



ANNUAL REPORT

2020



Evangelical Lutheran Church in America
God's work. Our hands.

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HOLY TRINITY LUTHERAN CHURCH

Annual Meeting

January 31, 2021

10:30 A.M.

Zoom Link

<https://zoom.us/j/696504258>

Meeting ID: 696 504 258

Or

go to our website at

<https://htlcdbq.com>

1755 Delhi Street, Dubuque, IA 52001

563-582-3228

www.htlcdbq.com



A MESSAGE FROM ELCA PRESIDING BISHOP ELIZABETH EATON

Dear friends in Christ,

This year has been a challenging one! The COVID-19 pandemic has changed the church and society. We have had to shift the ways we engage in ministry from a focus on in-person worship and meetings to livestream worship, virtual meetings and gatherings in the parking lot. We have had to shift to teaching children at home and working from home. We have not been able to travel to see friends or relatives or to celebrate life events. This has also been a time to address economic and social justice issues, to shift our thinking and our way of life.

In times such as this, our baptism in Christ makes a difference and makes us different. Like Christians before us, we recall that God is faithful to God's promises and God's people. We see that God enables us to connect with one another even when we are separated. Shifts in the world invite us to be innovative in how we do God's work and reach out to all ages in making disciples. We see that God is at work not only in our buildings but beyond them as well. We have found new ways to serve our neighbors and reach those in need.

As we experience this time of uncertainty, we sense something new emerging. In many places there are new strategies and renewed energy for ministry, often generated by emerging leaders. We have developed a framework to build on, and now is the time to engage in hard work together. As you do in your congregation, we want our collaborative efforts to be both faithfully thoughtful and sustainable. We want to build up the body of Christ today and for the future.

Looking across the church, I am grateful for your generous giving of time, talents and resources. Yes, God does continue to bless us! God will provide both relief from life's struggles and hope for a stronger church, God's church. We do not need to know how the future will unfold. As members in the body of Christ, we need only trust that God is with us and will provide.

Building up the body of Christ together,

The Rev. Elizabeth A. Eaton
Presiding Bishop
Evangelical Lutheran Church in America

"The gifts he gave were that some would be apostles, some prophets, some evangelists, some pastors and teachers, to equip the saints for the work of ministry, for building up the body of Christ, until all of us come to the unity of the faith and of the knowledge of the Son of God, to maturity, to the measure of the full stature of Christ. We must no longer be children, tossed to and fro and blown about by every wind of doctrine, by people's trickery, by their craftiness in deceitful scheming. But speaking the truth in love, we must grow up in every way into him who is the head, into Christ, from whom the whole body, joined and knit together by every ligament with which it is equipped, as each part is working properly, promotes the body's growth in building itself up in love." —Ephesians 4:11-16

ANNUAL CONGREGATIONAL MEETING OPENING LITURGY

LITANY

L. O God of all power and love ...

C. ... we give thanks for your unfailing presence.

L. O God of all power and love, we give thanks ...

C. ... for the hope you provide in times of uncertainty and loss.

L. O God of all power and love ...

C. ... we ask you to send your Holy Spirit to enkindle in us your holy fire.

L. O God of all power and love, we ask you ...

C. ... to revive us to live as Christ's body in the world.

L. O God of all power and love, we ask to be ...

C. ... a people who pray, worship, learn, break bread, share life, heal neighbors, bear good news, seek justice, rest and grow in the Spirit.

L. O God of all power and love, we ask you to be with us ...

C. ... wherever and however we gather. Unite us in common prayer and send us in common mission, that we and the whole creation might be restored and renewed, through Jesus Christ, our Lord. Amen.

Build Us Up, Lord

1 Build us up, Lord, build us up; set in
2 Build us up, Lord, build us up; let our

us a strong foun - da - tion. Lead us to do your
lives re - flect your glo - ry. Cast a - way all our

ho - ly will; form and shape your new cre - a - tion.
doubts and fears; help us tell the world your sto - ry.

Build us up, Lord, build us up; as we
Build us up, Lord, build us up; help us

guide and teach each oth - er, help us to share your love with the
bear good fruit for you, Lord, give us vi - sion and keep us

world: ev - 'ry sis - ter, ev - 'ry broth - er.
sure. Grant us faith that's stead - fast and true.

Refrain

Grow - ing in Christ, we plant seeds for the king - dom; we fol - low in

faith what's be - gun! Lord, set in our hearts the pow'r of your

word to spread the news of your Son!

Text: Mark Glaeser, b. 1956, and Donna Hanna, b. 1952

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In the early verses of Ephesians 4, the apostle Paul writes to the Christians in Ephesus, a city on the Aegean Sea at the mouth of a river and at the intersection of three trading routes. The letter was written about ten years after the church had started. During the early years of this congregation, Jews and Gentiles from several ethnicities and nationalities had come together to form "one body." Paul was aware that they had done well and commended them for their faith and love.

The word "one" appears more than seven times in the first four verses. This reflects the importance Paul gave to being called into the "unity of Christ." He wanted to note that, although many of the church members came from far off, there is "one Lord, one faith, one baptism." This oneness reflects God's gift of reconciliation in Christ.

A second emphasis from Paul was that, as believers, they were to "bear with one another in love." This would require humility, gentleness and patience as each of them practiced their faith. It would require tolerance to "maintain unity of the Spirit in the bond of peace."

A third emphasis was that each person had been given gifts by God and that these gifts were given to increase the whole. Because the Ephesian church was a young congregation and its members were just beginning in their faith journey, their understandings were often tossed to and fro. But as they grew in faith, each person contributed to building up the body of Christ.

The fourth and final emphasis was that by "speaking the truth in love," each person must grow into Christ. This means taking time to learn about one another and their gifts. Knowing these gifts, we can do God's work both within and beyond the faith community. When there are decisions to make or relationships to reconcile, we know to begin with prayer and reflection, always desiring to speak the truth in love — not for our own benefit but for God's glory, that we might become more complete.

As our members and friends gather today, whether face-to-face or online, we are reminded of our calling into "unity in Christ." We come from many places and work in many contexts, and yet we recognize "one Lord, one faith, one baptism."

Whether new to a worshiping community or further along the journey, we realize that humility, gentleness and patience are required both in the good times and especially in times of uncertainty and struggle. God wants us to be more complete through our work. Christ provides the way. The Holy Spirit is with us for guidance and courage. Each of us has been given the gifts to be complete, and through our faithfulness we will grow stronger and work together as one body.

LET US PRAY: LORD, LET THE WORDS OF THE APOSTLE PAUL DWELL IN US DEEPLY. MAY WE EMBRACE THE RECONCILING POWER OF ONENESS WITH CHRIST. MAY THIS ONENESS GUIDE OUR CONGREGATION AS WE LIVE INTO THE NEW REALITIES OF THESE TIMES. AS WE MEET NEW PARTNERS IN MINISTRY, MAY WE TAKE TIME TO GET TO KNOW THEM WITH PATIENCE, HUMILITY AND LOVE. HELP US TO SEE HOW SHARING OUR GIFTS WILL MAKE YOUR WORK EASIER AND MORE FULFILLING WHILE BRINGING ALL OF US CLOSER TO CHRIST. MAY THE BLESSINGS YOU GIVE EACH DAY STRENGTHEN US TO A LIVING, DARING CONFIDENCE IN YOUR GRACE. AMEN.

Holy Trinity Lutheran Church Annual Meeting
January 31, 2021 | 10:30 A.M.
via Zoom

Agenda

Call to Order	Sue Tigges
Opening Devotions	Pastor Derek Rosenstiel
Quorum Recorded; Announcement of Agenda	Sue Tigges
Approval of January 26, 2020 Congregational Meeting minutes	Sue Tigges
Financial Review/Audit	Marlee Tart or Sue Tigges
Treasurer's Report	Jonathan Brown
Approval of Committee Reports	Sue Tigges
President's Report	Sue Tigges
Pastor's Report	Pastor Josh Martyn
Associate Pastor's Report	Pastor Derek Rosenstiel
Approval of Constitution Amendments	Sue Tigges
Presentation of 2021 budget and approval	Marlee Tart
Nominating Committee Report and Elections	Adam Eikamp
Closing Litany	Josh Martyn
Adjournment of Meeting	Sue Tigges

Holy Trinity Lutheran Church Annual Meeting
Annual Meeting minutes
January 26, 2020

President Mark Ryan called the Annual Meeting to order at 12:40 p.m.

Pastor Derek Rosenstiel opened the meeting with a prayer centered on Jesus's words to his disciples, "My peace be with you."

President Ryan declared that we have a quorum as there are 54 Holy Trinity members in attendance, 40 members are required for a quorum. He announced that Jonathan Brown is the parliamentarian and Dave Assmus the secretary for the meeting. Voting on any budget issues will be done by paper ballot; Sue Tigges and Tami Ernster will distribute, collect and count the ballots.

President Ryan reviewed the meeting agenda.

Duane Ernster moved to approve the January 27, 2019 Annual Meeting minutes and the September 8, 2019 Special Congregation meeting minutes. Amanda Matson seconded the motion. The motion carried.

Financial Review: Amanda Matson reported that she had reviewed the 2019 financial records for the months of February, June and October. She examined the records for deposits, expenditures, bank statements and balances in those months. She found that transactions were documented and cross referenced. In her opinion everything looks in very good order.

Treasurer's Report: Treasurer Jonathan Brown referred to the report which is a summary of 2019 income and expenses. In his report he included the data from 2017 and 2018 to see if there were any trends. In 2019 the pledged/unpledged giving was below what was originally pledged which contributed to our deficit. The \$11,304.28 deficit does not include the \$15,000.00 that we owe on our line of credit, nor have we paid back any of the \$22,000.00 loan from the Ora Gremmels fund the Council took in 2018. Treasurer Brown said the sky isn't falling, but it's getting closer. The Ora Gremmel fund balance was \$32,674.53 at the beginning of 2019 and now is at \$9,258.64. The fund was moved from First Community Trust to a designated fund account in Holy Trinity's checking account. We have counted on the Ora Gremmels funds for many years and it will be used up in 2020. He suggested the idea of developing a reserve account for Holy Trinity. He said he is open to ideas or suggestions on how to present the financial summary.

Approval of Committee Reports: President Ryan called everyone's attention to the reports in the Annual Report and encouraged everyone to read them if they have not had the opportunity to do that. Duane Ernster moved to approve the reports. Joe Zuccaro seconded the motion.

A question was asked regarding the number of households listed in Holy Trinity's Church statistics, in 2018 293 households were listed, in 2019 589 households are listed. Pastor Josh said that this could be a typing mistake and he is looking into that. It was also pointed out that it has been a while since the membership rolls were updated, it is important that this be done so that our records are accurate. Everyone agreed that the membership rolls and corresponding statistics be corrected for the next

annual meeting. President Ryan asked members to vote on the motion to approve the Committee Reports. The motion carried.

President's Report: President Ryan went through his written report. He noted all the accomplishments in 2019, he especially is grateful that Pastor Derek is now on staff. He remarked how thankful we can be for the gift that Ora Gremmel gave Holy Trinity as the congregation has greatly benefited from it over the years. He pointed out that we are facing some real financial challenges and encouraged everyone to talk with Council members as everyone's input is important.

Pastor's Report: Pastor Josh Martyn asked people to read his report if they haven't had the opportunity to do that. He said that in 2019 the Council has faced a lot of challenges and has taken those challenges with a positive attitude. He thanked outgoing Council members Mark Ryan, Dave Assmus and Kate Stierman. He is very grateful for Pastor Derek, the past interns have been important for Holy Trinity and the church, but the interns were not able to support ongoing programs in specific areas. He will be starting a parenting Bible Study group which can expand into a small group ministry. He is looking forward to the journey of discernment regarding how Holy Trinity can be more welcoming. In 2018 the Council made a decision to form a Task Force to look into becoming a Reconciling in Christ congregation. Task Force members have been appointed by the Council and will lead Holy Trinity in a journey of conversations and discernment about how to be more welcoming to the LGBTQIA+ community.

Associate Pastor's Report: Pastor Derek referred to his written report, he said that he has been here four months and it has been amazing experience. He has been warmly welcomed and has been honored to hear the stories so many have shared with him. His passion is for pastoral care, especially going beyond the walls of Holy Trinity. He has been meeting with government officials, non-profits and other community service agencies. Our food giveaway is a tremendous ministry. He commented that regarding our budget that when we don't take risks, we don't accomplish anything.

Presentation of 2020 budget and approval: Financial Treasurer Marlee Tart pointed out that people have increased their giving, but there were several families that moved out of the area in 2019 the budget as presented has a deficit of \$42,224.05. This deficit includes paying back the \$15,000.00 loan we have through our line of credit. The pastors are getting a raise, but the other staff are not in the proposed budget. She gave the amounts if a 1%, 2% or 3% staff raise was given.

Discussion followed with concerns expressed about a faith-based budget approach, is this the best way to manage our deficit? A question was asked if we needed to pay back the loan to the Ora Gremmel fund, could Holy Trinity decide to forgive the loan the Council had taken from it? More discussion followed and a question was asked if Holy Trinity could legally do this as the congregation accepted the gift with restrictions, would forgiving the loan be breaking the conditions we had agreed to when Holy Trinity accepted the gift. Treasurer Brown suggested that the Council discuss it in 2020 and bring a recommendation to the 2021 annual meeting.

Amy Pasker moved that the Council address the Ora Gremmel's loan payment in the 2021 budget. Joe Zuccaro seconded the motion. The motion carried.

Pastor Josh pointed out that the Council at the January 16 Special Council meeting moved to approve the budget as presented. Brian Leib seconded the motion.

After some discussion Amanda Matson moved to amend the budget by approving a 2% raise for the staff. Ron Hunt seconded the motion. Discussion follow regarding the merit of doing this. It was pointed out that if we operated our personal households this way by living beyond our means we would be evicted from our homes. Comments were shared that we need to get new members, invite people back and clean up our membership rolls as we can't continue to operate with a growing deficit. Sue Tigges and Tami Ernster handed out ballot #1 to vote on amending the budget to include a 2% raise for staff. Congregation members voted, the ballots were collected and tabulated. The results were 4 yes, 49 no and 1 abstained. The motion failed.

The budget as presented was discussed. It was pointed out that the Finance Committee and the Council had spent numerous hours at looking at each line item and that it would take a great deal of work to start the budgeting process all over. Again, it was pointed out that we need more members, we need to engage more people and that we need to all do this together.

Ballot #2 was handed out to vote on the proposed budget. Congregational members voted and the ballots were collected and tabulated. The results were 35 yes, 15 no and 4 abstained. The motion carried.

Nominating Committee Report and Elections:

Wendy Einsweiler presented the ballot as printed in the annual report. She pointed out that there were some vacancies. The Nominating Committee is continuing to work on filling these positions and the Council will then appoint the nominees to fill the positions.

Wendy Einsweiler moved to elect the individuals on the ballot. Tami Ernster seconded the motion. The motion carried.

The following were elected:

President	Sue Tigges	one-year term—expires 1/21
Vice President	Adam Eikamp	one-year term—expires 1/21
Treasurer	Jonathan Brown	two-year term—expires 1/22
Secretary	Michele Faubel	two-year term—expires 1/22
Council members at Large		two-year term—expires 1/22
	Terry Hoefflin	Worship
	Gretchen Kueter	Outreach
	Lilly Hoefflin	Youth Representative one-year term expires 1/21
	Noah's Ark	to be appointed by Council
Council members at Large fulfilling one-year terms—expires 1/21		
	Darrell Kalmes	Building & Grounds
	Fellowship	to be appointed by Council
Synod Assembly Delegates		one-year term—expires 1/21
	Tami Ernster	
	Three delegates	to be appointed by Council
Alternate Delegates		one-year term—expies1/21
	Two alternate delegates	to be appointed by Council

Dubuque Area Congregations United one-year term—expires 1/21

Sara McCaw

Lisa Anderson

Luther Manor Board three-year term—expires 1/23

Mark Arnold

Nominating Committee for 2020 one-year term—expires 1/21

Mary Strom

Linda Sewell

Committee member to be appointed by Council

Pastor Josh led the congregation in a closing litany that all ELCA congregations are using. Holy Trinity members closed by singing. *God of Tempest, God of Whirlwind.*

President Ryan adjourned the meeting at 2:10 p.m.

Submitted by

Dave Assmus

Holy Trinity Council Secretary

HOLY TRINITY LUTHERAN CHURCH
Treasurer's Report for 2020

Treasurer's Summary Report 2020

	2018	2018	2019	2019	2020	2020	
Expenses	Actual	Budget	Budget	Actual	Budget	Actual	Expenses
Total Administration	\$ 23,643.06	\$ 22,950.00	\$ 26,362.00	\$ 25,713.00	\$ 23,908.84	\$ 38,033.00	Total Administration
Total Fellowship	\$ 750.17	\$ 1,000.00	\$ 1,000.00	\$ 1,208.98	\$ 702.73	\$ 1,500.00	Total Fellowship
Total Membership Outreach	\$ 626.20	\$ 1,000.00	\$ 1,000.00	\$ 735.63	\$ 697.86	\$ 825.00	Total Membership Outreach
Total Church Missions	\$ 34,514.00	\$ 34,514.00	\$ 41,495.00	\$ 41,484.92	\$ 42,672.00	\$ 42,672.00	Total Church Missions
Total Stewardship	\$ 1,006.39	\$ 1,200.00	\$ 1,380.00	\$ 2,937.42	\$ 789.07	\$ 3,590.00	Total Stewardship
Total Parish Ed	\$ 8,301.48	\$ 8,250.00	\$ 6,600.00	\$ 6,191.07	\$ 3,719.00	\$ 6,600.00	Total Parish Ed
Total Buildings and Grounds	\$ 112,134.59	\$ 73,945.00	\$ 54,366.00	\$ 68,171.21	\$ 106,904.90	\$ 68,639.00	Total Buildings and Grounds
Total Personnel Salary	\$ 355,801.48	\$ 359,501.00	\$ 387,033.00	\$ 366,429.90	\$ 379,490.93	\$ 398,901.00	Total Personnel Salary
Total Worship	\$ 3,796.22	\$ 4,825.00	\$ 4,575.00	\$ 4,631.21	\$ 6,181.13	\$ 4,575.00	Total Worship
Total Family Ministry	\$ 1,935.70	\$ 1,500.00	\$ 1,500.00	\$ 1,322.55	\$ 827.35	\$ 1,500.00	Total Family Ministry
Ora Gremmels Loan Repayment	\$ -	\$ -	\$ 22,000.00	\$ -	\$ -	\$ -	
Total Expenses	\$ 542,509.29	\$ 508,685.00	\$ 547,311.00	\$ 518,826.29	\$ 551,835.00	\$ 565,893.81	Total Expenses
Income-Expense (Operating)	\$ (542,509.29)	\$ (508,685.00)	\$ (54,056.00)	\$ (518,826.29)	\$ (19,124.00)	\$ 22,405.03	Income-Expense (Operating)
Consolidated Funds	Beg. Balance	End Balance					
	\$ 90,865.00	\$ 119,752.15					
General Operating Account	Beg. Balance	End Balance					Submitted by: Jonathan R. Brown
	\$ 23,858.43	\$ 45,250.29					January 31, 2021

ANNUAL MEMORIAL FUND REPORT 2020

MEMORIAL FUND	BEG BAL	DISBURSEMENT	END BALANCE	USE
Phyllis Cooper	\$115.00	\$0.00	\$115.00	
Pastor Curtis Miller	\$20.00	\$0.00	\$20.00	
Fran Kringle	\$272.41	(\$156.51)	\$428.92	Stephen Ministry
Matt Moore	\$85.73	\$85.73	\$0.00	Stephen Ministry
William Collings	\$125.00	\$0.00	\$125.00	
Irene Jecklin	\$175.00	\$175.00	\$0.00	Luther Manor
Irene Jecklin	\$10,705.00	\$0.00	\$10,705.00	HTLC General use
Basant Persaud	\$1,005.00	\$0.00	\$1,005.00	
Dorothy Wick	\$3.86	\$3.86	\$0.00	Stephen Ministry
Funds used in 2019	\$12,507.00	\$108.08	\$12,398.92	

Committee Reports

Personnel Report for 2020

I'd like to remind the congregation that although the building is closed, the Church is not closed. The staff and committees have been very busy. There were more executive and council meetings needed this year to adapt to our online services. The staff and Worship committees worked quickly to set up our streaming capabilities. There have still been weddings, funerals, and baptisms. Bible explorers and Confirmation classes have been held via Zoom. The Finance committee has been meeting more often to address financial concerns. The Property committee has been addressing any issues that occur. A new website was developed this year. Sunday school looks different but is still happening. The custodial staff has been busy properly cleaning all surfaces. Noah's Ark is open. This is not a complete list as I know I have missed many other examples of our church being open, not closed.

