	\$ 127,862.00	\$ 511,384.00	\$ 392,968.69	\$ (28,533.49)		
Income-Expense (Operating)	\$ 1,983.29	\$ 9,159.59	\$ (13,466.00)	\$ (53,780.00)	\$ (59,771.64)	\$ (50,580.70)		
Noah's Ark Inc.-Exp.	\$ (6,879.61)	\$ (22,332.80)	\$ (2,006.00)	\$ (8,013.00)	\$ (11,026.00)	\$ (11,026.00)		
Consolidated Funds	\$ 114,888.71	\$ 2,180.40	\$ 3,899.63	\$ -	\$ 113,169.48	\$ (113,169.48)		
General Operating Account	\$ 45,250.29	\$ 52,943.99	\$ -	\$ -	\$ 59,478.74	\$ (6,534.75)		
Submitted by: Jonathan R. Brown	04/12/2021							

Bud. By Month

2021 Pledged & Unpledged Income by month

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

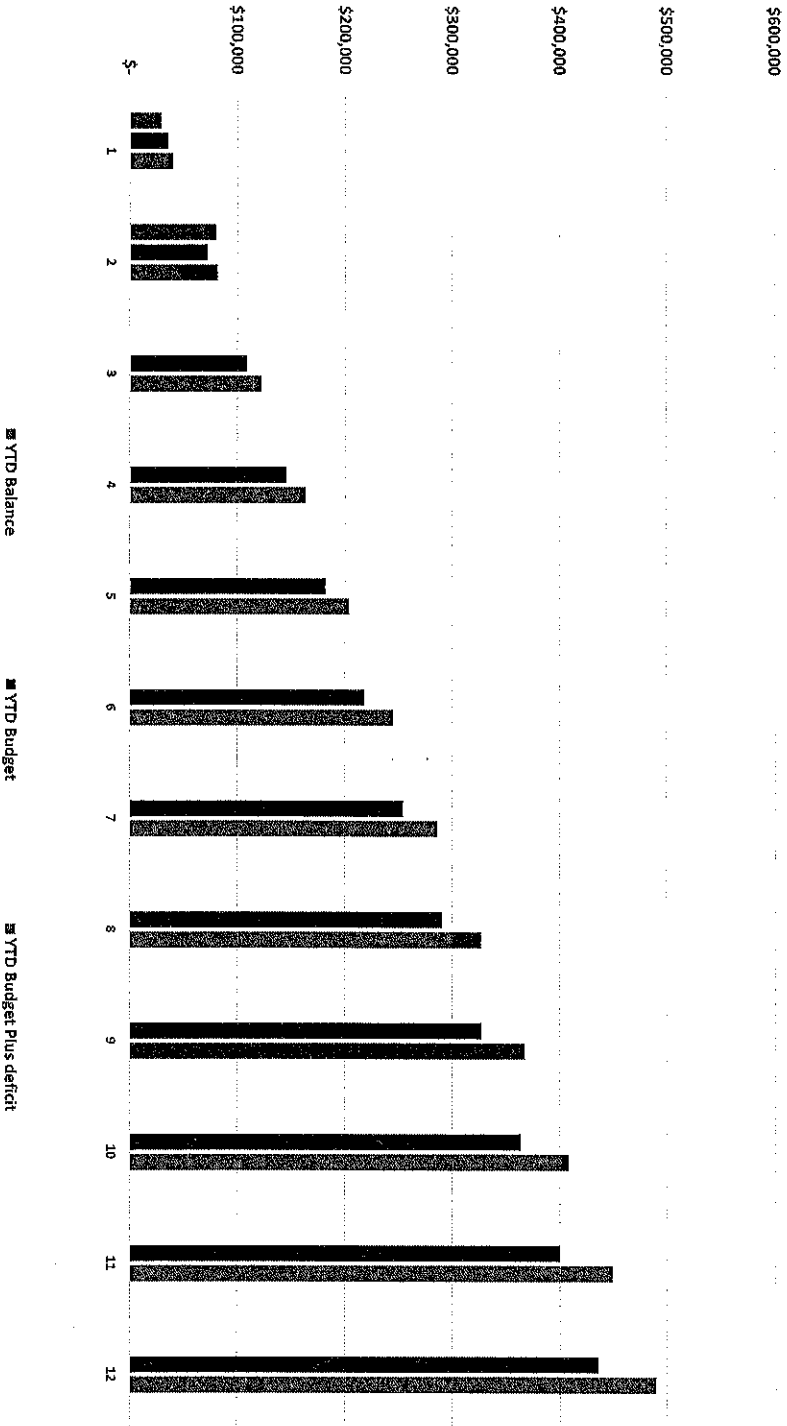


Green is actual for month—Red is budget per month (\$36,336). Blue is amount needed for monthly budget plus monthly deficit—\$4,482. monthly amount is \$40,818.

