

# PALM VALLEY LUTHERAN CHURCH COUNCIL MEETING AGENDA

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July 24, 2024, 6:30 pm, Conference Room

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## G.R.A.C.E.

**G**row in Faith  
**R**each the Community  
provide **A**we-inspiring Worship  
**C**onnect in Small Groups  
**E**xceptional Serving

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Call to Order

Approve Agenda

Devotion – Stephen Loyd

Consent Agenda

Previous Meeting Minutes.....	3
Reports	
Senior Pastor .....	6
Intern Pastor.....	12
Youth Director .....	13
Children’s Ministry Director .....	15
Ministry Teams	
Christian Education .....	
Cemetery .....	
Community Care .....	
Endowment .....	
Evangelism .....	
Finance .....	
Generosity .....	
Hispanic Ministry .....	
Life Group Ministry .....	
Personnel.....	
Property.....	
Rejoice! Worship Team.....	16
Small Groups.....	
Spiritual Life .....	
Worship & Music .....	
Youth Ministry .....	
Cooperative Preschool Board .....	17

## Other Reports

Executive Administrator & Financial .....	31
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## Continuing Business

1. Funding LEAD Program for Ministry Master Plan	
2. Working Group Reports	
a. Alternate Income.....	19
b. Fundraising Guidance	
c. Building Use.....	28
d. Worship Schedule Team	
e. Survey Team .....	41
3. Personnel Team Update	
4. Reception for Intern Pastor Steven’s Farewell	

## New Business

1. Approve Corporate Resolutions Effective August 15, 2024
  - a. Authorize Jennifer Kendricks, Michael Koehn (Treasurer), and Sally Cotton as signers with access to the following bank accounts:
    - i. Regions – Church Operating
    - ii. Regions – Money Market
    - iii. Regions – Preschool
    - iv. Regions – Money Market
    - v. Chase – Cemetery Savings
    - vi. Chase – Capital Maintenance – Checking
  - b. Authorize Jennifer Kendricks, Michael Koehn (Treasurer), and Sally Cotton as signers with access to the following funds:
    - i. Palm Valley Endowment
    - ii. Palm Valley Cemetery Endowment
    - iii. Palm Valley Capital Reserve (Maintenance)
    - iv. Palm Valley Iver Wallen Estate (Expansion)
    - v. Palm Valley Isedore and Pauline Wallin Memorial Maintenance Fund
    - vi. Palm Valley Capital Expansion
    - vii. Palm Valley Telander Fund
    - viii. Palm Valley Senior Care
  - c. Appoint Jennifer Kendricks as the Registered Agent for Palm Valley Lutheran

## Other Business

1. Discussion of Draft Endowment Policy

## Information

1. Next Month's Sunday CIC: Early: Tammy Oetken; Late: Linda Dufner
2. Next Month's Council Member for Devotions: David Beck

## Adjourn

# COUNCIL MEETING MINUTES

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## CHURCH COUNCIL MEETING MINUTES

June 19, 2024, 6:30 pm, Conference Room

Present: Susan Ames, Vince Brunssen, Tom Dove, Linda Dufner, Carolyn Koehn, Stephen Loyd, Linda Reed, Sue Rue, Rick Salvo, Dave Smith and Nancy Wojnarski

Ex-Officio Member: Pastor Dave Koppel

Staff: Alan Dunn and Steven Namburi

Excused: David Beck, Jason Dufner, Tammy Oetken and Keith Outlaw

Council President Tom Dove called the meeting to order at 6:28 pm. Pastor Dave Koppel offered a prayer.

MOTION: Sue Rue moved to approve the agenda for the meeting as presented. Motion carried.

Linda Dufner gave the devotion.

### CONSENT AGENDA

The Consent Agenda was reviewed and discussed; Rick Salvo requested that the Rejoice Worship Team report be pulled for discussion.

MOTION: Sue Rue moved to approve the Consent Agenda without Rejoice Worship Team report. Motion carried.

Rick Salvo asked about the reference in the Rejoice Worship Team report to replacing the flooring in the CLC; Tom Dove reported that the team is looking at various options to give the space a more worship-space feel.

MOTION: Rick Salvo moved to approve the Rejoice Worship Team report. Motion carried.

### OTHER REPORTS

Audit Team Report – Alan Dunn presented the Audit Team Report, there were no significant issues found.