In early February Lisa Borchert was hired as the Office Assistant.

In late February Lorice Amlin was hired as the Office Manager.

In late October Al Pline retired as our custodian. He will stay on staff as our maintenance person.

After failing to find qualified candidates for the custodial position, personnel committee decided to hire Hillary Cleaning. They are an outside source and have done an excellent job. This change will save money over hiring a part-time position.

Per the Finance team's request, the personnel team met in January to review the staff structure and the ministries each staff person is in connection with. The personnel team reviewed each position and the ministries they are connected with and made a recommendation that will have the least amount of impact on the current and future ministries for HTLC. Again, the team did not make these recommendations based on the number of dollars this will save the church, but what will have the least amount of impact on the current and future ministries of the church. Of course no matter what recommendations were made, it will have some impact on the ministries. In an effort to help alleviate our projected budget deficit for 2021, the personnel team recommends we restructure the staff positions as follows. Suspend the handbell director's position for a year, reduce the Office Assistant position to 15 hours a week, reduce the Financial Assistant position to 15 hours a week, and to eliminate the full time Youth and Family Position and create and hire a Part time Youth Minister. The Pastoral staff will not receive the Synod recommended increases and will stay at their 2020 compensations. These are the recommendations the Personnel Team extended to the Counsel for consideration.

Please keep the personnel of HTLC in your prayers as we continue to adjust in 2021.

Personnel Committee Chair
Adam Eikamp

Building and Grounds Team Annual Report 2020

Current Team Members:

Chairman-Darrell Kalmes
Finance-Gary Sewell
Alex Beck

The following large projects were completed in 2020.

1. Telephone and Internet upgrade.

We had a donor contribute the funds for a complete revamp of our computing environment and an upgrade of our phone system. Our previous phone system was no longer taking messages, and our internet speed was woefully inadequate. We contracted with a fiber optic cable supplier (CS Technology) and a phone PBX supplier (BTS) to upgrade our phones and internet access speed/reliability. At the same time, our entire computing environment was changed to a Client/Server model and our wireless access was strengthened throughout the building with equipment supplied by ABS Computers. The change to fiber optic access has allowed us to increase speed when we needed to start live-streaming our services in September. Our previous environment simply would not have allowed us to stream services. Our client server environment allows for integrated file backup, and individual office computers can be used while all other machines are not running. The server machine is protected by a strong UPS system from lightning strikes and power outages.

2. LFC lighting conversion

The former high-voltage lights in the LFC were replaced with new LED fixtures. Lighting in the LFC is now about 40% brighter than before, all lighting is the same color, and the system operates at 19% of the former system power. We now light the LFC for about 20 cents per hour where the previous lights cost about \$1 per hour to operate and only 8 of the ten light fixtures consistently operated. This project was also funded by an individual donor.

3. LFC clearstory window fix

With the help of an architectural engineer from Platteville, we identified the cause of the continual roof leaks below the clearstory windows in the LFC. The builder had never flashed or insulated properly around those windows and the resulting in the continual staining of our ceiling tile. We used the remaining funds from the LFC improvement project to properly flash and insulate the west-facing clearstory windows. Assuming we see no further ceiling tile damage by spring, we will correct the same problem under the east-facing clearstory windows in the spring of 2021.

4. Sanctuary sound and video improvements

Lifeline Audio/Video Technologies of Platteville was contracted to upgrade our sound and video systems in the sanctuary. The project cost of approximately \$30,000 was funded entirely by donations. Individuals contributed time to pull cables and are volunteering to operate the system in the future. The A/V desk construction, installation and furnishings, as well as pew arrangement in the rear of church were separately contributed. In total we lost only 9 seating positions in the rear of church.

5. Noah's Ark 2-year-old room

Starting in mid-November and throughout December, rooms 28 (the alcove) 29 to the right as you enter the fellowship hall downstairs, are being combined into a single room to allow for a much larger 2-year-old class and freeing up the nursery upstairs for its original intended use. The new room will have integrated child-sized plumbing fixtures, and much better ventilation and lighting. This also makes the room more functional for younger Sunday school classes. The project is being funded entirely by donations to Noah's Ark. We expect Noah's Ark to begin using the new space by the 1st of February.

Al Pline retirement

Effective October 31, our maintenance man Al Pline has retired. He will continue in the future with limited hours to do only maintenance projects (e.g fix/repair, painting, HVAC maintenance and inspection coordination.) A team of people has been organized by Alex Beck to keep our sidewalks clear through this winter. Eric Lampe will arrive early on snow days to open the Noah's Ark entrances and will clear all sidewalks end entrances later in the day each weekday. A separate cleaning company has been hired to clean the church property twice a week.

Volunteers needed

Our meetings have been conducted via zoom during the COVID crisis. We are in need of volunteers to repopulate the Building and Grounds committee. If you are willing to support the other aspects of our mission by properly maintaining and improving our base of our operations and our physical presence in the community, you have all the skill needed.

2020 Building and Grounds Expenses:

A correction was made to the Building and Grounds Operating expenses for \$1,380.00 in January 2021. This payment was made in October 2020. This expense needed to come from the Designated Roof Fund Expense per notice from Darrell Kalmes and Gary Sewell, Building and Grounds committee. This notice is included in the 2020 Annual Report to make note that the correction is being made in 2021 and expensed to the Roof Fund. – Recorded by Lisa Borchert, Office Assistant.

Stewardship Team 2020 Annual Summary

Current Team Members:

Wendy Einsweiler, Chair
Mark Arnold
David Assmus
Paul Dettmann
Dale Bjerning (e-giving Ambassador)
Pastor Josh
Pastor Derek

Wow, what a year! It was certainly a challenge to complete our task to “strengthen, inspire and support our members in their knowledge and understanding of their role as faithful stewards of God’s grace and generosity”. Despite shifting to online worship in last March, the amazing members and leaders of this congregation adjusted, and the generosity continued. You learned to be content with the circumstances and support the ministries at HTLC, knowing that God is always with us despite not being able to gather together. That is certainly worth celebrating!

Below are just a few of the wonderful things we accomplished in 2020:

- Regular giving was over \$457,000. Although this was about \$23,000 short of our goal, it was over 95% of estimated giving and it is truly remarkable that your generosity continued at such a high level, despite not being to worship together since last spring and knowing many households experienced hardships due to the pandemic. Countless members also shared their time & talents to accomplish ministries in new ways. We are so grateful that your support continued through this crazy year.
- The fall *You Are Not Alone* fall program was well received, although we wished we could have celebrated with a luncheon & fellowship as in 2019. Hopefully that can return in 2021!
- Members supported many special projects, including upgrades to the telephone/internet system throughout the building as well as to the audio/visual system in the sanctuary. These gifts of over \$50,000 allowed countless efficiencies and allowed us to stay connected through livestream worship in the past year and years ahead. Generous gifts also funded new LED lighting in the Living Faith Center providing better light at reduced cost for years to come.
- Support to the ELCA Synod, Missionary Sponsorship and Camp EWALU was over \$41,000. This was an increase over 2019 and we’ll continue to increase our ELCA Synod giving until a tithe is reached.
- Special appeal gifts from monthly appeals, Lent and Advent services of over \$13,000 supported the Pastor’s Emergency Fund, Opening Doors, St. John’s Guest House,

Lutheran World Relief, Dubuque Rescue Mission and various other organizations in our area and around the globe. These gifts were used to show God's love to some of our fellow humans with the most need.

- The Hunger Outreach events, along with The Little Food Pantry & Blessing Cabinet, served hundreds of local households, providing food, clothing and hospitality from our members.

A special Thank You to the members of this team: Mark Arnold, David Assmus, Paul Dettmann, Dale Bjerning (e-giving Ambassador), Pastor Josh and Pastor Derek. It has been a joy to work with this great group and I look forward to watching them grown with new members in 2021. If you have been nudged by the Holy Spirit to guide this congregation on their stewardship journey, please connect with this team. There's always more work to do and sharing it makes the job easier and more rewarding!

Blessings,

Wendy Einsweiler, Stewardship Chair

⁵ Keep your lives free from the love of money and be content with what you have; for he has said, "I will never leave you or forsake you." - Hebrews 13:5

Outreach Team Annual Report 2020

Current Team Members:

Gretchen Kueter, Outreach Council Liaison
Judy Bredesen
Mary Strom
Glenn Lichti
Sydney Bonn
Pastor Derek

I want to thank the Outreach Committee and other volunteers for the help and execution of our events this year. Unfortunately, we were not able to do many things we had plan due to Covid-19, but the events we did, I feel were very successful!

Another thank you and shout out to all the Thrivent members that assisted us in securing funds to pay for our events.

Pastor Derek has been a vital addition to our team. He brings enthusiasm, hard work and community insight to every meeting and event.

Some of our successes were the many Food Distributions, maintaining our mini food pantries, Mission meal, community meals, the Gardens of Grace, and partnering with Lincoln School to help fulfill some of their student needs.

We had more planned but were unable to do so as our church was closed.

We all look forward to getting back together physically in church to continuing planning and executing our many ideas.

We would also like to expand our team, so if you are interested please let us know. It is a wonderful feeling to help and serve others.

Living Christ's Call to Love and Serve All!

2020 Worship Team Annual Report

Current members:

Associate Pastor Derek Rosentiel (advisor)
Jill Klinebriel – Contemporary Music Director
Dr. Chuck Barland – Music Director
Phil Larsen
Tony Quinn
Terry Hoefflin
Diane Kalmes

It's been a very busy year, despite not meeting in person. Some of our accomplishments are:

- A. New dolly under the Clavinova to help with positioning and raising it off the floor to protect the foot pedal electronics.
- B. In the fall of 2020, a decision was made, supported by worship committee and the church council, to contract the Dobson Pipe Organ Company, Lake City, IA, to maintain our pipe organ. There have been issues with the organ for quite some time that our previous technicians seemed to not be able to manage. The Dobson company is one of the most respected organ builders in the country. Our director of music and organist, Chuck, is very pleased after their first visit in December 2020. Fahrion will remain as our piano tuner.
- C. Reviewed, submitted to, and approved by Council in May, Lifeline Audio Video Technologies to update the Holy Trinity Lutheran Church (HTLC) sound equipment (control panel, video and audio systems) to allow for live stream services.
- D. Interim equipment was purchased to allow us to Zoom taped services prior to the Lifeline installation. Zoom was used to provide Sunday Services, Vacation Bible School and Sunday School online activities as well as a chance for face-to-face contact with other members after the Sunday Service.
- E. Developed a plan to ensure continued health safety following State and CDC requirements when the church reopens to in-person services. February 7 is the proposed date for in-person Worship to resume.
- F. Helped plan and provided volunteers for the Parking lot Services, Affirmation of Baptism service, distribution of Christmas Eve communion packets.
- G. Continued to change paraments, banners, etc. to keep Worship looking as “normal” as possible.

Our budget took a big hit this year with increased costs for copyrights required to Zoom and live stream, for equipment purchases to allow us to do online broadcasting (prior to Lifeline installation), and for expertise in training the Pastors and others on the equipment. Well worth it to be able to continue Services and remain connected during a difficult time.

Our heartfelt thanks and appreciation to those who funded the new Lifeline live stream equipment, and console. Without your contributions this would never have been possible. We can now reach the homebound, those traveling, and new contacts throughout the world every week!

Like many volunteer teams, we are struggling to get new people involved. Please consider giving of your time to help us improve and enhance our Worship experience.

Opportunities to be involved:

1. New member of the team.
2. Funeral Coordinator
3. Altar Guild
4. Altar Laundry
5. Decorating Team
6. Worship Assistant (communion setup, communion distribution, greeter, usher, reader)
7. Audio/Visual Operator

Parish Education and Family Ministry Annual Report 2020

Current Members:

Dan Wild
Betsy Wild
Emily Wild
Diane Lichti
Mary Mills
Amanda Staade
Joni Wlochall
Bill Wlochall
Sara McCaw
Tami Ernster

Parish Education

Sunday School

The Sunday School program ran a little differently this year due to the COVID-19 virus. Adjustments were made to the program with an at-home program run by Sara McCaw. The monthly story and projects were put into take home bags and delivered to families with children. More students were able to participate as students who do not normally attend were included in the program. There were also zoom meetings to keep the kids connected. Rally Day was supposed to have occurred on September 13th; however, an afternoon activity was planned instead. Bibles were delivered to third graders and 3-year-olds. Parents were asked to take a photo of their children when they received their bible and forward the picture to Sara. Unfortunately, the Sunday School Christmas Program was not able to be held. Eight students participated in first communion class. Three received first communion on October 10th held at Wartburg Seminary. The other five will receive first communion with we are back to in person worship.

Vacation Bible School

VBS week was August 2-6th. It was held digitally/pre-recorded. Supply bags were provided to students to participate.

Adult Education

Adult Ed opportunities were offered on Wednesday evenings via Zoom, Lenora Howard and Dave Assmus co-led the classes. A variety of topics were presented. Everyone was encouraged to attend.

Confirmation

Affirmation of Baptism for seven 8th graders was held on Sunday, October 25th at Wartburg Seminary. An eighth student will be confirmed when we are back to in person worship.

The 5th and 6th graders continued the new Bible Explorer Program via Zoom where the old and new testaments are studied on alternate years. The 7th and 8th graders continued their Christian education with catechism study, Lutheran concepts, and milestone ministries via Zoom.

Noah's Ark

This program is expanding their 2-year-old program. They have taken two rooms off of the fellowship hall to create a classroom/washroom for that preschool program. They also continue with the infant and one-year old rooms and they continue to participate in the 4/5-year-old free preschool program, and also continue to offer classes to 3 and 4 year olds.

Splash

Splash curriculum provided by Augsburg Fortress is given to parents of birth to three-year-old children. Diane Lichti faithfully orders the supplies and makes sure materials are distributed to the families.

Family Ministry

The committee again offered many opportunities for the congregation and friends to participate in throughout the year. Many people attended the events and we the Committee thank them for their participation. Activities for this year included:

February Valentine Day Parents Night Out was held on February 14th.

March Bowling followed by Pizza at Shot Tower was on Sunday, March 8th.

August Blessing of the backpacks was done on Sunday, August 23rd. Vacation Bible School was held virtually on August 2nd-6th.

September A socially distance scavenger hunt was set up for September 13th. There was approximately 20 families who provided the items to be found and small treats or prizes were provided to the children who participated.

October A truck or treat and monster search was held on October 24th. A project was provided in the upper parking lot.

November The to-go Thanksgiving meal was held on November 21st. The committee provided desserts.

Noah's Ark Annual Report 2020

Board Members:

Ellen Sinkey
Katie Hartig
Mandy Lindecker
Ryan Michel
Teri Zuccaro
Jessica Rheault
Jason Duba
Kate Stierman

This year has brought many exciting challenges and adventures to Noah's Ark. Early in the year, we spent time focusing on all the new structural changes brought about by the last few years. The new infant rooms were open and functioning at capacity, the board worked diligently on new employee and parent handbooks to outline necessary policy for the growth of our programming, and Jenifer worked hard to structure a wonderful, nurturing staff to care for our students.

Just as we thought we were firming up operations under Noah's Ark's new structure, the emergence of Covid-19 brought unimaginable challenges. We were faced with the decision of whether to remain open, or close while the world began to grapple with the challenges of a pandemic. All but three families decided to keep their students home indefinitely for safety concerns, and on March 17th, we closed Noah's Ark, suspending all preschool and childcare.

During this closure, we took the opportunity to focus on long range planning. We finished our handbooks and submitted them for council approval. Then a task force tackled the difficult task of making plans for safely reopening. In these early days, we knew little about the virus, but our group consulted reliable, science-based resources, medical professionals, health officials, and childcare experts. We also looked at practices of other schools and childcare facilities that had never closed and trusted what seemed like common sense.

On June 8th, with nerves high, we reopened for our summer session with Covid-19 mitigation measures approved at the May council meeting. In addition to all of the normal, stringent sanitation requirements from licensing, we added air purifiers to rooms, reduced class sizes, used "cohorts" to prevent center wide exposures and closures, added additional staffing to cover absences and prevent unnecessary exposure, and added hand to hand service at the door so parents do not enter the building. Of all the things you can pick up curbside in 2020, your child is now one of them! Beyond the worries of reopening, our students and staff were overjoyed to see each other and have this safe sanctuary of normalcy in their lives.

What we didn't anticipate was the lengthy absences that would be caused by exposures, rule outs, and potential infections of Covid-19. However, the board has been able to adjust policies as necessary and our staff has worked diligently to keep our programming running smoothly even with some necessary, quarantine related absences.

This fall we decided to take another leap of faith and work to not only survive the pandemic but keep moving toward our goals. Along with several smaller projects, because of licensing rules with the ages of children, we needed a larger 2-year-old space. Without this, we would have to hold several spaces in the 3-year-old classroom each fall for children turning three during the school year. Not only are these vacancies expensive with lost revenue, but it is not always in the best interest of the child moving to a new classroom midyear. During what we lovingly dubbed “Noah’s Ark November”, HTLC members and supporters of Noah’s Ark generously donated more than \$27,000!

With unbelievable help from the Buildings and Grounds team, our new classroom is nearing completion. A wall was removed between the Sunday School game center Noah’s Ark had used as a nap room, and the alcove in front of the Noah’s Ark storage closet. Plumbing has been added for toddler-size bathrooms and sinks, and this will be an amazing and spacious room for our energetic two-year-old friends to learn and grow!

In the new year we will continue to work diligently to mitigate Covid-19 and discern together how to proceed with other goals for our program amidst all the changes the pandemic has brought us. Our focus, as always, will be how best to serve our families and the community.

There are so many thanks to be given this year, it’s hard to know where to start! We thank our parents and kids who have been so cooperative, supportive, and understanding through all the Covid dynamics. We thank our incredible, dedicated staff. If you see Jenny, Jenifer, Eric, Wanda, Melissa, Lexy, Tayia, Erin, Vanessa, Destiny, or Abbie around the building please take the opportunity to affirm and thank them for their relentless work on behalf of our children! It is impossible to overstate the significance of what they’ve accomplished this year. We also thank those who have served on our board through this unprecedented time: Ellen Sinkey, Katie Hartig, Mandy Lindecker, Ryan Michel, Teri Zuccaro, Jessica Rheault, Jason Duba, and Kate Stierman. To the pastors, staff, and members of Holy Trinity who have helped, donated, supported, or prayed for Noah’s Ark, thanks be to God for all of you!

Noah's Ark Child Development Center
Proposed Budget for 2021

Noah's Ark 2021 Budget

Acct No	Name	
INCOME		
	Noah's Ark	
4.300.000	Noah's Ark-Registration	800.00
4.300.001	Noah's Ark-Tuition	395,485.00
4.300.003	Noah's Ark-Dnts/Giving Tree	4,000.00
4.300.004	Noah's Ark-Miscellaneous	0.00
4.300.007	Noah's Ark-Transfr. From Reserve	0.00
4.300.011	Noah's Ark-Interest	0.00
4.300.012	Noah's Ark - Scholarship	0.00
	Total Noah's Ark Income	400,285.00
EXPENSES	Noah's Ark	
5.300.000	Teacher & Director Salaries	80,600.00
5.300.001	Teachers Salaries	266,572.00
5.300.002	Telephone	720.00
5.300.003	Dues & Continuing Education	750.00
5.300.004	Repairs	0.00
5.300.005	Advertising	250.00
5.300.006	Supplies	8,600.00
5.300.007	Transfer to Reserve	0.00
5.300.008	Insurance	3,000.00
5.300.009	FICA	26,558.66
5.300.011	Special Programs	0.00
5.300.012	Scholarships	0.00
5.300.013	Criminal Record/Finger Printing	200.00
5.300.014	Snacks/Milk Childcare	0.00
5.300.018	Director Pension	9,672.00
5.300.019	Director Health	8,400.00
5.300.020	Director Dis/Admin	1,200.00
5.300.022	Substitute Teacher	0.00
5.300.023	Retiree/ Survivor	300.00
5.300.024	Group life	125.00
5.300.031	Summer Day Care Expense	0.00
5.300.032	Summer Snacks	0.00
5.300.033	Computer/Software	1,350.00
	Total Noah's Ark Expense	408,297.66
	Profit or (Loss)	-8,012.66

Office Manager Annual Report 2020

This was my first year here at Holy Trinity Lutheran and what a year! I am happy to report that it was a great year full of unexpected circumstances, many changes, and even more challenges.