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	\$ 81,686	\$ 122,454	\$ 163,272	\$ 204,090	\$ 244,908	\$ 285,726	\$ 326,544	\$ 367,362	\$ 408,180	\$ 448,998	\$ 489,816

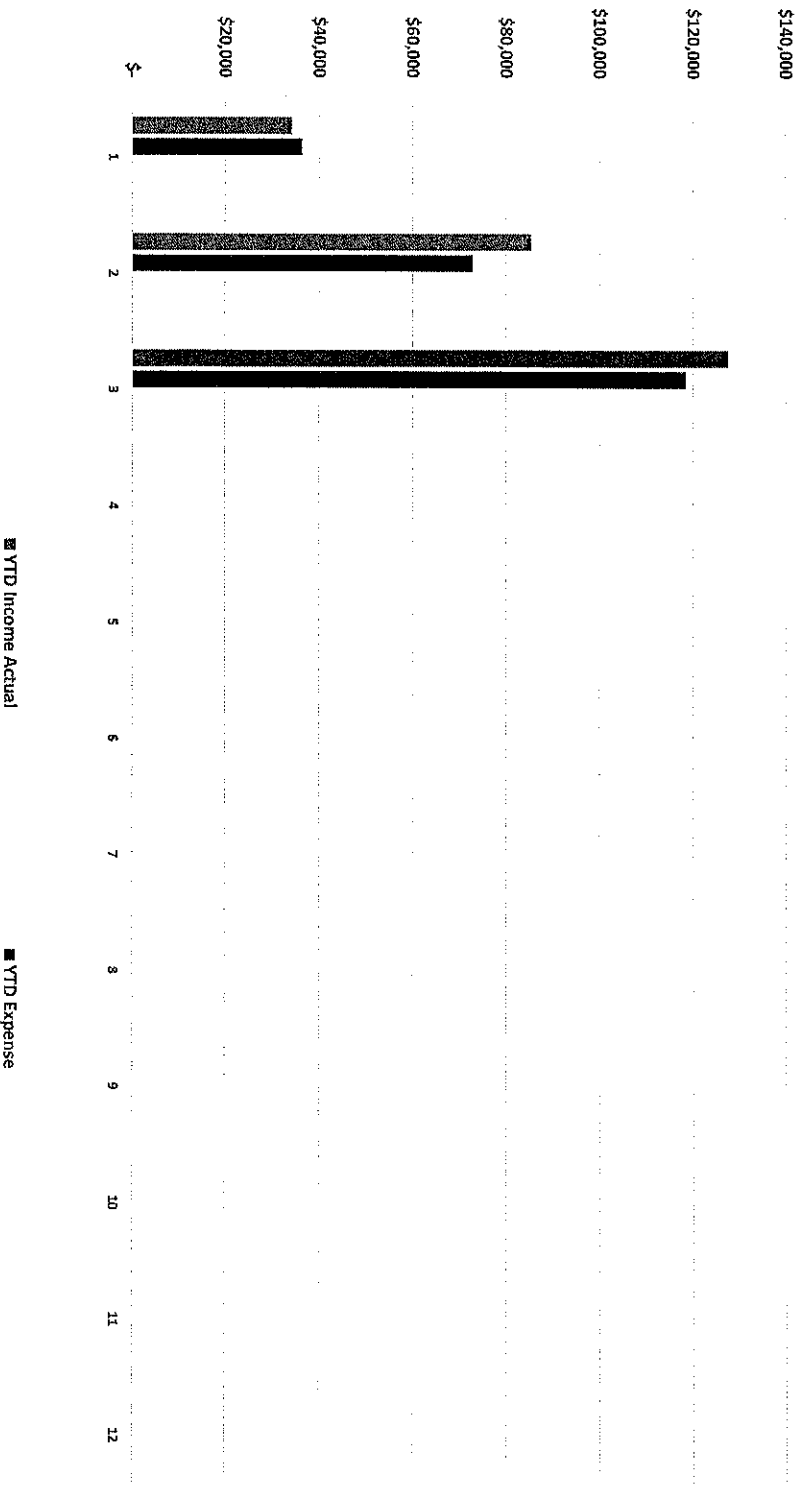
2021 YTD Balance, Budget & Plus Deficit Pledged & Unpledged Income



2021 Income & Expense by YTD

	Jan.	Feb.	Mar.	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
YTD Income Actual	\$ 34,150	\$ 85,280	\$ 127,587									
YTD Expense	\$ 36,336	\$ 72,672	\$ 118,427									

2021 YTD Income vs Expense-Actual



Holy Trinity Lutheran Church - Dubuque - Dubuque IA
Bank Reconciliation - Statement Ending March 31, 2021

Wednesday, April 7, 2021 2:31 PM

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Statement Ending Date: 03/31/2021
Account: General Operating Checking (1,100,000)
Statement Ending Balance: \$59,478.74

Outstanding Checks and Withdrawals

03/16/2021	42740	260.00	Pastor Derek Rosenstiel
03/16/2021	42741	62.50	Pastor Joshua Martyn
03/29/2021	42749	376.40	Pastor Joshua Martyn
03/31/2021	42750	58.33	EWALU
03/31/2021	42751	3,497.67	NORTHEASTERN IOWA SYNOD - ELCA
03/31/2021	42752	145.84	Big River Sign Co.
03/31/2021	42753	16.00	Shari Martelle
Total:		\$4,416.74	

Adjusted Bank Balance: \$55,062.00
Balance per Accounting: \$55,062.00
Difference to Reconcile: \$0.00

This bank reconciliation has not been finalized.

Holy Trinity Lutheran Church - Dubuque - Dubuque IA
Bank Reconciliation - Statement Ending March 31, 2021

Tuesday, April 6, 2021 12:02 PM

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Statement Ending Date:	03/31/2021
Account:	Noah's Ark Operating Checking (1.100.045)
Statement Ending Balance:	\$45,144.05

Outstanding Checks and Withdrawals

03/31/2021	2090	15,355.00	East Iowa Mechanical
03/31/2021	2091	1,498.35	Interiors...by design
03/31/2021	2092	2,998.15	Interiors...by design
Total:		\$19,851.50	

Adjusted Bank Balance:	\$25,292.55
Balance per Accounting:	\$25,292.55
Difference to Reconcile:	\$0.00

This bank reconciliation has not been finalized.