MOTION: Linda Dufner moved to accept the Audit Team Report to present to the congregation. Motion carried.

Executive Administrator/Financial Report – Alan Dunn reviewed the attendance reports, he reported that they are working on the Rejoice service live stream; the financial reports were reviewed, overall, we are under the projected amount by \$14,025.

### CONTINUING BUSINESS

1. “Look Up!” “Think Big Picture!” “Think Big!”
2. Review of Income-Generating Funds and Gifts to Outside Organizations – the report was reviewed, the percentage of income gifted to outside organizations is 19.4%. Discussed the pros and cons of reinvesting some of the Endowment earnings back into the principal. Preschool expansion to 5 days a week was discussed, it would require using more of the facilities. Making the CLC look and feel more like a worship center was discussed. Also discussed was increasing income by increased rental of the facilities, which would also mean more work by the office staff. Alan also brought up the need to replace the sound system in the sanctuary which would cost about \$60,000.
3. Ministry Master Plan –
  - a. Report from Manny Castro’s Small Group “The Future of Palm Valley” was reviewed and discussed.

- b. Proposal from the LEAD Program – Pastor Koppel reviewed the LEAD Program proposal and what the LEAD Program does, a team of 5 – 7 people, 3 or 4 from council and a couple of community members (outside church).
  4. Working Group Reports
    - a. Fundraising Guidance – Tom Dove reviewed what the team has discussed, they have looked at current fundraisers in the church; a Draft PVLC Policy for Fundraising was presented. Tom asked the council how the team should proceed. Comments: Should we hold fundraisers for the budget? For the community? Ask people to give for specific items? We also need to encourage people to help others.
    - b. Rental Income – no report.
    - c. Worship Schedule Team – Sue Rue presented the report for the team, they reviewed several suggested schedules. The team makes the following recommendation: “We recommend moving everything up 1 hour (Traditional Service to start at 9:00, Rejoice Service at 10:30, etc.), with the new schedule to begin Sunday, September 15, 2024, and evaluate after 6 months to see how it is working.” The council discussed the proposal.

MOTION: Rick Salvo moved to approve the recommendation from the Worship Schedule Team to move everything 1 hour later (Traditional Service to start at 9:00, Rejoice Service at 10:30, etc.), with the new schedule to begin Sunday, September 15, 2024, and evaluate after 6 months to see how it is working. Motion carried with 1 opposed.
    - d. Member Survey – no report.
  5. Intern Update – Pastor Koppel informed the council that it is a very good possibility that we will have Lax back as our Intern Pastor. His seminary contacted Pastor Koppel and asked if we would be interested, the details are being worked out.
  6. Personnel Team Update: Several resumes for the Executive Administrator position have been received, but not many for the Youth Director position; the Personnel Committee is reviewing the resumes.

### **NEW BUSINESS**

1. Signe Fredrickson, Lutheran Foundation – Pastor Koppel would like to invite Signe to give a short presentation to the council about planned giving; the council agreed, and Pastor Koppel will make the arrangements.

### **INFORMATION**

1. Intern Pastor Steven’s last Sunday will be August 11<sup>th</sup>, and we will have a celebration.
2. The Church Retirement Gathering has been rescheduled to August 17<sup>th</sup> at 6:00 pm.

MOTION: Vince Brunssen moved to adjourn. Motion carried.  
The meeting adjourned at 8:12 pm and closed with prayer.

Sue Rue  
Council Secretary

**Church Council Meeting Minutes**  
**June 19, 2024, 6:30 pm, Conference Room**

Present: Susan Ames, David Beck, Vince Brunssen, Tom Dove, Linda Dufner, Tammy Oetken, Keith Outlaw, Linda Reed, Sue Rue, Rick Salvo, Dave Smith and Nancy Wojnarski  
Ex-Officio Member: Pastor Dave Koppel  
Staff: Alan Dunn and Steven Namburi  
Excused: Jason Dufner, Carolyn Koehn and Stephen Loyd

Council President, Tom Dove, called the meeting to order at 6:30 pm. Pastor Dave Koppel offered a prayer.