The staff is a delight to work with. Cathy and Lisa are a gift to the Holy Trinity office. Their dedication is reflected in their hard work, attention to detail, and commitment to Holy Trinity. This past year, I have watched Pastor Josh and Pastor Derek's leadership during a very difficult year. They have led with grace, patience, and the love of Christ.

After observing various office systems and procedures I was able to identify some areas where new and creative practices would create efficiencies, organization, and more. Here is an overview of some of the things that happened in the office this year:

Communication:

- Introduced the platform "Slack" to the office. Slack is a channel-based messaging platform that helps us work together and communicate more effectively. It is a fast way to communicate with each other that keeps us all on the same page.
- Created an online process that collects church-related news, announcements, and events. This streamlines the information and makes it easier to distribute.
- Created an online process to collect prayer requests and distribute them accordingly.
- Redesigned the website. The website was designed to reach out to new and potential members and visitors as well as a resource for current members. Studies show that 97% of "consumers" look for organizations online. They suggest that before anyone sets foot in our building, they have already visited our website and formed an impression of our church.
- Redesigned the "Tidings" our monthly newsletter. Newsletters are now available online reducing the number of newsletters we print, assemble, and mail. We have gone from printing, mailing, and assembling 200+ newsletters each month to 30 newsletters a month. This saves the church hundreds of dollars each year.

The Office:

- With much gratitude, Darrell Kalmes spent hours of his time facilitating the upgraded of some of our computers and the installation of a server. Thank you, Darrell. We are very grateful. He reviewed our software licenses and updated our licensing. As a result, this reduced the cost of licensing.
- We are in the process of moving the files that are stored on our computers to the server. I would like to thank Ron Tigges. Ron has volunteered his time and knowledge guiding us through this process.
- Introduced and implemented "Breeze" a church management software that manages our database, events, volunteers, and giving.

- With the help of Sue Tigges and Marlee Tart, we are currently transitioning our bookkeeping from Church Windows to QuickBooks. QuickBooks is more efficient, user friendly and costs less.
- Created an online “office” calendar that is accessible to the entire staff. Work schedules, when the sanctuary is being used and reoccurring items like yearly inspections and more are added to this calendar. It will act as a yearly tickler as well as keeping the office up to date on schedules and other activities.
- Introduced online sign-up and registration forms. This allows easier access and tracking. Examples would be sign-up for our parking-lot worship, Vacation Bible School, Snow removal.
- As a result of the lack of volunteers, the staff has had to process the weekly deposits. We reviewed and updated the process making it easier, efficient, and put checks and balances in place.
- Beginning in 2021 each quarter and at the end of the year, we will be emailing giving statements. Those who request or do not have an email account will receive giving statements by mail. This will save the church hundreds of dollars in postage, paper, and staff time.
- Installed a locked mailbox. This secures our mail and gives the congregation a convenient and secure place to drop off their offering and other items.
- Changed the locks to the entry doors (2) of the office suite allowing only staff to enter the offices.
- Assisted the pastors with the parking lot worship services and reopening for worship. Created an online reservation system, seating chart, and helped prepare communion packets.
- Copyright – Obtained proper copyright licensing for online/streaming of worship services. Educated staff on copyright laws and procedures.
- Worked with the Stewardship team on the stewardship program. Designed a hard copy and electronic pledge card, helped distribute the stewardship letter and pledge card to members. Made an online presence for the campaign.
- Giving Envelopes – the giving envelope numbers were changed for 2021. Organized, assigned new numbers in our database, and continue to track this information.
- Instituted DropBox to share and make certain documents more accessible offline.
- With the help of Pastor Josh, currently updating the wedding handbook that is distributed to those who wish to be married at Holy Trinity. I updated the information form, freshened up the look and it will now be contained in a booklet form.
- Updated the Baptismal form and certificates.
- Updated the Affirmation of Faith certificates.

The list could go on, but I will end here. Thank you for making me feel welcome and allowing me to live out my vocation by serving Holy Trinity.

Lorice Amlin
Office Manager

2020
Holy Trinity Lutheran Church Statistics

	2018	2019	2020
Baptized (not including associates)	1,144	941	957
Confirmed (not including associates)	684	608	616
Associate baptized	5	5	5
Associate confirmed	5	5	5
Average weekly attendance	189	193	210
# of households	293	589	591
Baptisms	7	10	4
Funerals	3	2	7
Weddings	2	0	1
Youth confirmed	8	11	8

Members Received During 2020

By Baptism: (15 years and younger) 4

- Jude Hoff
- Maverick Finke
- Beau Leonard Ortiz-Lieb
- Bode Donald Neumann

By Affirmation of Faith: 8

- Isabel Brauhn
- Nathan Droessler
- Rosalynd Hoefflin
- Cameron Lovett
- Sarah Martyn
- Soren Obermueller
- Sydney Wersinger
- Violet Widner

By Transfer from ELCA congregation: 3

- Derek Rosenstiel
- Rebecca Rosenstiel
- Theodore Rosenstiel

Received as Member: 19

- Mary-Emily, Jason, and daughter Abby Douba,
- John, Nora, and son Luke Swift
- Alex Beck and Samantha Hilby
- Marta Spangler
- Nate and Sara Palmer
- Paul and Sarah Burandt
- Kevin and April Finke Children:
Liam, Kennedy, Maverick
- Bobbie Potter

TOTAL Members Received This Year: 34

Members Removed During 2020

By Death: 8

- Phyllis Cooper
- Neil Keith
- Gaa Holdiman
- Irene Jecklin
- Elizabeth Woodhouse
- Basant Persaud
- Wayne Wohlers
- Carol Flynn

Removed by Request or Statistical Adjustment: 10

- Nancy David
- Bill and Barbara Schneider
- Dan Kassen
- Kirstie Steging
- Anderson Wagner
- Elliot, Kim and Nathaniel Wagner
- Bruce Wilke

TOTAL members removed this year: 18

Family Minister's Annual Report 2020

"But these [stories] are written so that you may come to believe that Jesus is the Messiah, the Son of God, and that through believing you may have life in his name." - John 20:31

This has been an unusual year of ministry at Holy Trinity Lutheran Church. Because of the Corona Virus pandemic, new ways of connecting with our families were necessary. As Family Minister, I work with the Parish Education Committee to provide educational events for children, youth, adults, and families, and I work with the Family Ministry Team to provide mission opportunities and fellowship events for all members. Even during these unprecedented times, we have been actively following God's call to minister to God's people. The scripture text above is the theme verse for Sunday School, and it reminds us that the Biblical stories, God's written Word, help us to know Jesus, the one who brings us life. When we come to know the love and forgiveness of Jesus, we are freed and empowered to share the Gospel with the world through word and deed.

Bible Explorers, a class for fifth and sixth grade students, continued through Zoom starting in March. Since September, thirteen students joined the class. Last fall the New Testament was the focus of the class, and this year the Old Testament is the focus. An Augsburg Fortress / Sparkhouse curriculum called, "Connect," is used for the class. Thank you to Michele Faubel, Andy and Kim Lee for helping as volunteers.

Confirmation, a class for seventh and eighth grade students, also continued through Zoom starting in March. There are presently seventeen students participating in the class. Last fall, a year of New Testament study was completed; this year the Catechism is the focus of learning. The lessons are designed using a variety of curriculum resources from Augsburg Fortress / Sparkhouse. From this point on, the confirmation curriculum will be a two-year rotation featuring a year of Catechism and a year of Lutheran Living. Thank you to Christopher Bode and Michele Faubel for serving as volunteer guides.

- Seven ninth grade students affirmed their Baptism at an outdoor service on October 24: Isabel Brauhn, Nathan Droessler, Rosalynd Hoefflin, Cameron Lovett, Sarah Martyn, Soren Obermueller, and Violet Widner. Sydney Wersinger will affirm her Baptism when we convene in person worship.
- Intergenerational events were held for Lent on March 4 in person and a Zoom event for Advent on December 2.
- Intergenerational conversations were held on February 5, April 1, and November 4. Thank you to Judy Bredesen, Phil Larsen, Bob Lehmann, and Diane Lichti for serving as mentors.

Children's Sunday School was reinvented for a take home version starting in March. Recorded sessions are provided to view at home. Take home supply bags are delivered to families to use with the videos. The weekly videos include music, an introduction to the story and the seasons of the church, the Bible story, and an activity. Thank you to Lisa Anderson, Kari Chesterman, Terry Hoefflin, and Dan Wild for volunteering their time to produce the videos. By delivering

Sunday School bags, I have had the opportunity to keep in touch with our families. There is a committed group of adults who have volunteered as teachers when we gather in person again: Lisa Anderson, Kari Chesterman, Jason Duba, Kaylee Houlihan, Amanda Kelly, Jerry Reuter, Dan Wild, Emily Wild, and Joni Wlochall.

High School Fellowship has been meeting consistently throughout the year. We have 15 students who participate. Meetings are held twice monthly through Zoom and for in person (masked and distanced) service projects. The group made posters and cards for care facilities, did two landscaping projects for the church, helped at the Food Pantry, helped prepare meals at the Convivium Farmstead, served the Thanksgiving meal, went Christmas caroling, and wrapped presents for the sponsored school families. Unfortunately, the summer trip to California was cancelled due to the pandemic. The ELCA National Youth Gathering has been postponed to the summer of 2022.

Funds were collected for the Super Bowl of Caring in February. The youth provided a lunch for the annual meeting and took a collection on Super Bowl Sunday. \$652 was collected and given to Opening Doors women's shelters.

Parents Night Out, sponsored by the Family Ministry Team, took place on February 14.

A Family Bowling event was sponsored by the Family Ministry Team on March 8.

An Easter Egg Hunt was provided for some at home fun in April.

First Communion Class was held on March 29 and April 5 through Zoom. Students and their parents participated together. The class taught about communion, liturgy, and the church calendar. Augustus Lambert, Amanda Matson, and Connor Pauly were welcomed to the Lord's Table at an outdoor service on October 10. Alexandra Goldsmith, Myles Page, Joshua Roling, and Elijah Williams are waiting to celebrate their First Communion when we start in person worship.

A Palm Sunday Drama was presented by the youth through Zoom.

High School Graduates Clara Droessler, Avery Fair, Tyler Prehm, and Shelby Wissing received gift bags in June.

The Gardens of Grace were planted and provided food for local charities and for our HTLC food bank. Thank you to Christopher Bode and Gretchen Kueter for doing much of the work in the gardens this year.

Vacation Bible School took place in August. Recorded daily videos, featuring opening and closing celebration time (music, host chat, story, and a youth skit), a visit with Moses, and an activity, were provided. Supply bags were delivered to families. The theme was "Wilderness Escape" and the focus was the story of Moses and the exodus. Lisa Anderson and the Hoefflin Family (Terry, Molly, Lilly, and Roz) worked very hard to make the week a success. Their

efforts and creativity were very much appreciated! Thank you to Pr. Derek for helping with the recordings.

Blessings of the Backpacks was celebrated in worship in August. Students sent pictures that were used in worship, and a gift and blessing activity was delivered to homes.

Gift Bibles were presented to three-year-old children and third graders on Christian Education Kick-off Sunday in September. Pictures of the students were shown in worship, and Bible were delivered to homes.

An All-Around Town Scavenger Hunt was planned by Family Ministry as a family fellowship Event for September. There were 25 member households that hosted a site for the hunt.

A Halloween Trunk or Treat was hosted by the Family Ministry Team. It was held outside with safety protocols. A craft project and monster hunt were also part of the fun.

Family devotional kits were prepared and handed out for Lent and Advent.

A Community Thanksgiving Meal was prepared and served. The event was a joint effort of the Outreach Committee and the Family Ministry Team. Over 300 people were served.

Christmas Gifts were given to three Dubuque families identified by Bryant, Fulton, and Lincoln Elementary Schools. A Thrivent grant and donations from our members provided \$615 to purchase the gifts. The Family Ministry Team purchased the gifts and the high school students wrapped them.

The Children's Christmas Program was cancelled because of the pandemic, but a special music piece was prepared for the Christmas Eve service

I have been busy delivering many things during this time. One of the blessings of the pandemic is that I have been able to connect with many of our families, especially those with young children. My meetings with the youth through zoom or in service have been the highlight of my year.

I am very grateful for the congregation's support of family ministry, both financially and spiritually, and I am enthusiastic about sharing in this ministry with you.

Respectfully submitted by Sara J. McCaw, Family Minister

Luther Manor President's Report 2020

The story at Luther Manor in 2020 is the pandemic. Two months into the new year the pandemic changed everyone's life. It also changed Luther Manor and how it has operated. Plans for the future were put on hold. Programs and visions were put on the back burner so that the demands of the pandemic could be met.

The top priority was the residents' care. We had to make sure that the staff had the resources to help meet the needs of our residents and that the residents were as safe as possible. Changes took place daily in order to make sure this happened. There have been constant requirements that have come down from national, state and local governments about how our organization is operating during the pandemic. Those requirements are designed to protect both our residents and staff. Our staff has done a great job of keeping up to date on all of the changes that have been required.

Our organization was fortunate to have an experienced well qualified staff that was able to do the things necessary to provide our residents with the best care possible under terribly difficult conditions. Staff at all levels were asked to spend long hours each day at their posts. The disease threatened both their lives and the resident's lives.

For a number of months Luther Manor was able to keep the virus out of our campuses. The virus finally overcame the best practices possible of containing it in October. For two months the virus took its toll on residents and their families, and our staff and their families. In early December cases started to diminish and a new normal was reached.

As the year is ending it is the hope of everyone that the vaccine, the practices of washing our hands, wearing masks, and social distancing will help bring the virus under control. If the virus is under control then our residents, their families, our staff, and their families will all be safer.

There was one major accomplishment that was not stopped by the pandemic. Late in 2019 Luther Manor, St. Matthew Lutheran Church, and Immanuel Congregational Church agreed to search for a pastor to serve all three sites. The Northeast Iowa Synod was notified to start a search for this combined position. The position was posted. Candidates were identified and then interviewed. A decision was made to offer Kristen Wipperman the shared position. The position was divided so that she would serve Luther Manor halftime and the other two congregations quarter time. She accepted the position and started serving us in May 2020. We are thankful that Pastor Kristen is now a part of Luther Manor communities.

As we move into 2021, the Board of Directors has established plans to move forward. The Board is looking at developing a new strategic plan. We are working with NICC to have a group of experts review how our organization currently operates and what improvements are needed to be more successful in the future. We hope to start meeting with the group from NICC in mid-January of 2021.

As Dubuque and the surrounding community has grown Luther Manor has also grown. It is the goal of the Luther Manor Board to make sure our organization grows to meet the needs of the

people in this area. It is our goal that the continuum of care that we have created will meet the needs of our current and future residents. Luther Manor wants to be the provider of choice for people and allow them to successfully age in place.

Our strategic planning will help us as we look at the future. It will help us make decisions on renovations at Hillcrest and expansion in Asbury . We want to make sure that the programs and services we provide are the best possible. Our staff needs to be able to have the best training possible so that they can be up to date on what is best for our residents.

The pandemic has affected and changed what we were able to do this year. We are looking forward to 2021 and the opportunities that lie ahead for our organization. Our promise to the community of Dubuque is that we will provide the best services possible to those who will need them now and in the future.

Larry Croghan, President of the Luther Manor Board of Directors

Music Ministry Annual Report 2020

It has now been four years since I returned as Director of Music on January 15, 2017.

Trinity Chorale served our congregation until we were forced to cease rehearsals in March. We hope that we are able to return to rehearsals and worship in 2021 and have much music to offer as permitted. We are very much interested in having more volunteers join us.

Our bell choir, Trinity Ringers, was restarted in 2017. As with the Chorale, all rehearsals ceased in March. We currently have 10 members and would like to add one more person and have a few people who would be willing to serve as substitutes.

Trinity Brass has continued to faithfully offer music on a regular basis prior to March. Erik Anderson now leads this volunteer ensemble. It's been a pleasure to work with him!

Jill Kleinbriel as our Director of Contemporary Music, having begun the position in early 2018. She has been a valued colleague in music ministry at Holy Trinity.

During the spring of 2020, I was contacted by a Presbyterian church in Freeport, IL, which had closed, about going through their music library and taking any choral pieces we could use. Out of this collection I obtained more than 100 anthems to add to our choral library. I'm indebted to Carol Baumann for her help in creating labels and updating our database for this collection and to DeLano Cain-Watson for his help in organizing the stacks in the music library!

Looking to the future, I would like to begin a schedule of keyboard lessons for any member (youth through senior citizen) who may be interested in developing basic piano and/or organ skills. If there's a desire, I'm willing to explore options for youth music opportunities either as a group or nurturing an individual's ability.

In May 2020, a decision was made to hire the Dobson Pipe Organ Company of Lake City, IA to maintain our church pipe organ. There have been problems with tuning and some of the mechanical components of the organ which have not been adequately addressed by the previous company. The Dobson company has organs at Lord of Life Lutheran, Wartburg Seminary, and the University of Dubuque and maintain local organs at St. John's Episcopal, St. Patrick's Catholic, and St. Raphael Cathedral in Dubuque.

Lastly, I hope we can begin soon to discuss a plan to improve and update our pipe organ which is 39 years old this year and has had no major work since its installation in 1982, a span of more than a generation and seven U.S. presidents.

I'm looking forward to 2021 and beyond!

In Christ,

Chuck Barland

Director of Music, Holy Trinity Lutheran Church

STEPHEN MINISTRY 2020 ANNUAL REPORT

“Bear one another’s burdens.” - Galatians 6:2

Stephen Ministry is focused on providing high quality, confidential, distinctly Christian care to people who are facing some of life’s challenging personal situations. Stephen Ministers are patient listeners for those who are struggling through a difficult time in life—experiencing grief, divorce, job loss, chronic or terminal illness, or some other life crisis. When they meet with their care receivers, they bring along with them the good news of Christ’s love and forgiveness knowing that God is the “cure giver”

The pandemic has changed the way our Stephen Ministers have been able to provide care. The primary venue is to provide this care in person, and Stephen Ministers have had to adapt to providing care via phone calls only.

We wish to thank all our Stephen Ministers who were actively serving care receivers during 2020, some for many years, and some whose care receivers have passed away. Their dedication is amazing, and we ask that you continue to pray for them.

Dan Wild, Kathy Lindenberg and Magi Wehner are serving as the Stephen Ministry Leaders, and it is our hope to see this important ministry continue to grow and flourish at HTLC, to build more awareness and ownership in our congregation, and then see where God leads us.

This year more than any other in recent times has caused anxiousness, suffering and loss for many in our community. But we have not seen an increase in requests for Stephen Ministers. We are all called to love and care for one another as part of our caring ministry. Part of that caring is to talk to those you know who would benefit from Stephen Ministry and refer them to the pastors or us.

Please continue to pray for this ministry and pray about whether you would like to become a Stephen Minister yourself.

Respectfully submitted,
Dan Wild, Kathy Lindenberg, and Magi Wehner

Annual Reports
from

Sue Tigges, Council President

Pastor Josh Martyn

Associate Pastor Derek Rosenstiel

President of the Council 2020 Annual Report

Dear Members, Friends & Staff of Holy Trinity Lutheran Church,

No one could have anticipated the year 2020 – certainly an unusual and trying year for many. Given the unusual year, I still feel positive about our church and our country. It has been quite the roller coaster, that's for sure! If you would have told me a year ago what we were going to face, I may have tried to give up duties as Council President. But I am glad to have served, mainly because of the guidance of Pastors Josh and Derek and all staff at HTLC. I am very thankful to have worked with such a dedicated, supportive and respectful council, all who possess strong leadership skills. If you see the following volunteers, please join me in thanking them for their dedication:

Adam Eikamp - Vice-President
Michele Faubel - Secretary
Jonathan Brown - Treasurer
Marlee Tart - Financial Secretary
Wendy Einsweiler - Stewardship
Lily Hoefflin - Youth Rep

Tami Ernster - Family Ministry
Darrell Kalmes – Buildings & Grounds
Terry Hoefflin - Worship
Gretchen Kueter – Outreach
Jason Duba – Noah's Ark

We started off the year by having an open Office Manager position, which I personally thought was going to be the toughest challenge to face in 2020 – ha! But in February, after interviewing *Lorice Amlin*, we knew we found the perfect fit. Lorice is highly motivated and has streamlined many office procedures. I can't even begin to tell you all that she has brought to our church community! Add *Lisa Borchert* and *Cathy Nolan* to the mix and we have a high functioning administrative staff.