Holy Trinity Lutheran Church - Dubuque - Dubuque IA
Bank Reconciliation - Statement Ending March 31, 2021

Tuesday, April 6, 2021 11:46 AM

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Statement Ending Date:	03/31/2021
Account:	Designated Funds Checking (1.100.035)
Statement Ending Balance:	\$113,814.08

Outstanding Checks and Withdrawals

04/30/2019		4.80	(Journal Entry)
04/30/2019		4.80	(Journal Entry)
03/08/2021	1884	300.00	Smith Crew LLC
03/30/2021	1886	80.00	BOY SCOUTS TROOP 51
03/31/2021	1887	100.00	ELCA WORLD HUNGER APPEAL
03/31/2021	1888	155.00	LUTHERAN WORLD RELIEF
Total:		\$644.60	

Adjusted Bank Balance:	\$113,169.48
Balance per Accounting:	\$113,169.48
Difference to Reconcile:	\$0.00

This bank reconciliation has not been finalized.

Holy Trinity Lutheran Church - Dubuque - Dubuque IA
Bank Reconciliation - Statement Ending March 31, 2021

Tuesday, April 6, 2021 9:18 AM

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Statement Ending Date:	03/31/2021
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.

Holy Trinity Lutheran Church - Dubuque - Dubuque IA
Balance Sheet as of March 31, 2021

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Account #	Account Name	Beginning Balance	YTD Balance
Assets			
1.100.000	General Operating Checking	45,250.29	55,062.00
1.100.035	Designated Funds Checking	119,752.15	113,169.48
1.100.045	Noah's Ark Operating Checking	47,625.35	25,292.55
	Total Current Assets	\$212,627.79	\$193,524.03
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	\$3,486,428.33
Liabilities			
2.000.000	Accounts Payable/Vendors	1,078.01	1,730.13
	Total Accounts Payable	\$1,078.01	\$1,730.13
	Total Liabilities	\$1,078.01	\$1,730.13
Fund Balance			
3.000.000	Noah's Ark Operating Checkbook	47,625.35	25,292.55
3.001.000	General Operating Checkbook	44,172.28	53,331.87
	Total Operating Fund	\$91,797.63	\$78,624.42
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	113,169.48
	Total Fund Balance	\$3,504,454.08	\$3,484,698.20
	Total Liabilities and Fund Balance	\$3,505,532.09	\$3,486,428.33

Holy Trinity Lutheran Church - Dubuque - Dubuque IA
 Consolidated Fund Activity Report for March 2021

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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	13.93	4.89	0.00	0.00	18.82
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	75.00	0.00	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	35.00	60.00	0.00	0.00	95.00
3.040.003	Presentation Lantern Center Fund Balance	75.00	0.00	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	48.51	34.94	0.00	13.57
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	80.00	80.00	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	100.00	100.00	0.00	0.00
3.041.003	LWR	50.00	105.00	155.00	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

Holy Trinity Lutheran Church - Dubuque - Dubuque IA
 Consolidated Fund Activity Report for March 2021

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Account #	Account Name	Beg Balance	Receipts	Disbursements	Transfers/JE's	End Balance
3.041.007	Hunger Outreach Balance	6,754.53	73.00	0.00	0.00	6,827.53
3.041.009	Rescue Mission	50.00	0.00	0.00	0.00	50.00
3.041.010	Food Pantry DBQ	50.00	0.00	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	50.00	0.00	0.00	0.00	50.00
3.041.019	LSI Mission	0.00	0.00	0.00	0.00	0.00
3.041.021	St. John's Guest House	100.00	0.00	0.00	0.00	100.00
3.041.022	Pastor's Emergency Fund	3,940.10	840.00	1,667.79	0.00	3,112.31
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	60.00	270.00	0.00	0.00	330.00
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	0.00	0.00	0.00	0.00
3.041.034	Opening Doors Women's Shelter Offering	100.00	0.00	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	9,473.94	599.00	195.65	0.00	9,877.29
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	8,705.00	0.00	1,000.00	0.00	7,705.00
3.100.015	Basant Persaud Memorial Balance	1,425.00	0.00	0.00	0.00	1,425.00

Holy Trinity Lutheran Church - Dubuque - Dubuque IA
 Consolidated Fund Activity Report for March 2021

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Account #	Account Name	Beg Balance	Receipts	Disbursements	Transfers/JE's	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	11,667.50	0.00	666.25	0.00	11,001.25
Total		\$114,888.71	\$2,180.40	\$3,899.63	\$0.00	\$113,169.48

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

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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	40,636.86	120,623.82*	109,008.00	436,037.00	315,413.18
4.100.001	Loose Plate	807.00	1,157.00*	939.00	3,750.00	2,593.00
4.100.002	Seasonal	40.00	40.00	249.00	1,000.00	960.00
4.100.004	Interest Income	1.63	4.37*	3.00	20.00	15.63
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	405.00	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	0.00	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	21.35	70.93*	0.00	0.00	(70.93)
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	750.00	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*	6.00	30.00	0.00
4.100.032	Outreach Income	0.00	0.00	21.00	86.00	86.00
4.100.033	Worship Income	100.00	1,283.00*	102.00	413.00	(870.00)
4.100.034	Fellowship Income	0.00	696.30*	174.00	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*	69.00	272.00	(0.41)
4.100.039	Transfer from Irene Jecklin Memorial Fund	1,000.00	3,000.00*	2,670.00	10,680.00	7,680.00
	Total General Fund Giving	\$42,606.84	\$127,586.94*	\$114,396.00	\$457,604.00	\$330,017.06
	Total Income	\$42,606.84	\$127,586.94	\$114,396.00	\$457,604.00	\$330,017.06
Expense						
5.100.000	Line of Credit Interest Expense	0.00	0.00	150.00	600.00	600.00
5.100.002	Monthly internet subscriptions	101.60	123.00	1,095.00	4,382.00	4,259.00
5.100.003	Admin - Copier + paper	637.80	1,601.80*	1,446.00	5,784.00	4,182.20
5.100.004	Hardware	0.00	0.00	501.00	2,000.00	2,000.00
5.100.005	Admin - Office Supplies	395.34	934.09	1,851.00	7,400.00	6,465.91
5.100.006	Admin - Pastor Discretionary	0.00	0.00			
5.100.007	Admin - Postage	100.85	699.56*	126.00	500.00	(199.56)
5.100.008	Admin - Printed Material	136.00	280.85	300.00	1,200.00	919.15

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

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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	180.05	722.15*	249.00	1,000.00	277.85
5.100.010	Meetings Misc. expense	89.06	243.05*	0.00	0.00	(243.05)
5.100.011	Credit Card Fees	19.15	32.43	210.00	840.00	807.57
5.100.012	Staff Mileage	0.00	45.85*	42.00	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	90.00	360.00	360.00
5.100.016	Fall Theological Conference	0.00	0.00	99.00	400.00	400.00
5.100.017	Synod Assembly Registration	0.00	0.00	375.00	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	15.00	60.00	60.00
5.100.029	Background Check	0.00	0.00	30.00	120.00	120.00
5.100.030	Misc. - books/training materials	174.78	174.78	270.00	1,080.00	905.22
5.100.031	HK Payroll Services	54.64	255.46	258.00	1,030.00	774.54
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	\$1,889.27	\$5,113.02	\$7,107.00	\$28,423.00	\$23,309.98
5.105.000	Fellowship Expense	57.74	57.74	126.00	500.00	442.26
	Total Fellowship Expense	\$57.74	\$57.74	\$126.00	\$500.00	\$442.26
5.115.000	Outreach - Advertising	0.00	0.00	125.00	500.00	500.00
5.001	Banners	145.84	145.84*	81.00	325.00	179.16
	Total Outreach Exp	\$145.84	\$145.84	\$206.00	\$825.00	\$679.16
5.120.003	CMB - ELCA Synod	3,268.92	9,806.76*	8,721.00	34,883.00	25,076.24
5.120.011	CMB - Missionary Sponsorship	228.75	686.25*	675.00	2,700.00	2,013.75
5.120.013	CMB - Rescue Mission	0.00	0.00			
5.120.020	CMB - EWALU Support	58.33	174.99	175.00	700.00	525.01
	Total Church Missions Expense	\$3,556.00	\$10,668.00*	\$9,571.00	\$38,283.00	\$27,615.00
5.120.030	Stewardship - Postage/Supplies	0.00	589.21*	375.00	1,500.00	910.79
5.120.031	Green Team	0.00	0.00	45.00	180.00	180.00
	Total Stewardship Expense	\$0.00	\$589.21*	\$420.00	\$1,680.00	\$1,090.79
5.130.002	9th Grade Confirmation Dinner	0.00	0.00	87.00	350.00	350.00
5.130.003	Confirmation Curr and Supp	0.00	0.00	100.00	400.00	400.00
5.130.004	6th, 7th and 8th Conf. Retreat	0.00	0.00	250.00	1,000.00	1,000.00
5.130.005	Splash Material	56.85	56.85	126.00	500.00	443.15
5.130.006	Gift Bibles	0.00	106.45*	99.00	400.00	293.55
5.130.011	Adult Education	93.35	93.35*	50.00	200.00	106.65
5.130.012	Sunday School Curriculum	0.00	128.68	281.00	1,125.00	996.32
5.130.013	Youth Education	0.00	0.00	39.00	150.00	150.00
5.130.014	Youth Gathering	0.00	0.00	51.00	200.00	200.00
5.130.015	Camps	0.00	0.00	249.00	1,000.00	1,000.00
5.130.016	VBS	0.00	0.00	225.00	900.00	900.00
5.130.030	1st Communion Supplies	0.00	0.00	75.00	300.00	300.00
5.130.031	Teacher Appreciation	0.00	0.00	30.00	125.00	125.00
5.130.032	Children Sermons/Worship	0.00	0.00	60.00	240.00	240.00
	Total Parish Education Expense	\$150.20	\$385.33	\$1,722.00	\$6,890.00	\$6,504.67
5.140.000	Church Disinfectant system	0.00	0.00	501.00	2,000.00	2,000.00
5.140.001	Property - Custodial Supplies	0.00	252.50	1,125.00	4,500.00	4,247.50
5.140.002	Property - Electricity	1,236.94	3,516.10	3,750.00	15,000.00	11,483.90
5.140.003	Property - Insurance	0.00	2,146.50	2,709.00	10,841.00	8,694.50
5.140.005	Property - M/R Grounds Church	0.00	93.75	849.00	3,400.00	3,306.25