We had an in-person council meeting in February and the remainder of the year has been via Zoom. There are pros and cons by having a Zoom meeting with the biggest downside being that I felt we didn't get that one-on-one side conversation that helps you really get to know your team.

In April we had a Zoom meeting with area congregations; included in the meeting were pastors and council presidents. We are very fortunate that the Dubuque area congregations work together as a team to support each other. Pastor Josh also sent out a Reopening Survey and we received 91 responses. This helped drive our goal of preparing a Pandemic Reopening Directive (a four-phase plan for reopening) which was approved by council. At each council meeting we thoughtfully and respectfully discussed reopening plans and have always voted to remain closed. As of the writing of this newsletter though, we plan to reopen for services on February 7. Of course, this is dependent again on Covid discussions. Be assured though, the Worship Team has a plan in place for safe reopening procedures and what preparation is needed for worship services to proceed through Phases II and III.

In April we received \$91,500 as a Paycheck Protection Program loan/grant through the SBA. This originally started off as a loan that is reduced if there is a reduction in the number of

employees or a reduction of greater than 25% in wages paid to employees, to be used over an 8-week period (which later was amended to be used over a 24-week period). The specifications for forgiveness have changed several times since April. On January 19, 2021, the SBA rolled out a simplified forgiveness application and I am moving forward with this process. This program has significantly helped our 2020 budget; but because of unknowns, our 2021 budget is another story.

Buildings & Grounds completed many planned projects (and because of the pandemic, a few more projects were put on their plate). Some of these projects included the installation of new phones, new lights in the LFC, converting the small bathroom in the sacristy into a storage closet, removing the chairlift from the rear entryway, adding a new server and access point in the building for wireless internet, upgrading to fiber for internet, negotiations regarding roof repair, and installation of new audio/video equipment to enable us to livestream services. Many of these projects were completed via use of additional designated funds given by various members directing it to be used specifically for the projects.

In the middle of the pandemic, we asked members to contribute to a special appeal to upgrade our 20-year-old audio and video equipment. This was a purchase on our radar for the future but suddenly it became an immediate need. Thank you to all that contributed to this challenge!

Noah's Ark Preschool/daycare closed on March 17 and after considerable work in planning a safe reopening, they reopened on June 8th. They tirelessly continue to offer the highest degree of childcare with the continuous change in necessary procedures.

Another very important task has been the various food distributions completed by the Outreach Team. Our community now relies on this team!

I do want to describe what has been the toughest decision this year: A budget showing a deficit of \$84,168.65 was approved by the Finance Committee with the understanding that it would be presented to Personnel for their consideration. The Personnel Committee made the following restructuring motion which was approved by council:

- *The handbell choir position was suspended for the year*
- *The hours for both the Accounts Payable and the Account Receivable Positions were reduced to 15 hours each beginning June 1.*
- *Neither Pastor Josh nor Associate Pastor Derek will receive an increase in wages for the year 2021.*
- *The current Youth & Family Minister position and benefits is to be terminated effective May 31 (to coincide with the end of the school year).*
- *A part-time Youth Minister position will be created effective June 1.*

Please understand that in making this decision the personnel committee reviewed each position to see how that position affects the ministries. Our main goal was to be sure that our ministries continue. The council has a fiduciary responsibility to protect the members and the church and we could not support beginning an unknown year with a \$84,168.65 deficit. As you will see in the proposed budget being presented at our January 24 budget forum, we still have a deficit, but we trust that God will guide us through the year.

I want to also lift up *Marlee Tart* (our financial secretary). We have been discussing ways to simplify and streamline procedures for office staff. We both go off council this year and are now going to focus on the process of transferring finances from the antiquated Church Windows to QuickBooks. She has gone above and beyond – and I truly enjoy working with her!

Our congregation is blessed with many volunteers and providers and I can't even begin to thank everyone. With that said, you know who you are and ... thank you! But I also want to thank all employed by Holy Trinity ... you are all so very kind and professional!

I am very happy that in 2019, prior to a pandemic, that our congregation voted to hire Pastor Derek as an Associate Pastor. He has added so much to our congregation and his assistance to Pastor Josh has been a necessary asset, especially for this historically busy year. Church is the place many people turn to when they need comfort. I'm afraid many may think that just because the church/building has been closed, that nothing is happening. "Church" is happening now more than ever!

Thank you for trusting me and supporting me in this position. I have great respect for all council members...and know that decisions are made respectfully while reflecting on congregation needs. *Adam Eikamp* adds such a compassionate conversation and will make the perfect council president! Please be sure to continue to communicate to council members any concerns and hopes for our congregation!

God's Peace to you all,
Sue Tigges

Pastor's 2020 Annual Report

"⁹In those days Jesus came from Nazareth of Galilee and was baptized by John in the Jordan. ¹⁰And just as he was coming up out of the water, he saw the heavens torn apart and the Spirit descending like a dove on him. ¹¹And a voice came from heaven, "You are my Son, the Beloved; with you I am well pleased." (Mark 1: 9-11, NRSV)

What a year we all just had. To be honest, I am so glad 2020 is over and a new year has begun. A year that will hopefully return to some form of normality and give us a clean slate to begin anew. For many of us, last year was filled with fear, stress, anxiety, even boredom. Our lives were ultimately turned upside down.

On top of the interruptions in our daily activities, we all experienced loss this past year. Loss of in-person activities, loss of employment, loss of time with family and friends, the death of friends, the death of family. As things hopefully begin to return to normal over the next several months, many of us will see the holes left in our lives by this virus as some of our dinner tables, places of work, even here at the church will have empty seats. Many of us have lost someone near and dear to our hearts due to this virus and we all grieve with you.

Yet, through our faith in Jesus Christ, we know that death is not the end of our journey and that God is here with us. Just the other week, we all heard Mark's telling of Jesus' baptism, the day when Christ was lowered into the waters of the Jordan and rose breathing in the Holy Spirit and was declared God's beloved Son, with whom God is well pleased. After the year we all just had, this text spoke to me in encouraging us all to slow down, breathe in the Holy Spirit through our nose and out of our mouth, and to remember who we are as a claimed beloved child of God.

The air we are breathing is the very breath of God who alone gives us life. This is the same breath of God that moved over and calmed the chaotic waters at creation and created light. This same breath was breathed into the disciples who baptized others in Jesus' name. And this is the same breath, the same spirit, that descended upon Jesus as he rose from the waters of the Jordan, and whose identity was declared as God's beloved Son, with whom God is well pleased.

And this is our identity as well. We are God's beloved children. Through Jesus' birth and baptism, we are shown that God is as close to us as the air we breathe. We are shown that God loves us more than we could ever comprehend and fills our lungs, fills our bodies with the power of the Holy Spirit through faith, and is always with us no matter the depths we may sink or heights we may climb.

Looking Back

Throughout 2020 God has been with us in mysterious ways through all the programs and ministries at HTLC. Although the building of Holy Trinity was closed most of the year, the ministries of HTLC never stopped and reached more people throughout the world than ever before. Because of Zoom, we were still able to conduct education classes,

men's morning bible studies, Sunday school, family ministry activities, women's bible studies, ecumenical bible studies, committee meetings, council meetings, and most importantly our weekly worship services. Not only were we able to continue our monthly ministry opportunities, we were also able to continue to share this ministry with the community through our Thanksgiving meal, food distribution, and food pantry donations. And thanks to the generosity of the members of HTLC, we were able to raise \$29,000 for a new Sound and Video system to allow us to live stream our services now and beyond the pandemic. Since live streaming our worship service, we have had individuals across the world join us in worship. We have had on average 270 people each week worshipping with us online. And since receiving this amazing gift, families across the world were able to sign on and participate in the funeral service of their loved ones. In spite of the pandemic, HTLC did not waver in its ministries and continued to show the community how God is with them by living out our mission; "Living Christ's Call to Love and Serve All."

I am also deeply thankful for such an amazing staff who is always there for anyone who comes to HTLC and was so strong in their leadership to make sure the ministry of Jesus Christ continued to flow through this congregation during the pandemic. This staff provides so much pastoral care and every day I am always in awe of the gifts that God has given to them. I am deeply grateful to Pastor Derek, Lorice Amlin, Lisa Borchert, Cathy Nolan, Sara McCaw, Dr. Charles Barland, Jill Klinebriel, Al Pline, Jenifer Montgomery and the teachers of Noah's Ark. I am also grateful for Dan Wild, Kathy Lindenberg, and Magi Wehner for their leadership with the Stephen Ministry Program. Holy Trinity is very lucky to have such talented and gifted individuals who are dedicated to serving Jesus through all of our ministries.

I deeply grateful for my Mutual Ministry Team and look forward to working even closer with them this next year as we move beyond this pandemic; Lenore Howard, Dawn Eikamp, and Jason Duba. Again, the Mutual Ministry team assists me in creating yearly goals, reviews the committee's and council to make sure ministry is happening at its highest capacity, and that ministry is being conducted mutually by the pastor and congregation. If you ever have any questions, you can always reach out to one of the team members.

I am also truly grateful for the amazing leadership we have on council. Sue Tigges, Adam Eikamp, Michele Fauble, Jonathan Brown, Marlee Tart, Terry Hoefflin, Wendy Einsweiler, Darrel Kalmes, Tami Ernster, and Gretchen Kueter. As difficult of a year we just had, it was made much easier knowing HTLC has such gifted and faithful leaders to help guide the way forward. They all faced many difficult challenges and decisions, and they all leaned on the Holy Spirit to guide their decision making. I am deeply grateful for these individuals and their leadership in ensuring we are living out our mission.

As you can imagine, this was an interesting year in ministry. Many of my goals for the year were thrown out the window when the pandemic started. In March, I found myself being thrown into learning new skills in a week that would normally take several months. The first half of the year was spent learning how HTLC can continue its ministries

virtually. This meant studying the different online platforms to conduct our worship services and ministries. On top of this new education, we ran into issues surrounding our old sound system and its inability to connect with modern technology to allow live streaming. After conjuring up a digital soundboard and several cameras, John Swift and I were able to piece together the equipment needed to provide us the opportunity to live stream in our sanctuary. I am deeply grateful for John and all of his guidance through this process. Of course, the technology had plenty of kinks that we had to sort out, but for the position we were in and with what we had, I am grateful we were able to continue our ministries.

While getting the ministries set up digitally, our pastoral duties never stopped. Visitations were done either online or over the phone. Due to the pandemic, counseling sessions were on the rise, and many visitations were done online. People in the community are hurting financially, and most of our time was assisting them with resources that we had, or finding the resources needed, to keep them moving forward with hope. And in addition to the pastoral duties, we spent lots of time prepping, recording, editing and playing our worship service. It was an exhausting year, but I am so grateful to the staff, committee's, and council for working together in ensuring HTLC continued to remain open by living out its mission.

Looking Ahead

Unfortunately, due to the budget deficit, the Personnel Team and counsel had to make the difficult decision to restructure the staff. With the recommended reduction in hours for our Office Assistant, Financial Assistant, taking our Youth and Family Minister to part-time, and suspension of the Hand Bell Choir, our ministries are going to look much different this next year. I will do all that I can to ensure the continuation of the ministries that these changes affect, however, the continuation of these ministries is going to mainly depend on you, members of HTLC.

During the 4 ½ years of serving as your Senior Pastor, I have heard time and time again the desire to take on your own ministries and be less staff-driven, yet I have not seen much action taken from the congregation to do this. Each year it is extremely difficult to find volunteers to serve on council and the many ministry team's (committee) either have very few volunteers, or those who are on the team have been faithfully serving for numerous years because there is no one to take their place. With the personnel changes that are being proposed, I am calling upon the congregation to come together, join a ministry team, and help us continue to further the mission of Jesus Christ here at HTLC. Ministry Teams normally meet once a month on the first Tuesday of the month from 5:45 pm-7:15 pm. With the building closed due to Covid, many ministry teams are meeting on the first Tuesday of the month virtually. If you are interested in joining a team you can contact me, Pastor Derek, or any council member any time for more information about the teams and their responsibilities.

Hopefully, with the continued decline in Covid numbers, and people getting vaccinated, we will slowly return to some form of normality. Of course, things will not be the same as they were before the pandemic, however I know we will come together as the body of

Christ to live out the gospel of Jesus Christ as this community, and the world continues to heal.

As we continue into this new year my hope and goal, on top of ensuring the continuation of ministries affected by the staff restructuring and training possible new staff, is to help the congregation move back into some form of a normal and new routine. Of course, we will still need to continue the many precautions in place as we move forward, but I hope to create new ministries that allow us to heal emotionally from this past year and reconnect, or form, new friendships with other members in the congregation. I hope to do this by creating more small group ministries where individuals can safely gather together in small numbers.

I also plan to help our Fellowship Committee find more new and exciting ways to offer opportunities for the congregation to gather with one another. If you have a passion for this type of ministry, please let me know as we would love to have you on this team. In this community building, my hope is that we can carry out that love and energy into the greater community by showing everyone that God is with them, and is as close to them as the very air they are breathing. There is going to be a lot to do once we begin to reopen, but with the amazing help of the council, committees, and staff, I am more than confident HTLC will continue to move forward and thrive in its ministries.

I am so grateful for all of you here at Holy Trinity Lutheran Church. You all are such amazing people and I truly love and miss you all so much. Thank you for all you do here at HTLC. I look forward to what 2021 will bring for all of us. If you have any questions or would like to speak with me, my door is always open.

Peace in the Light of Christ,
Pastor Joshua Martyn

Associate Pastor Annual Report 2020

“Do not worry about anything, but in everything by prayer and supplication with thanksgiving let your requests be made known to God. And the peace of God, which surpasses all understanding, will guard your hearts and your minds in Christ Jesus.” (Philippians 4:6-7, NRSV)

How exactly is one to sum up a year such as this? I am finding it hard to even begin, so I open my report with one of the traditional scripture passages which is used as a benediction at the close of sermons or worship services. A benediction is most simply described as a blessing given to someone or a group of people, usually upon a time of sending or scattering. I could not think of a more appropriate way to reflect upon this past year and the state in which we exist as a community of faith in this time. With the coming of the global pandemic into our lives and world, we have indeed been scattered and desperately need daily reminders of the faith given us in Christ which unites us and upholds us always. Benedictions deliver to us assurances of God's eternal promises to us, grace upon us, presence with us, and steadfast love for us. They remind us of who God has revealed God's own self to be and who we are in light of this revelation.

None of us could possibly have foreseen what we would be going through this past year and are still going through today. No amount of planning could have prepared us for a time such as this, and yet we have been equipped to face these trials whether we perceive it or not. God in Christ by the power of the Holy Spirit has given us all we need, in and through the gift of faith, to face any storm in life. This equipping does not mean we will not experience turbulence amid the storms, but it does provide us with the assurance that God is with us and is able to overcome any force that would threaten to destroy us. Not only that, but through faith we can trust that along with God we are united with a whole company of saints as we make this arduous journey. We are together in this as a community of faith here at Holy Trinity Lutheran and with all those who profess the name of Christ as Lord around the entire world and through all the ages.

So, in this truth, I look back upon this past year and ahead to the next with heart that is abundantly grateful and filled with a hope that will never fail me. I give thanks to God for the first full year of serving alongside y'all here at Holy Trinity for the mission and vision we claim as our own in the words of “Living Christ's Call to Love and Serve All”. While the best laid plans that I had made for this past year did not go exactly as I had envisioned, I give thanks to God that despite all the trials which came our way, I witnessed beautiful and powerful ministry continue to be carried out by God's faithful servants here in our community and well beyond it. Thanks be to God for y'all and for the privilege you have given me to serve with you and experience the grace of God here in this beautiful community of faith!

I believe it was in the very first weeks of March 2020 that council made the exceedingly difficult decision to close our doors to in-person worship and other activities. Ever since that time, council and y'all in the entire community of faith have stepped up to do your part in the hard work that has carried us thus far and will continue to for all the years to come. Our community has committed itself to protecting the well-being of one another and at the same time continuing

to make our ministry as a body of Christ not only continue to survive but to thrive. It has been a sacred honor and life-giving experience to walk with you all in this faithful work.

Our way of being a body of Christ in this time has been dramatically altered, and yet we as a body have found ways of still being a community of faith, love, and support to all. We have continued to center ourselves around those things that are core to who we are as a body of believers in the crucified and risen Lord, Jesus Christ. We continue to proclaim the good news of Christ in our worship, our faithful service in the wider community of Dubuque, and in the care that we show to one another in our various joys and sorrows in life. From the very start of this upending experience, I have felt such a strong sense of support from y'all within this community and from so many others near and far. I pray this has been true for you as well.

Our practices of worship had to meet the challenges of this time, and through the nimble adaptability of our community it is utterly amazing what beautiful things God has brought about. Our worship community has not diminished because of this pandemic and the need to suspend in-person worship; but in fact, it has increased abundantly. At the beginning of worship, we were blessed with worshipping alongside our siblings in Christ from the other ELCA churches in the area and our partnership was such a gift to us all. We were able to learn how to be community in this new way together as one united ELCA worship body. Out of these first seeds of hope and new life, we were all able to branch out on our own and continue to give praise to God through this new way of "being church" together.

I am beyond proud of and grateful for the generosity of y'all and your commitment to the ministries of our community of faith. Through the funding and building of our new A/V system we can continue to worship together no matter where we are. Not only that but we are able to worship with siblings in Christ all around the globe; from Canada to Guyana & California to New Zealand, we have had the glorious privilege to praise a God who creates new life even when all we see around us is death and destruction. What we have learned and experienced in this time will continue to build up and bless the ministries of our community on into the future in more ways than we can possibly even imagine.

In our caring ministries, I had the honor of working with many loving servants to continue to reach out to one another as a reminder of Christ's eternal presence with us and how this creates a bond between us that can never be broken. I worked with many others to form a caring calls group to reach out to those who were most isolated because of the quarantining we all had to practice. This has been a blessing to those ministered to and the ones carrying out the ministry. Pastor Josh & I also consistently made pastoral calls to not only our members who were most isolated by this experience but also reached out to the entire roll of members at least once if not more between us. This gave me at least some way of building relationships in this community that I was but beginning to become a part of prior to the pandemic. I have been blessed by the conversations that came from this work and give thanks to God for the relationships formed through those conversations.

Our outreach ministries continued to have a positive impact upon the lives of many. There has been an even greater need in this time help our siblings who are hungry, or without a place to call home, or who yearn for meaningful relationships, or struggle to gain access to the necessities of life, and so much more. Through the commitment of y'all our food outreach has expanded to meet the needs of even more of our neighbors. The financial support of many have provided the ability for pastor Josh & I to provide relief to many beloved children of God who call us with pleas for help. We even were able to collect winter clothes and Christmas gifts to warm the bodies and spirits of those who would have otherwise experienced this winter as one even colder and drearier than any other.

Looking back, I give thanks to God for all of this and more! I look forward to our next year of proclaiming the good news of God's love in Christ to ALL in the ministries of this beautiful community of faith! I end with a benediction just as I began it – *May the peace of God, which surpasses all understanding, guard our hearts and our minds in Christ Jesus. Amen.*

May God's grace and peace be with each of you!

Signed with love,
Associate Pastor Derek Rosenstiel

Constitution Amendments

Summary of Proposed Constitutional Amendments

At our Annual Meeting to be held on January 31, 2021, the following will be motion will be made:

MOTION: That Holy Trinity Lutheran Church's Constitution be amended per amendments made to the Model Constitution for Congregations at the 2019 Churchwide Assembly.

The 2019 Churchwide Assembly adopted numerous amendments to the Model Constitution for Congregations. Under the ELCA's governing documents, Holy Trinity Lutheran Church is required to revise its constitution to include the changes in sections beginning with an asterisk (*). Changes in the sections that do not begin with an asterisk are optional.