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

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Account #	Account Name	Period Activity	YTD Balance	Budget YTD	Annual Budget	Annual Budget Remaining
5.140.006	Property - Natural Gas	1,371.79	3,237.42*	1,749.00	7,000.00	3,762.58
5.140.007	Property - Outside Ground Care	848.94	848.94*	750.00	3,000.00	2,151.06
5.140.008	HVAC	0.00	(1,380.00)	249.00	1,000.00	2,380.00
5.140.009	Property - Telephone	559.84	873.53	1,389.00	5,550.00	4,676.47
5.140.010	M/R Church Sanctuary & Property	813.20	2,209.52*	501.00	2,000.00	(209.52)
5.140.011	Property - Water	179.50	537.75*	501.00	2,000.00	1,462.25
5.140.012	Waste Disposal (Dittmer)	110.00	330.00	375.00	1,500.00	1,170.00
5.140.013	Fire Extinguishers (DBQ Fire)	0.00	0.00	75.00	300.00	300.00
5.140.014	Ansul Kitchen Hood Cleaning & Insp.	0.00	0.00	75.00	300.00	300.00
5.140.015	FOG inspection (City) every 6 months	0.00	0.00	87.00	350.00	350.00
5.140.016	Sprinkler Backflow test 4' lines	0.00	0.00	69.00	275.00	275.00
5.140.017	Sprinkler Backflow test 2' & 3/4" lines	0.00	0.00	48.00	195.00	195.00
5.140.018	Elevator Safety Test	0.00	0.00	162.00	650.00	650.00
5.140.019	Snow Removal	607.50	607.50*	501.00	2,000.00	1,392.50
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	150.00	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	375.00	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	16.04	16.04			
	Total Building & Grounds Expense	\$5,743.75	\$13,289.55	\$15,990.00	\$63,961.00	\$50,687.49
5.210.000	Worship - Altar Supply	0.00	269.20	375.00	1,500.00	1,230.80
5.210.001	Worship - Bell Choir Supplies	0.00	0.00	24.00	100.00	100.00
5.210.002	Lifeline Maintenance	0.00	0.00	381.00	1,518.00	1,518.00
5.210.003	Worship - Copyright License	0.00	0.00	462.00	1,850.00	1,850.00
5.210.004	Worship- Music Events	0.00	0.00			
5.210.005	Worship - Music Material	0.00	19.44	99.00	400.00	380.56
5.210.007	Worship - Organ/Piano Maint	0.00	0.00	501.00	2,000.00	2,000.00
5.210.009	Guest Musician	0.00	0.00	63.00	250.00	250.00
5.210.011	Worship Continuing Education Exp.	0.00	50.55*	12.00	50.00	(0.55)
5.210.012	Sound System maintenance	0.00	0.00	51.00	200.00	200.00
5.210.013	Instrument Maintenance (cord, drums, strings, etc)	0.00	485.67*	51.00	200.00	(285.67)
	Total Worship Expense	\$0.00	\$824.86	\$2,019.00	\$8,068.00	\$7,243.14
5.215.000	Family Ministry- Hspty/Flwshp	52.26	113.27	375.00	1,500.00	1,386.73
	Total Family Ministry Expense	\$52.26	\$113.27	\$375.00	\$1,500.00	\$1,386.73
5.148.000	Pulpit Supply	0.00	0.00			
5.148.000	Pastor - Salary	2,442.74	7,328.22*	7,245.00	28,983.00	21,654.78
5.148.001	Pastor - Pension	667.49	2,002.47	2,005.00	8,020.00	6,017.53
5.148.002	Pastor - Health	2,142.00	6,426.00	6,426.00	25,704.00	19,278.00
5.148.003	Pastor - Con't Ed	434.64	483.29*	225.00	900.00	416.71
5.148.004	Pastor - Professiona Publication Exp	228.06	469.34*	174.00	700.00	230.66

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Account #	Account Name	Period Activity	YTD Balance	Budget YTD	Annual Budget	Annual Budget Remaining
5.148.005	Pastor-Housing	3,333.34	10,000.02*	9,999.00	40,000.00	29,999.98
5.148.006	Pastor Soc. Sec. Allowance	310.70	932.10	984.00	3,930.00	2,997.90
5.148.007	Pastor - Retiree/Survivor	0.00	0.00			
5.148.008	Pastor-Disab/Admin	91.02	273.06*	273.00	1,094.00	820.94
5.148.009	Pastor-Car Allowance/Mileage	0.00	0.00	501.00	2,000.00	2,000.00
5.148.010	Pastor-Cell Phone	62.50	187.50	189.00	750.00	562.50
5.148.011	Pastor-Computer Allowance	0.00	0.00			
5.148.014	Pastor - Group Life Insurance	42.48	127.44	129.00	510.00	382.56
	Total Pastoral Salary Expense	\$9,754.97	\$28,229.44*	\$28,150.00	\$112,591.00	\$84,361.56
5.149.000	Associate Salary	2,716.74	8,150.22*	8,118.00	32,473.00	24,322.78
5.149.001	Call Process	0.00	0.00			
5.149.002	Associate Pastor - Pension	462.57	1,387.71	1,392.00	5,565.00	4,177.29
5.149.003	Associate Pastor - Housing	1,666.66	4,999.98	5,001.00	20,000.00	15,000.02
5.149.004	Associate Pastor - Soc. Sec. Allowance	253.54	760.62	795.00	3,179.00	2,418.38
5.149.005	Associate Pastor - Retiree Support	0.00	0.00			
5.149.006	Associate Pastor - Disability	69.39	208.17	210.00	835.00	626.83
5.149.007	Associate Pastor - Group Life	32.38	97.14	99.00	390.00	292.86
5.149.008	Associate Pastor - Professional Exp	0.00	0.00			
5.149.009	Associate Pastor - Con't Ed	0.00	0.00	225.00	900.00	900.00
5.149.010	AP - HLTH Insurance Reimbursement	260.00	780.00	780.00	3,120.00	2,340.00
	Total Associate Pastor Expense	\$5,461.28	\$16,383.84	\$16,620.00	\$66,462.00	\$50,078.16
5.150.030	Family Minister - Salary	3,015.84	9,047.52*	3,771.00	15,079.00	6,031.48
5.150.031	Family Minister - Pension	241.27	723.81*	303.00	1,206.00	482.19
5.150.032	Family Minister- Dis/Admin	45.24	135.72*	57.00	226.00	90.28
5.150.033	Family Minister - Health	853.00	2,559.00*	1,065.00	4,265.00	1,706.00
5.150.034	Family Minister - Continuing Education	0.00	305.97*	21.00	83.00	(222.97)
5.150.035	Family Minister-Cell Phone	65.00	195.00*	81.00	325.00	130.00
5.150.037	Part time Youth Minister	0.00	0.00	3,645.00	14,583.00	14,583.00
5.150.038	Family Minister - Group Life Insur	21.11	63.33*	27.00	106.00	42.67
	Total Family Minister Salary Exp	\$4,241.46	\$13,030.35*	\$8,970.00	\$35,873.00	\$22,842.65
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	99.00	400.00	400.00
5.155.004	Grief Share	0.00	0.00	60.00	240.00	240.00
	Total Stephen Min. Salary Exp	\$0.00	\$0.00	\$159.00	\$640.00	\$640.00
5.160.041	Handbell Choir Director	0.00	0.00			
5.160.045	Contemporary Music Leader	1,394.60	3,261.50	3,735.00	14,935.00	11,673.50
5.160.046	Music Minister Salary	1,794.78	6,006.64*	5,385.00	21,537.00	15,530.36
5.160.047	Service Accompanist	0.00	0.00	351.00	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	\$3,189.38	\$9,268.14	\$9,471.00	\$37,872.00	\$28,603.86

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5.100.035	Employees Deductions	(4.00)	(4.00)			
5.170.000	Office Mngr - Wage	2,808.00	8,704.80	9,126.00	36,504.00	27,799.20
5.170.001	Office Mngr - Pension - ELCA	243.33	729.99*	729.00	2,920.00	2,190.01
5.170.002	Office Mngr - Dis/Admin	45.63	136.89	138.00	548.00	411.11
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	63.87*	63.00	256.00	192.13
5.170.010	Office Assistant - Wages	1,048.74	3,495.49*	2,886.00	11,543.00	8,047.51
5.170.020	Financial Asst - Wages	1,113.13	3,647.81*	3,138.00	12,549.00	8,901.19
5.170.050	Office Staff Continuing Ed	0.00	0.00	100.00	400.00	400.00
	Total Office Salary Expense	\$5,276.12	\$16,774.85*	\$16,180.00	\$64,720.00	\$47,941.15
5.175.000	Cleaning	0.00	0.00	4,452.00	17,805.00	17,805.00
5.175.010	Maintenance - Salary	246.50	246.50	3,315.00	13,260.00	13,013.50
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	\$246.50	\$246.50	\$7,767.00	\$31,065.00	\$30,818.50
5.190.000	Non Pastoral Staff - FICA	858.78	2,607.91*	2,139.00	8,557.00	5,949.09
5.190.001	Workers Compensation	0.00	699.50	870.00	3,474.00	2,774.50
	Total Other Staff Expense	\$858.78	\$3,307.41*	\$3,009.00	\$12,031.00	\$8,723.59
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	\$40,623.55	\$118,427.35	\$127,862.00	\$511,384.00	\$392,968.69
	Total Expense	\$40,623.55	\$118,427.35	\$127,862.00	\$511,384.00	\$392,968.69
	Difference	<u>\$1,983.29</u>	<u>\$9,159.59</u>	<u>(\$13,466.00)</u>	<u>(\$53,780.00)</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	0.00	201.00	800.00	800.00
4.300.003	Noah's Ark- Dnts/Gvng Tree	6,112.95	6,112.95*	999.00	4,000.00	(2,112.95)
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	1.09	3.30*	0.00	0.00	(3.30)
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	36,359.88	93,334.64	98,871.00	395,485.00	302,150.36
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	\$42,473.92	\$99,450.89	\$100,071.00	\$400,285.00	\$300,834.11
	Total Income	\$42,473.92	\$99,450.89	\$100,071.00	\$400,285.00	\$300,834.11
Expense						
5.300.000	Teacher & Director- Salaries	7,237.16	20,711.48*	20,150.00	80,600.00	59,888.52
5.300.001	Teacher Salaries	16,632.10	50,634.06	66,642.00	266,572.00	215,937.94
5.300.002	Noah's Ark -Telephone	135.00	330.00*	180.00	720.00	390.00
5.300.003	Noah Ark - Dues / Con't Ed	86.80	418.86*	189.00	750.00	331.14
5.300.004	Noah's Ark - Repairs	20,423.40	34,026.92*	0.00	0.00	(34,026.92)
5.300.005	Noah's Ark - Advertising	0.00	0.00	63.00	250.00	250.00
5.300.006	Noah's Ark - Supplies	761.18	2,380.58*	2,151.00	8,600.00	6,219.42
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	750.00	3,000.00	2,293.50
5.300.009	Noah's Ark - FICA	1,825.95	5,633.42	6,639.00	26,559.00	20,925.58
5.300.010	Transaction Processing Fees	98.40	250.20			
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	0.00	30.00	51.00	200.00	170.00
5.300.014	Snacks/milk Child Care	316.86	1,151.63*	0.00	0.00	(1,151.63)
5.300.018	N.A.-Teacher & Director Pension ELCA	808.46	2,425.38*	2,418.00	9,672.00	7,246.62
5.300.019	N.A. - Teacher Health	800.00	2,400.00*	2,100.00	8,400.00	6,000.00
5.300.020	N.A. Teacher & Director Dis/Adm	101.06	303.18*	300.00	1,200.00	896.82
5.300.022	N.A. Substitutue Teacher	0.00	0.00			
5.300.023	N. A. Teacher Director-Retiree/Survivor	0.00	0.00	75.00	300.00	300.00
5.300.024	N. A. Teacher & Director - Group Life Insur	47.16	141.48*	30.00	125.00	(16.48)
5.300.033	Computer/Software	80.00	240.00	339.00	1,350.00	1,110.00
	Total Noah's Ark Expense	\$49,353.53	\$121,783.69*	\$102,077.00	\$408,298.00	\$286,764.51
	Total Expense	\$49,353.53	\$121,783.69	\$102,077.00	\$408,298.00	\$286,764.51
	Difference	(\$6,879.61)	(\$22,332.80)	(\$2,006.00)	(\$8,013.00)	