In coordination with the following amendments, the 2019 Churchwide Assembly authorized the secretary of the ELCA to:

- Strike "synodical" and replace with "synod"
- Strike "the congregation" and replace with "this congregation" where appropriate
- Make editorial changes so that the *Model Constitution for Congregations* follows the *Constitution, ByLaws, and Continuing Resolutions of the ELCA* and the *Constitution for Synods*.

Because these are in coordination with the 2019 Churchwide Assembly, just one vote is required at our annual meeting. Attached is a "marked-up" Constitution. Additions are underlined. Deletions are ~~struck through~~ in the text. Other than the minor changes as indicated above, the following amendments would make substantive changes:

- *C5.04 would require HTLC to "elect" delegates to the Synod Assembly rather than to "choose" them. (Note: HTLC has historically elected delegates at our annual meeting)
- *C6.04 would subject HTLC to termination as an ELCA congregation if HTLC were to have a pastor who is not on the ELCA roster. In addition, subject to an appeal to the Synod Assembly, the Northeast Iowa Synod would be authorized to dispose of HTLC's property if the congregation were to dissolve or otherwise cease to exist.
- *C6.05 would make changes in the procedure for voting to leave the ELCA. First, notice of the two meetings at which votes must be taken could be sent to members by means other than regular mail. Second, an additional notice would have to be given to members reporting the outcome of the second meeting. Third, if HTLC were to vote to leave the ELCA, becoming "independent" or a non-Lutheran church would not require an additional two-thirds vote.
- *C7.05 would require HTLC to comply with any restrictions in the deed or other instrument conveying property from the Northeast Iowa Synod to HTLC.
- *C8.02 would prohibit a member from voting at a meeting of HTLC's congregation if the person voted within the preceding two months as a seasonal member of another congregation.

- C9.03 would require the pastor to encourage HTLC to adhere to the covenantal relationship with the ELCA as expressed in the ELCA's governing documents.
- *C9.14 would require a departing pastor to turn over HTLC's parochial records in good order before assuming a new call or requesting a change in roster status.
- *C9.21 and *C9.25 would recognize a minister of Word and Service as a "deacon."
- *C9.26 would require HTLC to satisfy any financial obligations to a former deacon before calling a new deacon.
- C10.01 would require HTLC to have at least one "regular" meeting each year and to specify in the bylaws that one "regular" meeting shall be the "annual" meeting. (Note: In our ByLaws we refer to the meeting as the Annual Meeting but that could be changed if we elected to make that change in the ByLaws).
- C10.08 would allow HTLC to hold meetings (including our Annual Meeting) electronically or by telephone, provided there is an opportunity for all participants to communicate with each other.
- C12.02 would allow members of the Congregation Council to be installed during worship on a Sunday other than the last one before their terms begin.
- C13.05 would authorize the use of a call committee for any vacancy in a position to be filled by a rostered minister.
- *C15.11 would specify that, in the event members were to take a congregational dispute with the pastor to the bishop of the Northeast Iowa Synod, the bishop could address the dispute through the procedure prescribed in the synod's constitution.
- *C17.04 & *C18.03 would require HTLC to send copies of any adopted or amended continuing resolutions to the Northeast Iowa Synod.

By: Sue Tigges, 2020 Church Council President

This is a proposed Amendment to Constitution per the 2019 Churchwide Assembly. Final page numbers etc will be updated once approved at the 2021 Annual Meeting.

**CONSTITUTION
OF
HOLY TRINITY LUTHERAN CHURCH OF DUBUQUE, IOWA**

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CONSTITUTION
OF
HOLY TRINITY LUTHERAN CHURCH OF DUBUQUE, IOWA

PREAMBLE

We, baptized members of the Church of Christ, responding in faith to the call of the Holy Spirit through the Gospel, desiring to unite together to preach the Word, administer the sacraments, and carry out God's mission, do hereby adopt this constitution and solemnly pledge ourselves to be governed by its provisions. In the name of the Father and of the Son and of the Holy Spirit.

Chapter 1.

NAME AND INCORPORATION

- C1.01. The name of this congregation shall be Holy Trinity Lutheran Church of Dubuque, Iowa.
- C1.02. For the purpose of this constitution and the accompanying bylaws, the congregation of Holy Trinity Lutheran Church of Dubuque, Iowa is hereinafter designated as "this congregation."
- C1.11. This congregation shall be incorporated under the laws of the State of Iowa.

Chapter 2.

CONFESSION OF FAITH

- C2.01. This congregation confesses the Triune God, Father, Son, and Holy Spirit.
- C2.02. This congregation confesses Jesus Christ as Lord and Savior and the Gospel as the power of God for the salvation of all who believe.
 - a. Jesus Christ is the Word of God incarnate, through whom everything was made and through whose life, death, and resurrection God fashions a new creation.
 - b. The proclamation of God's message to us as both Law and Gospel is the Word of God, revealing judgment and mercy through word and deed, beginning with the Word in creation, continuing in the history of Israel, and centering in all its fullness in the person and work of Jesus Christ.

- c. The canonical Scriptures of the Old and New Testaments are the written Word of God. Inspired by God's Spirit speaking through their authors, they record and announce God's revelation centering in Jesus Christ. Through them God's Spirit speaks to us to create and sustain Christian faith and fellowship for service in the world.
- C2.03. This congregation accepts the canonical Scriptures of the Old and New Testaments as the inspired Word of God and the authoritative source and norm of its proclamation, faith, and life.
- C2.04. This congregation accepts the Apostles', Nicene, and Athanasian Creeds as true declarations of the faith of this congregation.
- C2.05. This congregation accepts the Unaltered Augsburg Confession as a true witness to the Gospel, acknowledging as one with it in faith and doctrine all churches that likewise accept the teachings of the Unaltered Augsburg Confession.
- C2.06. This congregation accepts the other confessional writings in the Book of Concord, namely, the Apology of the Augsburg Confession, the Smalcald Articles and the Treatise, the Small Catechism, the Large Catechism, and the Formula of Concord, as further valid interpretations of the faith of the Church.
- C2.07. This congregation confesses the Gospel, recorded in the Holy Scripture and confessed in the ecumenical creeds and Lutheran confessional writings, as the power of God to create and sustain the Church for God's mission in the world.

Chapter 3.

NATURE OF THE CHURCH

- C3.01. All power in the Church belongs to our Lord Jesus Christ, its head. All actions of this congregation are to be carried out under his rule and authority.
- C3.02. This church confesses the one, holy, catholic, and apostolic Church and is resolved to serve Christian unity throughout the world.
- C3.03. The Church exists both as an inclusive fellowship and as local congregations gathered for worship and Christian service. Congregations find their fulfillment in the universal community of the Church, and the universal Church exists in and through congregations. The Evangelical Lutheran Church in America, therefore, derives its character and powers both from the sanction and representation of its congregations and from its inherent nature as an expression of the broader fellowship of the faithful. In length, it acknowledges itself to be in the historic continuity of the communion of saints; in breadth, it expresses the fellowship of believers and congregations in our day.
- C3.04. This church, inspired and led by the Holy Spirit, participates in The Lutheran World Federation as a global communion of churches, engaging in faithful witness to the gospel of Jesus Christ and in service for the sake of God's mission in the world.

- C3.05. The name Evangelical Lutheran Church in America (ELCA or “this church”) as used herein refers in general references to this whole church, including its three expressions: congregations, synods, and the churchwide organization. The name Evangelical Lutheran Church in America is also the name of the corporation of the churchwide organization to which specific references may be made herein.

Chapter 4.

STATEMENT OF PURPOSE

- C4.01. The Church is a people created by God in Christ, empowered by the Holy Spirit, called and sent to bear witness to God’s creative, redeeming, and sanctifying activity in the world.
- C4.02. To participate in God’s mission, this congregation as a part of the Church shall:
- a. Worship God in proclamation of the Word and administration of the sacraments and through lives of prayer, praise, thanksgiving, witness, and service.
 - b. Proclaim God’s saving Gospel of justification by grace for Christ’s sake through faith alone, according to the apostolic witness in the Holy Scripture, preserving and transmitting the Gospel faithfully to future generations.
 - c. Carry out Christ’s Great Commission by reaching out to all people to bring them to faith in Christ and by doing all ministry with a global awareness consistent with the understanding of God as Creator, Redeemer, and Sanctifier of all.
 - d. Serve in response to God’s love to meet human needs, caring for the sick and the aged, advocating dignity and justice for all people, working for peace and reconciliation among the nations, standing with the poor and powerless, and committing itself to their needs.
 - e. Nurture its members in the Word of God so as to grow in faith and hope and love, to see daily life as the primary setting for the exercise of their Christian calling, and to use the gifts of the Spirit for their life together and for their calling in the world.
 - f. Manifest the unity given to the people of God by living together in the love of Christ and by joining with other Christians in prayer and action to express and preserve the unity which the Spirit gives.
- C4.03. To fulfill these purposes, this congregation shall:
- a. Provide services of worship at which the Word of God is preached and the sacraments are administered.
 - b. Provide pastoral care and assist all members to participate in this ministry.
 - c. Challenge, equip, and support all members in carrying out their calling in their daily lives and in their congregation.

- d. Teach the Word of God.
 - e. Witness to the reconciling Word of God in Christ, reaching out to all people.
 - f. Respond to human need, work for justice and peace, care for the sick and the suffering, and participate responsibly in society.
 - g. Motivate its members to provide financial support for the congregation's ministry and the ministry of ~~other parts~~the other expressions of ~~the~~this Evangelical Lutheran Church in America.
 - h. Foster and participate in interdependent relationships with other congregations, the synod, and the churchwide organization of the Evangelical Lutheran Church in America.
 - i. Foster and participate in ecumenical relationships consistent with churchwide policy.
- C4.04. This congregation shall develop an organizational structure to be described in the bylaws. The Congregation Council shall prepare descriptions of the responsibilities of each committee, task force, or other organizational group and shall review their actions.
- C4.05. This congregation shall, ~~from time to time,~~ adopt and periodically review a mission statement which will provide specific direction for its programs.
- C4.06. References herein to the nature of the relationship between the three expressions of this church—congregations, synods, and the churchwide organization—as being interdependent or as being in a partnership relationship describe the mutual responsibility of these expressions in God's mission and the fulfillment of the purposes of this church as described in this chapter, and do not imply or describe the creation of partnerships, co-ventures, agencies, or other legal relationships recognized in civil law.

Chapter 5.

POWERS OF THE CONGREGATION

- C5.01. The powers of this congregation are those necessary to fulfill its purpose.
- C5.02. The powers of this congregation are vested in the Congregation Meeting called and conducted as provided in this constitution and bylaws.
- C5.03. Only such authority as is delegated to the Congregation Council or other organizational units in this congregation's governing documents is recognized. All remaining authority is retained by ~~the~~this congregation. ~~The~~This congregation is authorized to:
- a. call a pastor as provided in Chapter 9;
 - b. terminate the call of a pastor as provided in Chapter 9;
 - c. call a minister of Word and Service;

- d. terminate the call of a minister of Word and Service in conformity with the constitution of the Evangelical Lutheran Church in America;
- e. adopt amendments to the constitution, as provided in Chapter 16, amendments to the bylaws, as specified in Chapter 17, and continuing resolutions, as provided in Chapter 18;
- f. approve the annual budget;
- g. acquire real and personal property by gift, devise, purchase, or other lawful means;
- h. hold title to and use its property for any and all activities consistent with its purpose;
- i. sell, mortgage, lease, transfer, or otherwise dispose of its property by any lawful means;
- j. elect its officers and Congregation Council and require the members of the council to carry out their duties in accordance with the constitution, bylaws and continuing resolutions; and
- k. terminate its relationship with the Evangelical Lutheran Church in America as provided in Chapter 6.

C5.04. This congregation shall ~~choose~~elect from among its voting members laypersons to serve as voting members of the Synod Assembly as well as persons to represent it at meetings of any conference, cluster, coalition, or other area subdivision of which it is a member. The number of persons to be elected by ~~the~~this congregation and other qualifications shall be as prescribed in guidelines established by the Northeastern Iowa Synod of the Evangelical Lutheran Church in America.

C5.05. This congregation may have a mission endowment fund or a foundation. The congregation's relationship to the fund or foundation shall be addressed in the continuing resolutions.

Chapter 6.

CHURCH AFFILIATION

C6.01. This congregation shall be an interdependent part of the Evangelical Lutheran Church in America or its successor, and of the Northeastern Iowa Synod of the Evangelical Lutheran Church in America. This congregation is subject to the discipline of the Evangelical Lutheran Church in America.

C6.02. This congregation accepts the Confession of Faith and agrees to the purposes of the Evangelical Lutheran Church in America and shall act in accordance with them.

C6.03. This congregation acknowledges its relationship with the Evangelical Lutheran Church in America in which:

- a. This congregation agrees to be responsible for its life as a Christian community.
- b. This congregation pledges its financial support and participation in the life and mission of the Evangelical Lutheran Church in America.
- c. This congregation agrees to call pastoral leadership from the roster of Ministers of Word and Sacrament of the Evangelical Lutheran Church in America in accordance with its call procedures except in special circumstances and with the approval of the bishop of the synod. These special circumstances are limited either to calling a candidate approved for the roster of Ministers of Word and Sacrament of the Evangelical Lutheran Church in America or to contracting for pastoral services with a minister of Word and Sacrament of a church body with which the Evangelical Lutheran Church in America officially has established a relationship of full communion.
- d. This congregation agrees to consider ministers of Word and Service for call to other staff positions in ~~the~~this congregation according to the procedures of the Evangelical Lutheran Church in America.
- e. This congregation agrees to file this constitution and any subsequent changes to this constitution with the synod for review to ascertain that all of its provisions are in agreement with the constitution and bylaws of the Evangelical Lutheran Church in America and with the constitution of the synod.

C6.04. Affiliation with the Evangelical Lutheran Church in America ~~may be~~is terminated as follows:

- a. This congregation takes action to dissolve.
- b. This congregation ceases to exist.
- c. This congregation is removed from membership in the Evangelical Lutheran Church in America according to the procedures for discipline of the Evangelical Lutheran Church in America or in accordance with provision 9.23 of the constitution and bylaws of the Evangelical Lutheran Church in America.
- d. The Northeast Iowa Synod takes charge and control of the property of this congregation to hold, manage, and convey the same on behalf of the synod pursuant to ¶13.24. of the synod constitution. This congregation shall have the right to appeal the decision to the next Synod Assembly.
- e. This congregation follows the procedures outlined in C6.05.

C6.05. This congregation may terminate its relationship with the Evangelical Lutheran Church in America by the following procedure:

- a. A resolution indicating the intent to terminate its relationship must be adopted at ~~at~~two legally called and conducted special meetings of ~~the~~this congregation by a two-thirds vote of the voting members present at each meeting. ~~Such~~The first such meeting may be held no sooner than 30 days after written notice of the meeting is received by the

bishop of the synod, during which time ~~the-this~~ congregation shall consult with the bishop and the bishop's designees, if any. The times and manner of the consultation shall be determined by the bishop in consultation with the Congregation Council. Unless he or she is a voting member of ~~the-this~~ congregation, the bishop and the bishop's designees, if any, shall have voice but not vote at the first meeting.

- b. ~~The-Within 10 days after the resolution has been voted upon at the first meeting, the~~ secretary of ~~the-this~~ congregation shall submit a copy of the resolution to the bishop, attesting that the special meeting was legally called and conducted and certifying the outcome of the vote, and shall ~~mail-a-copy~~send copies of the resolution and certification to voting members of ~~the-this~~ congregation. ~~This notice shall be submitted within 10 days after the resolution has been adopted.~~
- c. ~~The-If the resolution was adopted by a two-thirds vote of the voting members present at the first meeting, the~~ bishop of the synod and ~~the-this~~ congregation shall continue in consultation, as specified in paragraph a. above, during a period of at least 90 days after receipt by the ~~synod-of-the-notice~~bishop of the attestation and certification as specified in paragraph b. above.
- d. If ~~the-this~~ congregation, after such consultation, ~~still-seeks-to-terminate-its-relationship-is still considering termination of its relationship with this church~~, such action may be taken at a legally called and conducted special meeting by a two-thirds vote of the voting members present. Notice of the second meeting shall be ~~mailed-sent~~ to all voting members and to the bishop at least 10 days in advance of the meeting. Unless he or she is a voting member of ~~the-this~~ congregation, the bishop and the bishop's designees, if any, shall have voice but not vote at the second meeting.
- e. ~~A copy of the resolution, attesting that the special meeting was legally called and conducted and certifying the outcome of the vote, shall be sent to the bishop within 10 days after the resolution has been adopted, at which time the relationship between the congregation and this church shall be terminated subject to paragraphs g. below. Unless this notification to the bishop also certifies that the congregation has voted by a two-thirds vote to affiliate with another Lutheran denomination, the congregation will be conclusively presumed to be an independent or non-Lutheran church. Within 10 days after the resolution has been voted upon, the secretary of this congregation shall submit a copy of the resolution to the bishop, attesting that the second special meeting was legally called and conducted and certifying the outcome of the vote, and shall send copies of the resolution and certification to the voting members of the congregation. If the resolution was adopted by a two-thirds vote of the voting members present at the second meeting, the relationship between the congregation and this church shall be terminated subject to Synod Council approval as required by paragraphs f. and g. below.~~
- f. ~~Notice of termination shall be forwarded by the bishop to the secretary of the ELCA, who shall report the termination to the Churchwide Assembly. Unless this notification to~~

the bishop also certifies that this congregation has voted to affiliate with another Lutheran denomination, this congregation shall be deemed an independent or non-Lutheran church, in which case *C7.04 shall apply.

g. This congregation shall abide by these covenants by and among the three expressions of this church:

- 1) Congregations seeking to terminate their relationship with this church which fail or refuse to comply with each of the foregoing provisions in C6.05. shall be required to receive Synod Council approval before terminating their membership in this church.
- 2) Congregations which had been members of the Lutheran Church in America shall be required, in addition to complying with the foregoing provisions in C6.05., to receive synod~~ical~~ approval before terminating their membership in this church.
- 3) Congregations established by the Evangelical Lutheran Church in America shall be required, in addition to complying with the foregoing provisions in C6.05., to satisfy all financial obligations to this church and receive Synod Council approval before terminating their membership in this church.

h. If this congregation fails to achieve the required two-thirds vote of voting members present at ~~the this~~ congregation's first meeting as specified in paragraph a. above, ~~another special meeting to consider termination of relationship with this church may be called no sooner than six months after that first meeting. If this congregation or~~ fails to achieve the required two-thirds vote of voting members present at ~~the this~~ congregation's second meeting as specified in paragraph d. above, another attempt to consider termination of relationship with this church must follow all requirements of C6.05. and may begin no sooner than six months after ~~that second the~~ meeting at which the two-thirds vote was not achieved.

C6.06. If this congregation considers relocation, it shall confer with the bishop of the synod in which it is territorially located and the appropriate unit of the churchwide organization before any steps are taken leading to such action. The approval of the Synod Council shall be received before any such action is ~~effected~~taken.

C6.07. If this congregation considers developing an additional site to be used regularly for worship, it shall confer with the bishop of the synod in which it is territorially located and the appropriate unit of the churchwide organization before any steps are taken leading to such action.

Chapter 7.

PROPERTY OWNERSHIP

- C7.01. If this congregation ceases to exist, title to undisposed property shall pass to the Northeastern Iowa Synod of the Evangelical Lutheran Church in America.
- C7.02. If this congregation is removed from membership in the Evangelical Lutheran Church in America according to its procedure for discipline or pursuant to 9.23. of the constitution and bylaws of the Evangelical Lutheran Church in America, title to property shall continue to reside in this congregation.
- C7.03. If ~~two-thirds of~~ the voting members of this congregation present at a legally called and conducted special meeting of this congregation vote to transfer to another Lutheran church body, title to property shall continue to reside in this congregation, provided the process for termination of relationship in C6.05. has been followed. Before this congregation takes action to transfer to another Lutheran church body, it shall consult with representatives of the Northeastern Iowa Synod.
- C7.04. If ~~two-thirds of~~ the voting members of this congregation present at a legally called and conducted special meeting of this congregation vote to become independent or relate to a non-Lutheran church body and have followed the process for termination of relationship in C6.05., title to property of this congregation shall continue to reside in this congregation only with the consent of the Synod Council. The Synod Council, after consultation with this congregation by the ~~established synodical~~ process established by the synod, may give approval to the request to become independent or to relate to a non-Lutheran church body, in which case title shall remain with the majority of this congregation. If the Synod Council fails to give such approval, title shall remain with those members who desire to continue as a congregation of the Evangelical Lutheran Church in America. In neither case does title to this congregation's property transfer to the synod.
- *C7.05. Notwithstanding the provisions of *C7.02. and *C7.03. above, where this congregation has received property from the synod pursuant to a deed or other instrument containing restrictions under provision 9.71.a. of the *Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America*, this congregation accepts such restrictions and:
- a. Shall not transfer, encumber, mortgage, or in any way burden or impair any right, title, or interest in the property without prior approval of the Synod Council.
 - b. Shall—upon written demand by the Synod Council, pursuant to †S13.23. of the constitution of the Northeastern Iowa Synod —reconvey and transfer all right, title, and interest in the property to the synod.