* = Income/Expense exceeds amount budgeted to date

4.6.2021 Outreach Team meeting notes

Attendees: Gretchen, Sue, Judy, Mary, Glenn and Pastor Derek

Meeting held on ZOOM

- Update on Dubuque Rescue Mission meal
 - Mary gave an update on the plan. HTLC will provide the Noon meal for the Dubuque Rescue Mission on Sunday, April 11. The plan is for Gretchen to purchase groceries through funds from the Hunger food account. Judy will help on Saturday to prep the food. Menu TBA. Sue and Mary to deliver the food on Sunday and help with the serving. Pastor Derek will also help with the service and offer a prayer.
- Sue is still contacting members to help stock the food pantry. Mary made suggestions of some folks that might be willing to help.
- Discussed funds that had been awarded from the HTLC Foundation in 2020 that have not been redeemed. Three grants were awarded for the Outreach team: Laundry mat wash night / Neighborhood Patio Event / Garden Produce. The Laundry Mat wash night & the Neighborhood Patio Events are still hopeful for 2021. The Garden Produce money Gretchen thought had been redeemed. She will check to be sure the money we accessed from the correct account.
- We discussed submitting grants for the 2021 distribution. Sue will submit a grant for the Helping Hands Project.
- Sue & Gretchen to work on creating a Time & Talent Sheet focused on the time & talent needs of the Helping Hand Project
- Food Distribution is schedule hosted by HTLC on 5/15 & 7/17. Glenn discussed options to add additional dates. Glenn will present optional additional dates at the May meeting that will work for the food provider and the church calendar.
- Discussed supply of food for the pantry. Sue will ask for volunteers to do shopping for the pantry and turn in expenses for reimbursement from the food hunger fund. Gretchen to work on grocery list.
- Discussed the roster list – active and inactive members. Asked for volunteers to write notes. Mary and Judy both volunteered to send notes.

Parish Education and Family Ministry Committee Meeting Minutes **4/6/21**

Present: Dan Wild, Betsy Wild, Sara McCaw, Tami Ernster, Joni Wlochall, Bill Wlochall, Amanda Kelly, Karley Galusha, Amanda Staade

The meeting opened at 6:00 pm.

The minutes of March 2, 2021 were approved.

Budget Review – Sara is still checking on the charge of \$615 spent on valentine materials and some Visa expenses. Also spent was funds for Splash, large print bibles and adult education.

Sunday School – There will be one more recorded unit for the Sunday School year. The story is feeding of the 5000. Hopefully the next Sunday School year will be back in the church.

Bible Explorers and Confirmation are back to Wednesday on April 7th. This week will be just the 8th graders to work on their faith statements. Confirmation is scheduled for May 23rd. It is hoped that the confirmation will be fully in person, but if not, it will be just the students and their families.

Vacation Bible School – The program will be for 3 days from 1:30 to 5:30, August 3-5, 2021. The theme is “Created in Christ”. Opening and closing will be held in the sanctuary. The days will be split into field trips and centers. The younger children will have the first trip and return at 3:30 so that the older children can go on the field trip. If some of the younger children need naps before coming, they can skip the field trip and join the program at 3:30. The daily program will end with a meal. The biggest cost to the budget will be the field trip transportation for the children. Sara is still looking for helpers. Chris Bode will be in charge of the field trips. Karley will make a new VBS sign for the front lawn of the church.

Family Ministry – The Holy Week walk went well on Palm Sunday. There were 13 families who participated. The next project is working on the Gardens of Grace on April 17th from 10:00 until noon. Snacks will be provided. The Crop Walk will be May 22nd. It will start and end at Murphy Park and will run to St Elias Church. Games and activities will be available in the park. Snacks and sack lunches will be provided. Registration is at 9:30 and the walk begins at 10. It should be completed by 1:30.

Youth in 7th through 12th grades are going to have a mini camp on June 6-7, at Governor Dodge. Sara has reserved 3 sites. As it is close, students can drive themselves or parents can bring them and drop them off.

The meeting adjourned at 7:05 pm.

Submitted by: Tami Ernster

Noah's Ark Board Meeting

4.6.21

Minutes

Present: Jason Duba, Mandy Lindecker, Jenifer Montgomery, Jessica Rheault, Kate Stierman

Director's Report

- Easter Egg Hunt was great – thank you to the Stierman family for putting it on
- Planning for a summer kickoff on May 8 with water play
- Outdoor play area: met \$2,000 goal
 - Lampe Landscaping may help with the project
- Website: parent Jenne Lewis working with Jenifer to develop new site
- Enrollment
 - Thinking of options for the under-enrolled Lion and Giraffe classes, including creative use of space
 - Summer enrollment looking good
 - Don't want Noah's Ark to get too big
- Staffing
 - A \$10 paid Facebook ad helped bring in more applicants
 - Maddie Enke hired for 1-year-old room
 - Jacy Paar hired as floater for 2-and-under
 - Substitutes have been great

Treasurer's Report

- Overview of monthly figures and current status
- Preparing to consider scenarios such as increased minimum wage and changes to state 4K program

Staff appreciation/Parent group

- Mandy has established the account with Stuff Etc., so people can start donating for Noah's Ark to receive 40%. Mandy will work with Jenifer to publicize this.
- Teacher appreciation week is May 3-7, so Mandy will contact Ryan to come up with some ideas

Continuing resolution

- Jason, Kate, and Katie met to review and discuss elements to include in a continuing resolution and how they could be structured. A draft of this document will be shared next month.