Chapter 8.

MEMBERSHIP

- C8.01. Members of this congregation shall be those baptized persons on the roll of this congregation at the time that this constitution is adopted and those who are admitted thereafter and who have

declared and maintain their membership in accordance with the provisions of this constitution and its bylaws.

C8.02. Members shall be classified as follows:

- a. **Baptized** members are those persons who have been received by the Sacrament of Holy Baptism in this congregation, or, having been previously baptized in the name of the Triune God, have been received by certificate of transfer from other Lutheran congregations or by affirmation of faith.
- b. **Confirmed** members are baptized persons who have been confirmed in this congregation, those who have been received by adult baptism or by transfer as confirmed members from other Lutheran congregations, or baptized persons received by affirmation of faith.
- c. **Voting** members are confirmed members. Such confirmed members, during the current or preceding calendar year, shall have communed in this congregation and shall have made a contribution of record to this congregation. Members of this congregation who have satisfied these basic standards shall have the privilege of voice and vote at every regular and special meeting of ~~the~~ this congregation as well as the other rights and privileges ascribed to voting members by the provisions of this constitution and its bylaws. They shall not have voted as a seasonal member of another congregation of this church in the previous two calendar months.
- d. **Associate** members are persons holding membership in other Christian congregations who wish to retain such membership but desire to participate in the life and mission of this congregation. These individuals have all the privileges and duties of membership except voting rights or other rights and privileges ascribed to voting members by the provisions of this constitution and its bylaws.
- e. **Seasonal** members are voting members of other ~~ELCA~~-congregations of this church who wish to retain such membership but desire to participate in the life and mission of this congregation, including exercising limited voting rights in this congregation. The Congregation Council may grant seasonal membership to such persons provided that this congregation is a member of a synod where the Synod Council has approved seasonal member voting on its territory. Such seasonal members shall have all the privileges and duties of voting members except that:
 - 1) they shall not be eligible for elected office in, or for membership on the Congregation Council or on a call committee of, this congregation;
 - 2) they shall not have the right to vote on any matter concerning or affecting the call or termination of call of any minister of this congregation;
 - 3) they shall not have the right to vote on any matter concerning or affecting the affiliation of this congregation with ~~the ELCA~~ this church;

- 4) they shall not be eligible to serve as voting members from this congregation of the Synod Assembly or the Churchwide Assembly;
 - 5) they shall not, even if otherwise permitted by this congregation, vote by proxy or by absentee ballot; and
 - 6) they shall not, within any two calendar month period, exercise voting rights in this congregation and in the congregation where they remain voting members.
- C8.03. All applications for confirmed membership shall be submitted to and shall require the approval of the Congregation Council.
- C8.04. It shall be the privilege and duty of members of this congregation to:
- a. make regular use of the means of grace, both Word and sacraments;
 - b. live a Christian life in accordance with the Word of God and the teachings of the Lutheran church; and
 - c. support the work of this congregation, the synod, and the churchwide organization of the Evangelical Lutheran Church in America through contributions of their time, abilities, and financial support as biblical stewards.
- C8.05. Membership in this congregation shall be terminated by any of the following:
- a. death;
 - b. resignation;
 - c. transfer or release;
 - d. disciplinary action in accordance with ~~ELCA constitutional provision 20.41. and the accompanying bylaws~~ Chapter 20 of the constitution and bylaws of the Evangelical Lutheran Church in America; or
 - e. removal from the roll due to inactivity in accordance with the provisions of this constitution and its bylaws. Such persons who have been removed from the roll of members shall remain persons for whom the Church has a continuing pastoral concern.

Chapter 9.

ROSTERED MINISTER

- C9.01. Authority to call a pastor shall be in this congregation by at least a two-thirds vote of voting members present and voting at a meeting legally called for that purpose. Before a call is issued, the officers, or a committee elected by the Congregation Council to recommend the call, shall seek the advice and help of the bishop of the synod.

C9.02. Only a member of the roster of Ministers of Word and Sacrament of the Evangelical Lutheran Church in America or a candidate for the roster of Ministers of Word and Sacrament who has been recommended for ~~the~~this congregation by the synod~~ical~~ bishop may be called as a pastor of this congregation.

C9.03. Consistent with the faith and practice of the Evangelical Lutheran Church in America,

a. Every minister of Word and Sacrament shall:

- 1) preach the Word;
- 2) administer the sacraments;
- 3) conduct public worship;
- 4) provide pastoral care;
- 5) seek out and encourage qualified persons to prepare for the ministry of the Gospel;
- 6) impart knowledge of this church and its wider ministry through ~~distribution of its communications and publications~~available channels of effective communication;
- 7) witness to the Kingdom of God in the community, in the nation, and abroad; and
- 8) speak publicly to the world in solidarity with the poor and oppressed, calling for justice and proclaiming God's love for the world.

b. Each pastor with a congregational call shall, within the congregation:

- 1) offer instruction, confirm, marry, visit the sick and distressed, and bury the dead;
- 2) relate to all schools and organizations of this congregation;
- 3) install regularly elected members of the Congregation Council;
- 4) with the council, administer discipline; ~~and~~
- 5) endeavor to increase the support given by the congregation to the work of the ELCA churchwide organization and of the Northeastern Iowa Synod; ~~and of the ELCA.~~
- 6) encourage adherence to covenantal relationship with this church as expressed in the Constitutions, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America.

C9.04. The specific duties of the pastor, compensation, and other matters pertaining to the service of the pastor shall be included in a letter of call, which shall be attested by the bishop of the synod.

C9.05. The provisions for termination of the mutual relationship between a minister of Word and Sacrament and this congregation shall be as follows:

a. The call of this congregation, when accepted by a pastor, shall constitute a continuing mutual relationship and commitment, which shall be terminated only by the pastor's death or, following consultation with the synod~~ical~~ bishop, for the following reasons:

- 1) mutual agreement to terminate the call or the completion of a call for a specific term;
- 2) resignation of the pastor, which shall become effective, unless otherwise agreed, no later than 30 days after the date on which it was submitted;
- 3) inability to conduct the pastoral office effectively in ~~the~~this congregation in view of local conditions;
- 4) physical disability or mental incapacity of the pastor;
- 5) suspension of the pastor through discipline for more than three months;
- 6) resignation or removal of the pastor from the roster of Ministers of Word and Sacrament of this church;
- 7) termination of the relationship between this church and ~~the~~this congregation;
- 8) dissolution of ~~the~~this congregation or the termination of a parish arrangement;

or

9) suspension of ~~the~~this congregation through discipline for more than six months.

b. When allegations of physical disability or mental incapacity of the pastor under paragraph a.4) above, or ineffective conduct of the pastoral office under paragraph a.3) above, have come to the attention of the bishop of this synod,

- 1) the bishop in his or her sole discretion may investigate such conditions personally together with a committee of two rostered ministers and one layperson, or
- 2) when such allegations have been brought to the synod's attention by an official recital of allegations by the Congregation Council or by a petition signed by at least one-third of the voting members of ~~the~~this congregation, the bishop personally shall investigate such conditions together with a committee of two rostered ministers and one layperson.

- c. In case of alleged physical disability or mental incapacity under paragraph a.4) above, the bishop's committee shall obtain and document competent medical opinion concerning the pastor's condition. When a disability or incapacity is evident to the committee, the bishop of this synod may declare the pastorate vacant. When the pastorate is declared vacant, the Synod Council shall list the pastor on the roster of Ministers of Word and Sacrament ~~as disabled~~with disability status. Upon removal of the disability and the restoration of the pastor to health, the bishop shall take steps to enable the pastor to resume the ministry, either in the congregation last served or in another appropriate call.
 - d. In the case of alleged local difficulties that imperil the effective functioning of ~~the this~~ congregation under paragraph a.3) above, the bishop's committee shall endeavor to hear from all concerned persons, after which the bishop together with the committee shall present their recommendations first to the pastor and then to ~~the this~~ congregation. The recommendations of the bishop's committee must address whether the pastor's call should come to an end and, if so, may suggest appropriate severance arrangements. The committee may also propose other actions that should be undertaken by ~~the this~~ congregation and by the pastor, if appropriate. If the pastor and congregation agree to carry out such recommendations, no further action need be taken by the synod.
 - e. If either party fails to assent to the recommendations of the bishop's committee concerning the pastor's call, ~~the this~~ congregation may dismiss the pastor only at a legally called meeting after consultation with the bishop, either (a) by a two-thirds vote of the voting members present and voting where the bishop and the committee did not recommend termination of the call, or (b) by a majority vote of the voting members present and voting where the bishop and the committee recommended termination of the call.
 - f. If, in the course of proceedings described in paragraph c. or paragraph d. above, the bishop's committee concludes that there may be grounds for discipline, the committee shall make recommendations concerning disciplinary action in accordance with the provisions of this church's constitution, bylaws, and continuing resolutions.
- C9.06. At a time of pastoral vacancy, an interim pastor shall be appointed by the bishop of the synod with the consent of this congregation or the Congregation Council.
- C9.07. During the period of service, an interim pastor shall have the rights and duties in ~~the this~~ congregation of a regularly called pastor and may delegate the same in part to a supply pastor with the consent of the bishop of the synod and this congregation or Congregation Council. The interim pastor and any rostered minister providing assistance shall refrain from exerting influence in the selection of a pastor. Unless previously agreed upon by the Synod Council, an interim pastor is not available for a regular call to the congregation served.

- C9.08. This congregation shall make satisfactory settlement of all financial obligations to a former pastor before calling a successor. A pastor shall make satisfactory settlement of all financial obligations to this congregation before beginning service in a call to another congregation or employment in another ministry setting ~~related to the Evangelical Lutheran Church in America.~~
- C9.09. When a pastor is called to serve in company with another pastor or pastors, the privileges and responsibilities of each pastor shall be specified in documents to accompany the call and to be drafted in consultation involving the pastors, the Congregation Council, and the bishop of the synod. As occasion requires, the documents may be revised through a similar consultation.
- C9.11. With the approval of the bishop of the synod, ~~the~~ this congregation may depart from C9.05.a. and call a pastor for a specific term. Details of such calls shall be in writing setting forth the purpose and conditions involved. Prior to the completion of a term, the bishop or a designated representative of the bishop shall meet with the pastor and representatives of ~~the~~ this congregation for a review of the call. Such a call may also be terminated before its expiration in accordance with the provisions of C9.05.a.
- C9.12. The pastor of this congregation:
- a. shall keep accurate parochial records of all baptisms, confirmations, marriages, burials, communicants, members received, members dismissed, or members excluded from ~~the~~ this congregation;
 - b. shall submit a summary of such statistics annually to the synod; and
 - c. shall become a member of this congregation upon receipt and acceptance of the letter of call. In a parish of multiple congregations, the pastor shall hold membership in one of the congregations.
- C9.13. The pastor(s) shall submit a report of his or her ministry to the bishop of the synod at least 90 days prior to each regular meeting of the Synod Assembly.
- C9.14. The parochial records of this congregation shall be maintained by the pastor and shall remain the property of ~~the~~ this congregation. The secretary of this congregation shall attest in writing to the bishop of this synod that such records have been placed in his or her hands in good order by a departing pastor before the installation of that pastor in ~~another field of labor or the granting by the synod of retired status to the pastor~~ another call or approval of a request for change in roster status.
- C9.15. Under special circumstances, subject to the approval of the synodical bishop and the concurrence of this congregation, a minister of Word and Sacrament of a church body with which the Evangelical Lutheran Church in America officially has established a relationship of full communion may serve temporarily as pastor of this congregation under a contract between ~~the~~ this congregation and the pastor in a form proposed by the synodical bishop and approved by ~~the~~ this congregation.

- C9.21. Authority to call a ~~minister of Word and Service~~ deacon shall be in this congregation by at least a two-thirds vote of voting members present and voting at a meeting legally called for that purpose. Before a call is issued, the officers, or a committee elected by the Congregation Council to recommend the call, shall seek the advice and help of the bishop of the synod.
- C9.22. Only a member of the roster of Ministers of Word and Service of the Evangelical Lutheran Church in America or a candidate for the roster of Ministers of Word and Service who has been recommended for this congregation by the synod ~~ical~~ bishop may be called as a deacon of this congregation.
- C9.23. Consistent with the faith and practice of the Evangelical Lutheran Church in America, every minister of Word and Service shall:
- a. Be rooted in the Word of God, for proclamation and service;
 - b. Advocate a prophetic diakonia that commits itself to risk-taking and innovative service on the frontiers of the Church's outreach, giving particular attention to the suffering places in God's world;
 - c. Speak publicly to the world in solidarity with the poor and oppressed, calling for justice and proclaiming God's love for the world, witnessing to the realm of God in the community, the nation, and abroad;
 - d. Equip the baptized for ministry in God's world that affirms the gifts of all people;
 - e. Encourage mutual relationships that invite participation and accompaniment of others in God's mission;
 - f. Practice stewardship that respects God's gift of time, talents, and resources;
 - g. Be grounded in a gathered community for ongoing diaconal formation;
 - h. Share knowledge of ~~the ELCA~~ this church and its wider ministry of the gospel and advocate for the work of all expressions of this church; and
 - i. Identify and encourage qualified persons to prepare for ministry of the gospel.
- C9.24. The specific duties of the deacon, compensation, and other matters pertaining to the service of the deacon shall be included in a letter of call, which shall be attested by the bishop of the synod.
- C9.25. The provisions for termination of the mutual relationship between a minister of Word and Service and a congregation shall be as follows:
- a. The call of a congregation, when accepted by a deacon, shall constitute a continuing mutual relationship and commitment, which shall be terminated only by the deacon's death or, following consultation with the synod ~~ical~~ bishop, for the following reasons:

- 1) mutual agreement to terminate the call or the completion of a call for a specific term;
 - 2) resignation of the deacon, which shall become effective, unless otherwise agreed, no later than 30 days after the date on which it was submitted;
 - 3) inability to conduct the ministry of Word and Service effectively in this congregation in view of local conditions;
 - 4) physical disability or mental incapacity of the deacon;
 - 5) suspension of the deacon through discipline for more than three months;
 - 6) resignation or removal of the deacon from the roster of Ministers of Word and Service of this church;
 - 7) termination of the relationship between this church and this congregation;
 - 8) dissolution of this congregation or the termination of a parish arrangement; or
 - 9) suspension of this congregation through discipline for more than six months.
- b. When allegations of physical disability or mental incapacity of the deacon under paragraph a.4) above, or ineffective conduct of the office of minister of Word and Service under paragraph a.3) above, have come to the attention of the bishop of this synod,
- 1) the bishop in his or her sole discretion may investigate such conditions personally together with a committee of two rostered ministers and one layperson, or
 - 2) when such allegations have been brought to the synod's attention by an official recital of allegations by the Congregation Council or by a petition signed by at least one-third of the voting members of this congregation, the bishop personally shall investigate such conditions together with a committee of two rostered ministers and one layperson.
- c. In case of alleged physical disability or mental incapacity under paragraph a.4) above, the bishop's committee shall obtain and document competent medical opinion concerning the deacon's condition. When a disability or incapacity is evident to the committee, the bishop of this synod may declare the position vacant. When the position is declared vacant, the Synod Council shall list the deacon on the roster of Ministers of Word and Service ~~as disabled with disability status~~. Upon removal of the disability and the restoration of the deacon to health, the bishop shall take steps to enable the deacon to resume the ministry, either in the congregation last served or in another appropriate call.
- d. In the case of alleged local difficulties that imperil the effective functioning of this congregation under paragraph a.3) above, the bishop's committee shall endeavor to

hear from all concerned persons, after which the bishop together with the committee shall present their recommendations first to the deacon and then to this congregation. The recommendations of the bishop's committee must address whether the deacon's call should come to an end and, if so, may suggest appropriate severance arrangements. The committee may also propose other actions that should be undertaken by this congregation and by the deacon, if appropriate. If the deacon and congregation agree to carry out such recommendations, no further action need be taken by the synod.

- e. If either party fails to assent to the recommendations of the bishop's committee concerning the deacon's call, this congregation may dismiss the deacon only at a legally called meeting after consultation with the bishop, either (a) by a two-thirds vote of the voting members present and voting where the bishop and the committee did not recommend termination of the call, or (b) by a majority vote of the voting members present and voting where the bishop and the committee recommended termination of the call.
- f. If, in the course of proceedings described in paragraph c. or paragraph d. above, the bishop's committee concludes that there may be grounds for discipline, the committee shall make recommendations concerning disciplinary action in accordance with the provisions of this church's constitution, bylaws, and continuing resolutions.

C9.26. ~~The deacon shall make satisfactory settlement of all financial obligations to a former congregation before:~~

- ~~a. installation in another field of labor, or~~
- ~~b. the issuance of a certificate of dismissal or transfer.~~ This congregation shall make satisfactory settlement of all financial obligations to a former deacon before calling a successor. A deacon shall make satisfactory settlement of all financial obligations to this congregation before beginning service in a call to another congregation or employment in another ministry setting.

C9.27. When a deacon is called to serve in company with another rostered minister or other rostered ministers, the privileges and responsibilities of each rostered minister shall be specified in documents to accompany the call and to be drafted in consultation involving the rostered ministers, the Congregation Council, and the bishop of the synod. As occasion requires, the documents may be revised through a similar consultation.

C9.28. With the approval of the bishop of the synod, this congregation may depart from C9.25.a. and call a deacon for a specific term. Details of such calls shall be in writing setting forth the purpose and conditions involved. Prior to the completion of a term, the bishop or a designated representative of the bishop shall meet with the deacon and representatives of this congregation for a review of the call. Such a call may also be terminated before its expiration in accordance with the provisions of C9.25.a.

- C9.29. The deacon shall become a member of this congregation upon receipt and acceptance of the letter of call. In a parish of multiple congregations, the deacon shall hold membership in one of the congregations.
- C9.31. The deacon(s) shall submit a report of his or her ministry to the bishop of the synod at least 90 days prior to each regular meeting of the Synod Assembly.

Chapter 10.

CONGREGATION MEETING

- C10.01. The annual meeting of this congregation shall be held at a time specified in the bylaws. This congregation shall have at least one regular meeting per year. The regular meeting(s) of this congregation shall be held at the time(s) specified in bylaws. Consistent with the laws of the State of Iowa, the bylaws shall designate one regular meeting per year as the annual meeting of this congregation.
- C10.02. A special Congregation Meeting may be called by the called pastor(s), the Congregation Council, or the president of this congregation. A special meeting shall be called by the president of ~~the~~ this congregation upon the written request of 10 percent of the voting members. The president of the Congregation Council shall call a special meeting upon request of the synodical bishop. The call for each special meeting shall specify the purpose for which it is to be held as well as the date, time and place of the meeting. No business other than that specified in the call shall be transacted at the special meeting.
- C10.03. Notice of all meetings of this congregation shall be given at the services of worship on the preceding two consecutive weekends and by mail or electronic means, as permitted by state law, to all voting members at least 10 days in advance of the date of the meeting.
- C10.04. Five percent of the voting members shall constitute a quorum.
- C10.05. Voting by proxy or by absentee ballot shall not be permitted.
- C10.06. All actions approved by ~~the~~ this congregation shall be by majority vote of those voting members present and voting, except as otherwise provided in the articles of incorporation, the constitution, the bylaws and state law.
- C10.07. Robert's Rules of Order, latest edition, shall govern parliamentary procedure of all meetings of this congregation except as otherwise provided in the Constitution and these Bylaws.
- C10.08. This congregation may hold meetings by remote communication, including electronically and by telephone conference, as long as there is an opportunity for simultaneous aural communications. To the extent permitted by state law, notice of all meeting may be provided electronically.

Chapter 11.

OFFICERS AND CONGREGATION COUNCIL MEMBERS

C11.01. The officers of this congregation shall be a president, vice president, secretary, financial secretary and treasurer.

- a. Duties of the officers shall be specified in the bylaws.
- b. The officers shall be voting members of ~~the~~this congregation.
- c. The congregation officers shall serve the same offices on the Congregation Council.

C11.02. The congregation shall elect its officers and Congregation Council. The officers and Congregation Council members, except the called pastor(s), shall be elected by written ballot at the annual meeting and shall serve the following terms:

President	1 year
Vice President	1 year
Secretary	2 years
Treasurer	2 years
Financial Secretary	2 years
Members at Large	2 years
Youth Member at Large	1 year

- a. At the end of the president's term the vice president shall assume the role of president. The president ordinarily will not be elected by ~~the~~this congregation at the annual meeting. In the event the vice president cannot or declines to serve as president, ~~the~~this congregation shall then elect a president at the annual congregation meeting.
- b. The treasurer and financial secretary shall be elected in alternating years, that is, one each year.
- c. The terms of the seven member at large positions not designated as a youth position shall be staggered such that, in the ordinary course of things, no more than four are elected each year.
- d. The Youth Member at Large position shall be filled with a member who is confirmed and is under the age of 19 at the beginning of his or her term. The Youth Member shall be elected by vote of ~~the~~this congregation at its annual meeting consistent with the requirements of this constitution and any applicable bylaws. If no youth is elected to the position at the annual congregation meeting the position shall be considered vacant. The vacant position

may be filled by the Congregation Council consistent with the terms of the Constitution and any applicable bylaws.

- e. If the position of any officer or Congregation Council member other than called pastor(s) or president becomes vacant prior to the expiration of the term for which that officer or member was elected, the Congregation Council shall, within two months, elect, by majority vote, a successor to serve until the applicable term expires according to this constitution and any applicable bylaws. If the successor's service begins in the second half of the term, that service shall not be considered when determining eligibility for succession.
- f. If the office of president becomes vacant, the vice president shall assume the office of the president for the term remaining and for the following year as would happen in an ordinary succession. The Congregation Council shall elect a vice president and that person shall stand for election as vice president at the next annual meeting. If the vice president cannot or declines to serve as president when the vacancy occurs, then the Congregation Council shall elect a president to serve the remainder of the term.
- g. All terms begin at the close of the annual meeting at which the person is elected and continue until the close of the annual meeting at which the position is next subject to election.
- h. The president of the church council shall not be eligible to serve consecutively more than one term except in the circumstance in paragraph "f." above. The president may then serve one full term and the part term remaining when the vacancy occurs. No Congregation Council member may serve more than a total of six consecutive years. After serving six years in succession at least one year must expire before reelection to the Congregation Council.
- i. No officer shall hold more than one office at a time.

Chapter 12.

CONGREGATION COUNCIL

C12.01. The voting membership of the Congregation Council shall consist of the called pastor(s), the officers of ~~the this~~ congregation, the seven members at large and the youth member at large. Any voting member of ~~the this~~ congregation may be elected, subject only to the limitation on the length of continuous service permitted for that office and the qualifications that apply to the youth member.

- a. A member's place on the Congregation Council may be declared vacant if the member: a.) ceases to be a voting member of this congregation, or b.) has unexcused absences from three successive regular meetings of the Congregation Council. If a member of the Congregation Council is absent without excuse from two consecutive regular meetings the Secretary shall send a notice of that status to the member.

- b. Consistent with the laws of the State of Iowa, ~~the~~ this congregation may adopt procedures for the removal of a member of the Congregation Council in other circumstances.
- c. Minutes of all meetings of the Congregation Council shall be prepared and published.
- d. For matters which require Congregation Council action before a regular or special Congregation Council meeting can be held, the President, or a Congregation Council member designated by the President, shall attempt to poll each Congregation Council member concerning the matter. A majority of the Congregation Council members must be polled and all, or all but one of the polled members must agree that no discussion is required as a Congregation Council body for a decision on the matter. Agreement of all, or all but one, polled member is required for a decision on the matter. The results of the poll shall be included in the minutes of the Congregation Council meeting immediately following the poll.
- e. The agenda for a regular meeting of the Congregation Council shall be established by the President, with the advice of the executive committee.
- f. All matters at any meeting of the Congregation Council shall be decided by majority of those present and voting except as otherwise provided in this Constitution and the bylaws.
- g. Robert's Rules of Order, latest edition, shall govern parliamentary procedure of all meetings of the Congregation Council except as otherwise provided for in this Constitution and the bylaws.

C12.02.

C12.03. The Congregation Council shall have general oversight of the life and activities of this congregation, and in particular its worship life, to the end that everything be done in accordance with the Word of God and the faith and practice of the Evangelical Lutheran Church in America. The duties of the Congregation Council shall include the following:

- a. To lead this congregation in stating its mission, to do long-range planning, to set goals and priorities, and to evaluate its activities in light of its mission and goals.
- b. To seek to involve all members of this congregation in worship, learning, witness, service, and support.
- c. To oversee and provide for the administration of this congregation to enable it to fulfill its functions and perform its mission. To help accomplish this, the Congregation Council shall establish continuing resolutions as needed that:
 - i. Detail the duties of each paid staff member.
 - ii. Define the purposes, membership, terms of membership, officers and the relationship to the Congregation Council, of organizations, including all committees, subcommittees, and task forces.
 - iii. Define policies.

- d. To maintain supportive relationships with the rostered minister(s) and staff and help them annually to evaluate the fulfillment of their calling or employment.
 - e. To be examples individually and corporately of the style of life and ministry expected of all baptized persons.
 - f. To promote a congregational climate of peace and goodwill and, as differences and conflicts arise, to endeavor to foster mutual understanding.
 - g. To arrange for pastoral service during the sickness or absence of the called pastor.
 - h. To emphasize ~~partnership with~~support of the synod and churchwide organization of the Evangelical Lutheran Church in America as well as cooperation with other congregations, both Lutheran and non-Lutheran, subject to established policies of the synod and the Evangelical Lutheran Church in America.
 - i. To recommend and encourage the use of program resources produced or approved by the Evangelical Lutheran Church in America.
 - j. To seek out and encourage qualified persons to prepare for the ministry of the Gospel.
- C12.05. The Congregation Council shall be responsible for the financial and property matters of this congregation.
- a. The Congregation Council shall be the board of directors of this congregation and, as such, shall be responsible for maintaining and protecting its property and managing its business and fiscal affairs. It shall have the powers and be subject to the obligations that pertain to such boards under the laws of the State of Iowa, except as otherwise provided herein.
 - b. The Congregation Council shall not have the authority to buy, sell, or encumber real property unless specifically authorized to do so by a meeting of ~~the~~this congregation.
 - c. The Congregation Council shall prepare an annual budget for adoption by this congregation, shall supervise the expenditure of funds in accordance therewith following its adoption, and may incur unbudgeted obligations of not more than 5% of pledged income for that year. The budget shall include this congregation's full indicated share in support of the wider ministry being carried on in ~~partnership~~collaboration with the synod and churchwide organization.
 - d. The Congregation Council shall ascertain that the financial affairs of this congregation are being conducted efficiently, giving particular attention to the prompt payment of all obligations and to the regular forwarding of ~~benevolence~~mission support monies to the synod~~ical~~ treasurer.
 - e. The Congregation Council shall be responsible for this congregation's investments and its total insurance program.
 - f. The Congregation Council shall conduct an annual review of the financial records with the appointment of the Audit Committee pursuant C13.03, and present the findings of the review at the annual meeting.

- j. The continuing resolutions shall have a list of congregational organizations that are to provide written reports, including financial statements, to the annual congregational meeting.
- C12.06. The Congregation Council shall see that the provisions of this constitution, its bylaws, and the continuing resolutions are carried out.
- C12.07. The Congregation Council shall provide for an annual review of the membership roster.
- C12.08. The Congregation Council shall be responsible for the employment and supervision of the staff of this congregation. Nothing in this provision shall be deemed to affect ~~the~~ *this* congregation's responsibility for the call, terms of call, or termination of call of any employees who are on a roster of this church.
- C12.09. The Congregation Council shall submit a comprehensive report to this congregation at the annual meeting.
- C12.11. The Congregation Council shall normally meet once a month. Special meetings of the Congregation Council may be called by the President or called pastor(s) of the congregation or at the request of at least one half of the congregation council. The call for a special meeting shall specify the meeting's time, place and purpose. No business other than that specified in the call shall be transacted at the special meeting. The call for all special meetings must be extended to all Congregation Council members at least three days in advance of the meeting date.
- C12.12. A quorum for the transaction of business shall consist of a majority of the members of the Congregation Council, including the called pastor(s) or interim pastor, except when the called pastor(s) or interim pastor requests or consents to be absent and has given prior approval to the agenda for a particular regular or special meeting, which shall be the only business considered at that meeting. Chronic or repeated absence of the called pastor(s) or interim pastor who has refused approval of the agenda of a subsequent regular or special meeting shall not preclude action by the Congregation Council, following consultation with the synodical ~~real~~ bishop.
- C12.13. The Congregation Council and its committees may hold meetings by remote communication, including electronically and by telephone conference and, to the extent permitted by state law, notice of all meetings may be provided electronically.
- C12.14. The Congregation Council shall evaluate its own performance annually in relationship to the mission of the congregation.

Chapter 13.

CONGREGATION COMMITTEES

- C13.01. The officers of this congregation and the called pastor(s) shall constitute the ***Executive Committee***. They shall meet as necessary to consider selected issues and make recommendations to the full Congregation Council.

- C13.02. A **Nominating Committee** of three voting members of this congregation shall be elected at the annual meeting for a term of one year. If possible, one of them shall be an outgoing member of the Congregation Council.
- C13.03. An **Audit Committee** of two voting members shall be elected by the Congregation Council. Audit Committee members shall not be members of the Congregation Council. Term of office shall be two years, with one member elected each year. Members shall be eligible for re-election. It shall report at every annual meeting.
- C13.04. **Mutual Ministry Committee(s)** of seven total members, including the called pastor, shall be appointed jointly by the president and the called pastor(s). Term of office shall be two years, with three members to be appointed each successive year.
- C13.05. When a ~~pastoral~~-vacancy occurs in a position for which this congregation calls a rostered minister, a **Call Committee** of eight voting members and two non-voting alternates, shall be elected by the Congregation Council. The alternates should participate in every meeting and should be prepared to fill-in, in the event that another full member cannot complete their term. Term of office will terminate upon installation of the newly called ~~pastor~~-rostered minister or upon a vote of two thirds of ~~the-this~~ congregation council.
- C13.06. Other committees of this congregation may be formed, as the need arises, by decision of the Congregation Council.
- C13.07. Duties and structure of committees of this congregation shall be specified in the continuing resolutions.
- C13.08. The called pastor(s) of this congregation shall be *ex officio* a member of all committees and boards of ~~the-this~~ congregation.

Chapter 14.

ORGANIZATIONS WITHIN ~~THE-THIS~~ CONGREGATION

- C14.01. All organizations within this congregation shall exist to aid it in ministering to the members of this congregation and to all persons who can be reached with the Gospel of Christ. As outgrowths and expressions of this congregation's life, the organizations are subject to its oversight and direction. This congregation at its meeting shall determine their policies, guide their activities, and receive reports concerning their membership, work, and finances.
- C14.02. Special interest groups, other than those of the official organizations of the Evangelical Lutheran Church in America, may be organized only after authorization has been given by the Congregation Council and specified in a continuing resolution.
- C14.03. It is the goal of the congregation that all organizations within the congregation, including the Congregation Council, congregation committees, and other groups within the congregation, be balanced by gender. The congregation itself, the Congregation Council, congregation

committees and other congregation organizations should fill vacancies, seek members, solicit candidates and generally conduct their business consistent with this goal.

Chapter 15.

DISCIPLINE OF MEMBERS AND ADJUDICATION

- C15.01. Persistent and public denial of the Christian faith, willful or criminal conduct grossly unbecoming a member of the Church of Christ, continual and intentional interference with the ministry of ~~the~~ this congregation, or willful and repeated harassment or defamation of member(s) of ~~the~~ this congregation is sufficient cause for discipline of a member. Prior to disciplinary action, reconciliation and repentance will be attempted following Matthew 18:15–17, proceeding through these successive steps, as necessary: a) private counsel and admonition by the pastor, b) censure and admonition by the pastor in the presence of two or three witnesses, c) written referral of the matter by the Congregation Council to the vice president of the synod, who will refer it to a consultation panel drawn from the Consultation Committee of the synod, and d) written referral of the matter by the consultation panel to the Committee on Discipline of the synod. If, for any reason, the pastor is unable to administer the admonitions required by paragraphs a. and b. hereof, those steps may be performed by another pastor chosen by the Executive Committee of the Congregation Council.
- C15.02. The process for discipline of a member of ~~the~~ this congregation shall be governed as prescribed by the chapter on discipline in the Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America. If the counseling, censure, and admonitions pursuant to C15.01. do not result in repentance and amendment of life, charges against the accused member(s) that are specific and in writing may be prepared by the Congregation Council, signed, and submitted to the vice president of the synod. The vice president shall select from the synod's Consultation Committee a panel of five members (three laypersons and two ministers of Word and Sacrament). A copy of the written charges shall be provided to the consultation panel and the accused member(s). The consultation panel, after requesting a written reply to the charges from the accused member(s), shall consider the matter and seek a resolution by means of investigation, consultation, mediation, or whatever other means may seem appropriate. The panel's efforts to reach a mutually agreeable resolution shall continue for no more than 45 days after the matter is submitted to it.
- C15.03. If the consultation panel fails to resolve the matter, that panel shall refer the case in writing, including the written charges and the accused member's reply, to the Committee on Discipline of the synod for a hearing. A copy of the panel's written referral shall be delivered to the vice president of the synod, the Congregation Council, and the accused member(s) at the same time it is sent to the Committee on Discipline of the synod. The Executive Committee of the Synod Council shall then select six members from the Committee on Discipline to decide the case and shall appoint a member of the Synod Council to preside as nonvoting chair. Those six members,

plus the nonvoting chair, comprise the discipline hearing panel for deciding the case. The Congregation Council and the accused member(s) are the parties to the case.

C15.04. The discipline hearing panel shall commence and conduct the disciplinary hearing in accordance with the provisions governing discipline of congregation members prescribed in the Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America.

C15.05. By the vote of at least two-thirds of the members of the discipline hearing panel who are present and voting, one of the following disciplinary sanctions can be imposed:

- a. suspension from the privileges of congregation membership for a designated period of time;
- b. suspension from the privileges of congregation membership until the pastor and Congregation Council receive evidence, satisfactory to them, of repentance and amendment of life;
- c. termination of membership in ~~the~~this congregation; or
- d. termination of membership in ~~the~~this congregation and exclusion from the church property and from all congregation activities.

C15.06. The written decision of the discipline hearing panel shall be sent to the vice president of the synod, the accused member(s), and the Congregation Council as required by the Constitution, Bylaws, and Continuing Resolutions of the Evangelical Lutheran Church in America. The decision of the discipline hearing panel shall be implemented by the Congregation Council and recorded in the minutes of the next council meeting.

C15.07. No member of ~~the~~this congregation shall be subject to discipline a second time for offenses that a discipline hearing panel has heard previously and decided pursuant to this chapter.

C15.10. Adjudication

C15.11. ~~When there is disagreement among factions within this congregation on a substantive issue that cannot be resolved by the parties, members of this congregation shall have access to the synodical bishop for consultation after informing the chair of the Congregation Council of their intent. If the consultation fails to resolve the issue(s), the Consultation Committee of the synod shall consider the matter. If the Consultation Committee of the synod shall fail to resolve the issue(s), the matter shall be referred to the Synod Council, whose decision shall be final.~~ When there is disagreement between or among factions within this congregation on a substantive issue which cannot be resolved by the parties, members of this congregation may petition the synod bishop for consultation after informing the president of this congregation of their intent to do so. The synod bishop shall seek a timely resolution of the dispute. If the issue relates directly to the pastor, the bishop may begin the process in ¶S14.18.d. In all other matters, if the bishop's consultation fails to resolve the issue, the bishop shall refer the matter to the Consultation Committee of the synod, which shall undertake efforts to find an appropriate

solution. If the Consultation Committee's efforts fail to resolve the dispute, the entire matter shall be referred to the Synod Council for adjudication by whatever process the Council deems necessary. The Synod Council's decision shall be final.

Chapter 16.

AMENDMENTS

C16.01. Unless provision C16.04. is applicable, those sections of this constitution that are not required, in accord with the Model Constitution for Congregations of the Evangelical Lutheran Church in America, may be amended in the following manner. Amendments may be proposed by at least 10 voting members or by the Congregation Council. Proposals must be filed in writing with the Congregation Council 60 days before formal consideration by this congregation at a regular or special Congregation Meeting called for that purpose. The Congregation Council shall notify ~~the~~ this congregation's members of the proposal together with the council's recommendations at least 30 days in advance of the meeting. Notification may take place by mail or electronic means, as permitted by state law.

C16.02. An amendment to this constitution, proposed under C16.01., shall:

- a. be approved at ~~a-any~~ legally called ~~Congregation Meeting according to this constitution~~ meeting of this congregation by a majority vote of those voting members present and voting;
- b. be ratified without change at the next ~~annual meeting~~ regular meeting of this congregation held pursuant to C10.01. by a two-thirds vote of those voting members present and voting; and
- c. have the effective date included in the resolution and noted in the constitution.

C16.03. Any amendments to this constitution that result from the processes provided in C16.01. and C16.02. shall be sent by the secretary of this congregation to the synod. The synod shall notify ~~the~~ this congregation of its decision to approve or disapprove the proposed changes; the changes shall go into effect upon notification that the synod has approved them.

C16.04. This constitution may be amended to bring any section into conformity with a section or sections, either required or not required, of the Model Constitution for Congregations of the Evangelical Lutheran Church in America as most recently amended by the Churchwide Assembly. Such amendments may be approved by a majority vote of those voting members present and voting at any legally called meeting of ~~the~~ this congregation without presentation at a prior meeting of ~~the~~ this congregation, provided that the Congregation Council has submitted by mail or electronic means, as permitted by state law, notice to ~~the~~ this congregation of such an amendment or amendments, together with the council's recommendations, at least 30 days

prior to the meeting. Upon the request of at least two (2) voting members of ~~the~~this congregation, the Congregation Council shall submit such notice. Following the adoption of an amendment, the secretary of ~~the~~this congregation shall submit a copy thereof to the synod. Such provisions shall become effective immediately following a vote of approval.

Chapter 17.

BYLAWS

C17.01. This congregation may adopt bylaws. No bylaw may conflict with this constitution.

C17.02. Bylaws may be adopted or amended at any legally called meeting of this congregation with a quorum present by a two-thirds vote of those voting members present and voting.

C17.03. Changes to the bylaws may be proposed by any voting member, provided that such additions or amendments be submitted in writing to the Congregation Council at least 60 days before a regular or special Congregation Meeting called for that purpose. The Congregation Council shall notify ~~the~~this congregation's members of the proposal with the council's recommendations at least 30 days in advance of the Congregation Meeting. Notification may take place by mail or electronic means, as permitted by state law.

C17.04. ~~Approved changes to the~~Adopted or amended bylaws shall be sent by the secretary of this congregation to the synod.

Chapter 18.

CONTINUING RESOLUTIONS

- C18.01. ~~The~~This congregation in a legally called meeting or the Congregation Council may enact continuing resolutions. Such continuing resolutions may not conflict with the constitution or bylaws of this congregation.
- C18.02. Continuing resolutions shall be enacted or amended by a majority vote of a meeting of ~~the~~this congregation or a two-thirds vote of all voting members of the Congregation Council.
- C18.03. Adopted or amended continuing resolutions shall be sent by the secretary of this congregation to the synod.

Chapter 19.