COVID policies

- DHS no longer requires kids in daycare centers to be masked
- Motion by Mandy, seconded by Jessica to end Noah's Ark's policy requiring children to be masked. Motion carried by unanimous vote.

Vacation Bible School

- There had been some confusion with Church Family Ministry program wanting to use downstairs space for VBS during the hours that Noah's Ark is open. That was resolved during a meeting on Monday, and VBS will be upstairs.
- Consideration will be given to incorporating elements of VBS with the Noah's Ark programming

Staffing incentives

- Jenifer will be meeting with a representative from NICC to learn about their early child education offerings as a potential incentive to offer our teachers
- Staff bonuses under consideration
- An Assistant Director or other supervisory point person could be considered

Family Ministers Report

April 20, 2021

1. The program year for Bible Explorers Class, for 5th and 6th grade students, is winding down. The Bible lessons will end this month, and next month we will have a review and end of year party. We have studied the stories of the Old Testament this year.
2. Confirmation Class, for 7th and 8th grade students, is also winding down for the program year. We finished our unit of the Apostles' Creed. This year focused on the catechism is the focus of this year's lessons. We will end the class with a review and end of year party.
3. Eighth grade students will affirm their baptisms on Pentecost Sunday, May 23. There will be no banquet for the students, but we are hoping to have a reception for them, possibly outside on the patio.
4. We will soon record our last online Sunday School unit for the program year. The last unit will focus on the story "Feeding the 5000." Many thanks to Lisa Anderson, Kari Chesterman, Terry Hoefflin, Pr. Derek, and Dan Wild for helping with the leadership of online Sunday School.
5. High School Fellowship meets regularly twice a month. The program includes a Bible study event and a service event. We have started meeting in person at the church since we usually have ten participants. Our next event will be a service event to help with the Gardens of Grace. Next month, we will have a bonfire at the Larsen's home (postponed because of weather), and help with the CROP Walk on May 22
6. I helped Pr. Derek deliver Easter gift bags to our isolated members. The high school students helped make cards and fill the bags. I had some nice visits with members of our congregation.
7. Four students were welcomed to the Lord's Table on Maundy Thursday, April 1. It was a joy to celebrate with Alexandra Goldsmith, Breanna Silvis, Easton Silvis, and Elijah Williams.
8. Family Ministry Team held a Holy Week Walk on the grounds of HTLC on Sunday, March 28, Palm Sunday, from 2:00 to 5:00 pm. The walk included eight activity stations led by members of the Family Ministry Team. Thirteen families braved the cold and wind to participate.
9. Chris Bode and Mary Emily Duba have expressed interest in organizing the Gardens of Grace this summer. A garden workday is scheduled for Saturday, April 17, 10:00 am to noon. The High School Students will help plant the gardens, but all ages are invited to help. A church grounds workday will take place in the afternoon from 1:00 to 4:00 pm.

Vacation Bible School 2021

Created in Christ

Day #1: Discovering God's Creation

- Scripture Text – Genesis 1:1 to 2:3, seven days of creation.
- Key Verse – *“God saw everything that God had made, and indeed, it was very good.”*
Genesis 1:31
- Songs: *“All Things Bright and Beautiful”, “All God’s Critters”, “See the Work of the Lord”*
- Art: Creation Mobiles
- Recreation: Creation Tag, Scavenger Hunt
- Storytelling: *Old Turtle*
- Field Trip: Swiss Valley Nature Center, EB Lyons Nature Center

Day #2: Partners in God's Creation

- Scripture Text – Genesis 2:4-9, 15-24, God creates the first man and woman.
- Key Verse – *“The Lord God took the man and put him in the garden of Eden to till it and keep it.”* Genesis 2:15
- Songs: *“Inch by Inch”, “God Gave to Me a Life to Live”,*
- Art: Creation Mobiles
- Recreation: *“Adam and the Animals”, “Flying Enchiladas”*
- Storytelling: *Partners and The Tomato Plant*
- Field Trip: Dubuque Rescue Mission Gardens, Arboretum

Day #3: Recreated in Christ

- Scripture Text – Luke 19:1-10
- Key Verse – *“So if anyone is in Christ, there is a new creation: everything old has passed away; see, everything has become new!”*
- Songs: *“If Anybody Asks You Who I Am”, “I’ve Got the Joy, Joy, Joy”*
- Art: Creation Mobiles and Jar Art
- Recreation: *“Elephant, Palm Tree, Giraffe”, “Charades”*
- Storytelling: Bible Characters who changed after meeting Jesus
- Field Trip: Dubuque Solar Field, Bee Branch Project

Daily Schedule:

Space Needs for VBS

Large room for opening and closing time - Sanctuary

- Display walls
- Set up for the band (keyboard, sound system, several mics)
- Screen
- Projector

Center rooms (Conference Room, Youth Room, LFC, Choir Room)

- Room for messy art projects – Conference Room
- Room for storytelling with wall space – Youth Room
- Room for recreation (running and ball games) in case of rain – LFC or Choir Room
- Outdoor play space – Preschool Playground

Family meal - LFC

- Room with tables set for supper for 100 people