INDEMNIFICATION

- C19.01. Consistent with the provisions of the laws under which this congregation is incorporated, this congregation may adopt provisions providing indemnification for each person who, by reason of the fact that such person is or was a Congregation Council member, officer, employee, agent, or other member of any committee of this congregation, was or is threatened to be made a party to any threatened, pending, or completed civil, criminal, administrative, arbitration, or investigative proceeding.

Chapter 20.

PARISH AUTHORIZATION

- C20.01. This congregation may unite ~~in partnership~~ with one or more other congregations recognized by the synod named in C6.01. to form a parish. Except as provided in C20.02. and C20.03., a written agreement, developed in consultation with the synod and approved by the voting members of each congregation participating in the parish, shall specify the powers and responsibilities that have been delegated to the Parish Council. The Parish Agreement shall identify which congregation of the parish issues calls on behalf of the member congregations or shall establish a process for identifying which congregation issues calls on behalf of the member congregations.
- C20.02. One congregation of a parish shall issue a call on behalf of the member congregations to a minister of Word and Sacrament or a candidate for the roster of Ministers of Word and Sacrament who has been recommended by the synod~~ical~~ bishop to serve the congregations of the parish. Such a call shall be approved prior to issuance by a two-thirds vote at a

congregational meeting of each congregation forming the parish. If any congregation of the parish should fail to approve the call, the other congregations of the parish shall have the right to terminate the parish agreement.

- C20.03. One congregation of a parish may issue a call on behalf of the member congregations to a minister of Word and Service or a candidate for the roster of Ministers of Word and Service who has been recommended by the synod~~ical~~ bishop to serve the congregations of the parish. Such a call shall be approved prior to issuance by a two-thirds vote at a congregational meeting of each congregation forming the parish. If any congregation of the parish should fail to approve the call, the other congregations of the parish shall have the right to terminate the parish agreement.
- C20.04. Any one of the congregations of the parish may terminate their relationship with the pastor as provided in †S14.18.d. of the synod~~ical~~ constitution of the synod named in C6.01. In such case, the other congregation(s) of the same parish shall have the right to terminate the parish agreement.
- C20.05. Any one of the congregations of the parish may terminate their relationship with a minister of Word and Service as provided in †S14.43.d. of the synod~~ical~~ constitution of the synod named in C6.01. In such case, the other congregation(s) of the same parish shall have the right to terminate the parish agreement.
- C20.06. Whenever a parish agreement is terminated, the call of any rostered minister serving that parish is terminated. Should any congregation that was formerly part of the parish agreement desire to issue a new call to that rostered minister, it may do so in accordance with the call process of this church.

HOLY TRINITY LUTHERAN CHURCH
Proposed Budget for 2021

Dear Members,

Happy New Year to you all, and that also means it's almost time for the Annual Meeting. Attached is a copy of the proposed 2021 HTLC Budget, created after review and numerous heartfelt and grace-filled discussions by the Finance Team, Personnel Team and Church Council. Each ministry team spent months carefully evaluating the costs associated with supporting the ministries of this congregation, which were developed based on years of member input as we live out God's call to Love God and our neighbors. Difficult decisions were made to reduce the anticipated budget deficit from over \$84,000 to the current deficit number.

The numbers aren't comfortable if you view the church as a financial institution supported through financial transactions. If you approach a church budget in the same way you do your household or business, it can be stressful when it's not balanced. Thankfully, the church is a people institution designed to spread the Good News. Members are encouraged to give as part of their spiritual development, not just pay the bills. There is work to be done as we all strive to become stewards as God directs, becoming generous givers of the abundance God has entrusted to our care.

You are encouraged to review the document carefully prior to the Budget Forum on January 24 and Annual Meeting on January 31. Please spend time prayerfully considering how this congregation should proceed. As Pastor Derek reminded us during devotions at the conclusion of our Finance Team meeting, "God does not give us everything we want, but He does fulfill his promises." This quote comes from Deitrich Bonhoeffer's *Letters and Papers from Prison* in the book *Seize The Day with Deitrich Bonhoeffer* by Charles Ringma.

The past year required much faith, perseverance and patience from us and there is no doubt that approach will be needed in the future, whether that as a result of a pandemic or budget deficits. This congregation has provided the resources to support the ministries our members desire but not completely through pledged/regular giving. This congregation has also desired growth of the ministries and staff but not provided the financial support to achieve all those goals. The pattern of giving to special projects, such as over \$50,000 in 2020, is evident of the resources available but also leads to tension for council, staff and members as we plan each year. It creates uncertainty as to if and how ministries will be supported.

Perhaps we can figure out how to shift the giving to special projects into our budget so the anticipated deficit disappears. Perhaps we can figure out how to guide all members to reach a tithe so no staff reductions would be needed. Perhaps we challenge members that intend to leave an estate gift to instead support an emergency fund and building project reserve so the cash flow is maintained and large maintenance projects aren't part of the general budget. Just think of all the growth in ministries that could occur with some shifting in our approach.

As it is always with God, there are unlimited solutions to the financial situation facing this congregation. May we all plan to listen for God's wisdom as we prepare to discuss the proposed 2021 Budget. The solutions will be revealed and it is imperative each of us be ready for the Holy Spirit to guide us!

In Christ,

HTLC Church Council

"No wonder we are happy in the Lord! For we are trusting him. We trust his holy name. Yes, Lord, let your constant love surround us, for our hopes are in you alone." Psalm 33:21-22

Name	2020YTD DEC Results	2020 Budget	Proposed 2021 Budget
Pledge/unpledged regular giving	\$457,239.24	\$480,838.60	\$436,037.00
Loose Plate	\$5,359.09	\$7,500.00	\$3,750.00
Seasonal	\$790.00	\$2,000.00	\$1,000.00
Interest Income	\$20.71	\$0.00	\$20.00
Transfer Telephone & Internet	\$19,268.47	\$0.00	\$0.00
Church Use Income	\$265.00	\$1,500.00	\$0.00
Transfer from NA for Internet/phone	\$0.00	\$0.00	\$1,620.00
Transfer from Zero Balance	\$146.05	\$0.00	\$0.00
Transfer from LFC Internal Fund	\$16,965.50	\$0.00	\$0.00
Admin Income	\$786.14	\$0.00	\$0.00
Misc. General Income	\$548.71	\$0.00	\$0.00
Transfer from Noah's Ark Custodial	\$0.00	\$5,000.00	\$0.00
PPP	\$72,229.99	\$0.00	\$0.00
Transfer from Continue the Call	\$11,533.04	\$11,413.04	\$0.00
Noah's Ark Insurance reimbursement	\$0.00	\$0.00	\$3,000.00
Health Insurance Rebate	\$0.00	\$0.00	\$0.00
Transfer from O. Gremmel's - Worship Utility	\$4,051.90	\$9,258.64	\$0.00
Parish Ed Income	\$42.00	\$0.00	\$0.00
Family Ministry Income	\$67.00	\$0.00	\$30.00
Outreach Income	\$86.00	\$86.00	\$86.00
Worship Income	\$100.00	\$0.00	\$413.00
Fellowship Income	\$0.00	\$0.00	\$696.30
Donations to support LFC lighting project	\$0.00	\$15,000.00	\$0.00
Stephen Ministry Income	\$0.00	\$200.00	\$272.41
Transfer from Designated Sound Fund	\$13,800.00	\$0.00	\$10,680.00
Total General Fund & Giving	\$603,298.84	\$532,796.28	\$457,604.71
Administration			
LOC Interest	\$294.48	\$800.00	\$600.00
Monthly internet subscriptions	\$228.18	\$550.00	\$4,382.16
Copier lease + paper	\$7,052.86	\$4,700.00	\$5,784.00
Office Supplies	\$6,947.97	\$4,700.00	\$7,400.00
Postage	\$1,296.10	\$1,000.00	\$500.00
Printed material	\$730.57	\$1,342.56	\$1,200.00
Software purchase/Install/Maintenance	\$3,250.89	\$2,100.00	\$1,000.00
Meeting Misc. Expense	\$505.93	\$500.00	\$0.00
Credit Card Svc Fees	\$548.44	\$0.00	\$840.00
Staff mileage	\$83.26	\$200.00	\$167.31
Admin - Kitchen	\$0.00	\$125.00	\$360.00
Fall Conference	\$79.11	\$400.00	\$400.00
Syndo Assembly Registration	\$0.00	\$1,500.00	\$1,500.00
Tape/CD Ministry	\$0.00	\$25.00	\$0.00
Designed Credit Card Svc. Fees	\$29.10	\$0.00	\$60.00
Background Check	\$0.00	\$90.00	\$120.00
Miscellaneous - books/training materials	\$1,716.09	\$0.00	\$1,080.00

HK Payroll	\$852.38	\$1,000.00	\$1,030.00
Change Name- Hardware	\$293.48	\$4,000.00	\$2,000.00
Total Administrative Expense	\$23,908.84	\$23,032.56	\$28,423.47
Fellowship			
Fellowship Expense	\$702.73	\$1,500.00	\$500.00
Total Fellowship	\$702.73	\$1,500.00	\$500.00
Outreach			
Outreach	\$374.71	\$500.00	\$500.00
Banners	\$323.15	\$325.00	\$325.00
Total Outreach	\$697.86	\$825.00	\$825.00
Missions			
ELCA Synod	\$39,227.04	\$39,227.00	\$34,882.96
Luther Manor	\$0.00	\$0.00	\$0.00
Missionary Sponsorship	\$2,745.00	\$2,745.00	\$2,700.00
EWALU Support	\$699.96	\$700.00	\$700.00
Total Church Mission Expense	\$42,672.00	\$42,672.00	\$38,282.96
Stewardship			
Stewardship Postage & Offering Env.	\$789.07	\$3,500.00	\$3,500.00
Green Team	\$0.00	\$90.00	\$180.00
Total Stewardship	\$789.07	\$3,590.00	\$3,680.00
Parish Education			
9th Grade Confirmation Dinner	\$0.00	\$350.00	\$350.00
Confirmation Curriculum and supplies	\$584.68	\$400.00	\$400.00
6th/7th/8th Grade Confirmation Retreat	\$0.00	\$1,000.00	\$1,000.00
Splash 0-3 yr. Ministry	\$408.62	\$500.00	\$500.00
Gift Bibles	\$395.80	\$350.00	\$400.00
Adult Education	\$180.97	\$200.00	\$200.00
Sunday School Curriculum	\$957.25	\$1,125.00	\$1,125.00
Youth Education	\$14.99	\$200.00	\$150.00
Youth Gathering	\$0.00	\$200.00	\$200.00
Camps	\$0.00	\$1,000.00	\$1,000.00
VBS	\$978.69	\$900.00	\$900.00
First Communion Supplies	\$198.00	\$300.00	\$300.00
Teacher Appreciation	\$0.00	\$75.00	\$125.00
Children Sermons/Worship Sup	\$0.00	\$0.00	\$240.00
Total Parish Education	\$3,719.00	\$6,600.00	\$6,890.00
Building & Grounds			
Custodial Supplies	\$4,518.30	\$3,700.00	\$4,500.00
Electricity	\$13,457.64	\$14,000.00	\$15,000.00
Insurance	\$9,613.00	\$8,000.00	\$10,841.00
M/R Grounds Church	\$3,454.74	\$1,500.00	\$3,400.00
Natural Gas	\$5,161.66	\$7,000.00	\$7,000.00
Outside Ground Care	\$2,877.79	\$2,500.00	\$3,000.00
HVAC	\$3,082.23	\$500.00	\$1,000.00
Telephone/Internet	\$4,034.20	\$2,800.00	\$5,550.00
M/R Church Sanctuary & Property	\$1,625.85	\$2,000.00	\$2,000.00
Water	\$2,011.81	\$2,000.00	\$2,000.00
Waste Disposal (Dittmer)	\$1,150.00	\$1,400.04	\$1,500.00
Fire Extinguishers (DBQ Fire)	\$0.00	\$300.00	\$300.00

Ansul Kitchen Hood Cleaning & Insp.	\$295.59	\$300.00	\$300.00
FOG inspection (City) every 6 months	\$329.30	\$132.00	\$350.00
Sprinkler Backflow test 4" lines	\$274.99	\$260.00	\$275.00
Sprinkler Backflow test 2" and 3/4" lines	\$192.60	\$182.00	\$195.00
Elevator Safety test	\$626.25	\$375.00	\$650.00
Snow Removal	\$1,125.00	\$2,000.00	\$2,000.00
Set up Telephone & Internet	\$19,268.47	\$0.00	\$0.00
Fire Alarm system	\$468.66	\$583.33	\$600.00
Front Step Repairs	\$0.00	\$0.00	\$0.00
Ora Gremmels Funded Expenses	\$214.00	\$0.00	\$0.00
LFC-Lighting	\$16,965.50	\$15,000.00	\$0.00
University Ave Parcel Taxes	\$18.00	\$0.00	\$0.00
Sanctuary Loop system repair	\$232.19	\$2,000.00	\$1,500.00
Change name- Church Disinfectant system	\$0.00	\$0.00	\$2,000.00
Alley Way Improvements (repay loan for alleyway)	\$2,107.13	\$2,107.13	\$0.00
Sound System Op Expenses	\$13,800.00	\$0.00	\$0.00
Total Buildings & Grounds	\$106,904.90	\$68,639.50	\$63,961.00
Worship Continuing Ed			
Altar Supply	\$521.52	\$1,500.00	\$1,500.00
Bell Choir Supplies	\$0.00	\$100.00	\$100.00
Copyright License	\$1,850.00	\$1,000.00	\$1,850.00
Music Material	\$38.88	\$400.00	\$400.00
Organ Piano Maint	\$1,904.07	\$750.00	\$2,000.00
Guest Musician	\$400.00	\$250.00	\$250.00
Worship Continuing Ed	\$0.00	\$175.00	\$50.00
Sound Maintenance	\$1,466.66	\$200.00	\$200.00
Instrument Maintenance	\$0.00	\$200.00	\$200.00
Lifeline Maintenance	\$0.00	\$0.00	\$1,518.00
Total Worship	\$6,181.13	\$4,575.00	\$8,068.00
Family Ministry - Hospitality Fellowship			
Family Ministry - Hospitality Fellowship	\$827.35	\$1,500.00	\$1,500.00
Total Family Ministry	\$827.35	\$1,500.00	\$1,500.00
Pastoral Salary			
Pastor-Salary	\$28,982.98	\$50,108.00	\$28,982.98
Housing allowance	\$40,000.08	\$18,880.00	\$40,000.00
Pastor-Pension-ELCA @ 11%	\$7,991.67	\$8,010.34	\$8,020.38
Pastor-Health	\$23,615.23	\$23,748.00	\$25,704.00
Pastor Continuing Educ.	\$899.98	\$900.00	\$900.00
Pastor Professional Expense Publications	\$691.71	\$700.00	\$700.00
Pastor Soc Sec Allowance	\$3,834.36	\$3,833.26	\$3,929.57
Pastor - Retiree- 0.7%	\$251.59	\$509.75	\$0.00
Pastor dis/admin ELCA- 1.5%	\$1,085.20	\$1,092.32	\$1,093.69
Car allowance/mileage	\$604.33	\$2,000.00	\$2,000.00
Cell Phone	\$750.00	\$750.00	\$750.00
Group Life Insurance	\$506.47	\$509.75	\$510.44
Total Pastor Salary	\$109,213.60	\$111,041.42	\$112,591.06
Associate Pastor Salary			
Salary	\$32,472.96	\$39,663.00	\$32,472.96

Call Process	\$0.00	\$0.00	\$0.00
AP- Pension at 10%	\$5,540.83	\$5,550.80	\$5,565.20
AP- Housing	\$19,999.92	\$12,810.00	\$20,000.00
AP- SSA	\$3,035.00	\$3,035.00	\$3,179.11
AP- Retiree support at .7%	\$193.41	\$388.56	\$0.00
AP-Disability at 1.5%	\$830.81	\$832.62	\$834.83
AP-Group Life .7%	\$387.69	\$388.56	\$389.50
AP- Continuing Educ.	\$329.84	\$900.00	\$900.00
Reimbursement DR insurance	\$3,120.00	\$3,120.00	\$3,120.00
Total AP Salary	\$65,910.46	\$66,688.53	\$66,461.60
Family Ministry			
Family Minister Salary	\$36,190.08	\$36,190.00	\$15,079.17
Pension-ELCA @ 8%	\$2,895.24	\$2,895.20	\$1,206.33
Dis/Disab/Admin	\$542.88	\$542.85	\$226.19
Health Insurance	\$10,068.00	\$10,068.00	\$4,265.00
Continuing Education	\$0.00	\$200.00	\$83.33
Cell Phone	\$780.00	\$780.00	\$325.00
Group Life	\$253.32	\$253.33	\$105.55
Part time Youth Minister	\$0.00	\$0.00	\$14,583.33
Retiree Support Contribution	\$126.66	\$253.33	\$0.00
Total Family Minister	\$50,856.18	\$51,182.71	\$35,873.91
Stephen Ministry Program			
Ministry Leadership Training	\$0.00	\$2,000.00	\$0.00
Education Materials	\$0.00	\$400.00	\$400.00
Grief Share	\$0.00	\$200.00	\$240.00
Total Stephen Ministry	\$0.00	\$2,600.00	\$640.00
Music Salaries-Other			
Handbell Choir Director	\$963.16	\$1,576.00	\$0.00
Contemporary Music Leader	\$14,935.20	\$14,935.00	\$14,935.00
Music Minister's Salary	\$21,537.36	\$21,537.00	\$21,537.00
Service Accompanist	\$1,134.00	\$1,400.00	\$1,400.00
Music Continuing Ed	\$101.87	\$0.00	\$0.00
Music Publications	\$0.00	\$0.00	\$0.00
Total Music Salary Expense	\$38,671.59	\$39,448.00	\$37,872.00
Office Salaries			
Employees Deductions	\$4.09	\$0.00	\$0.00
Office Manager-Salary	\$33,203.66	\$36,500.00	\$36,504.00
Office Manager-Pension-ELCA 8%	\$2,686.97	\$2,920.00	\$2,919.96
Office Manager-Dis./Adm.	\$503.87	\$548.00	\$547.56
Office Manager-Health	\$1,029.00	\$0.00	\$0.00
Retiree Support Contribution	\$107.35	\$256.00	\$0.00
Group Life	\$235.09	\$256.00	\$255.48
Office Asst. - Wages	\$9,839.69	\$12,150.00	\$12,194.80
Financial Asst.-Wages	\$15,498.02	\$11,060.00	\$11,610.00
Office Staff Continuing Ed	\$0.00	\$400.00	\$400.00
Total Office Salary Expense	\$63,107.74	\$64,090.00	\$64,431.80
Maintenance Salaries			
Cleaning	\$2,385.00	\$5,200.00	\$17,804.80
Maintenance-Salary	\$23,787.70	\$27,873.00	\$13,260.00

Maintenance-Pension-ELCA 8%	\$1,858.10	\$2,229.84	\$0.00
Maintenance-Health ELCA	\$8,780.00	\$10,536.00	\$0.00
Maintenance Dis./Disbar/Admin	\$348.40	\$418.10	\$0.00
Retiree Support Contribution	\$97.56	\$195.11	\$0.00
Group Life	\$162.60	\$195.11	\$0.00
Total Maintenance Expense	\$37,419.36	\$46,647.16	\$31,064.80
Other Staff Expense			
Non Pastoral Staff FICA	\$11,552.50	\$12,502.00	\$8,557.29
Worker's Compensation	\$2,759.50	\$4,700.00	\$3,474.00
Total Other Staff Expense	\$14,312.00	\$17,202.00	\$12,031.29
Repayment of Premier Bank Line of Credit	\$15,000.00	\$0.00	\$0.00
Profit or (Loss)	\$22,405.03	-\$19,037.60	-\$55,492.18

Ballot for 2020

President Adam Eikamp	One-year term	expires 1/22
Vice President	One-year term	expires 1/22
Council Members-at-large Stewardship Fellowship Building & Grounds Alex Back	Two-year term	expires 1/23
Synod Assembly Delegates <i>4 positions to be filled</i> Tami Ernster Duane Ernster Ron Tigges Sue Tigges	One-Year Term	expires 1/22
Alternate Synod Assembly Delegates <i>2 positions to be filled</i>	One-Year Term	expires 1/22
Dubuque Area Congregations United <i>2 positions to be filled</i>	One-Year Term	expires 1/22
Nominating Team for 2021 <i>3 positions to be filled</i>	One-Year Term	expires 1/22