**NEW BUSINESS**

1. Funding Churchwide Celebration – August 17 – Tom Dove gave a history of the event, expressing concern over charging for the meals. The estimated cost of the event, based on 250 people attending, is \$3,500. Possible resources for funding were reviewed:
  - a. Memorial Fund – Alan Dunn reviewed the fund and reported that there are no restrictions on the fund, the current balance is a little more than \$22,000.
  - b. Use funds currently in the budget that will not be used due to staff changes.MOTION: Linda Dufner moved to use funds from the Memorial Fund to cover the cost of the celebration banquet. Motion carried.
2. Approve Grant Request for Steeple Repair – Tom Dove gave an update on the AI Team’s discussions on grants and thoughts about asking for a grant to help with the steeple repairs. The latest estimate is \$244,000; We have a commitment of \$140,000 from a member; which leaves approximately \$104,000 to cover.  
MOTION: Rick Salvo moved to authorize John Reed to proceed with submitting a grant request for steeple repairs to the Moody Foundation. Motion carried.

MOTION: Linda Dufner moved to adjourn. Motion carried.  
The meeting adjourned and closed with prayer.

Sue Rue  
Council Secretary

## PASTOR KOPPEL'S REPORT

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June began with **GRACE night**.

We wrote and introduced **40 days of prayer**, June 16 through July 25

The **AI team** has been hard at work developing ideas for alternative income streams.

The **personnel team** has completed many interviews and is very **close to selecting two candidates** to fill the Executive Administrator and Youth Ministry Director positions.

### **Funerals:**

- Rachel Wahlberg, June 14
- William Bourland, June 29

### **Upcoming funerals:**

- Emily Fehlis
- Nellene Hester

### **Baptisms:**

- Hazel Martinez
- Ivan Hester

### **Intern news:**

- August 11 is Steven's last day with us.
- August 19 is Lax's first day with us as an 18-month intern

### **Several members hospitalized.**

Held **Water for Africa Night at Dell Diamond** on June 14

**Sundays on Mondays**, June 17<sup>th</sup> – Steven shared his citizenship journey. Next *Sundays on Mondays* June 29

Had a wonderful **4<sup>th</sup> of July parade**, with floats for Palm Valley and Water for Africa

**Intergenerational Sunday School** has begun and seems to be working

### **Completed Steven Namburi's final evaluation**

**Signe Frederickson from the Lutheran Foundation will join us at our August council meeting to speak briefly on wills, bequests, and other relevant topics.**

Had **first constituting meeting of the counseling center** that will be housed at Palm Valley

**28 members went to Camp Chrysalis** in July

### **Significant events that affect us, locally & nationally:**

- Mass shooting in Old Settler's Park on June 15<sup>th</sup>
- Assassination attempt on former President Trump on July 13

Key focus for this season:

Staff stabilization / new hires/onboarding

Strategic plan for ministry

Continue AI work and establish new income streams.

New *GriefShare* Group

Fall Fair

Current projects:

ELCA Youth Gathering

Intern for 2024/2025

Fall sermon/small group series.

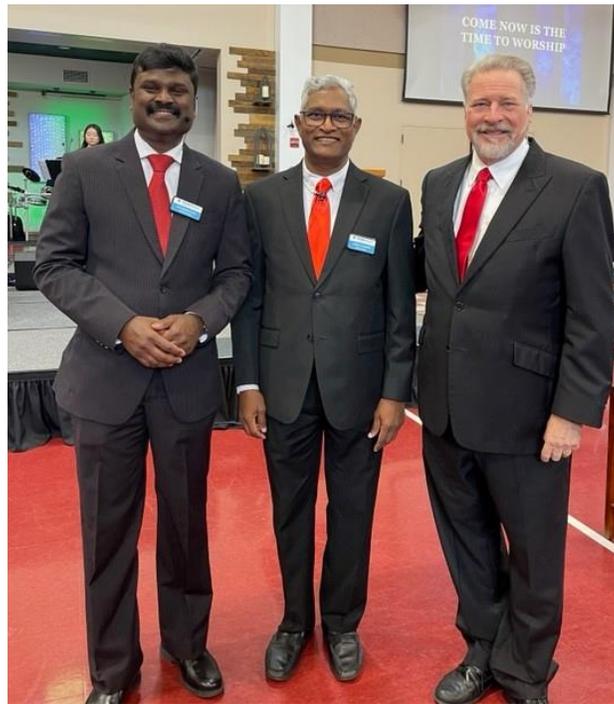
40 days of prayer

Planning for multiple funerals

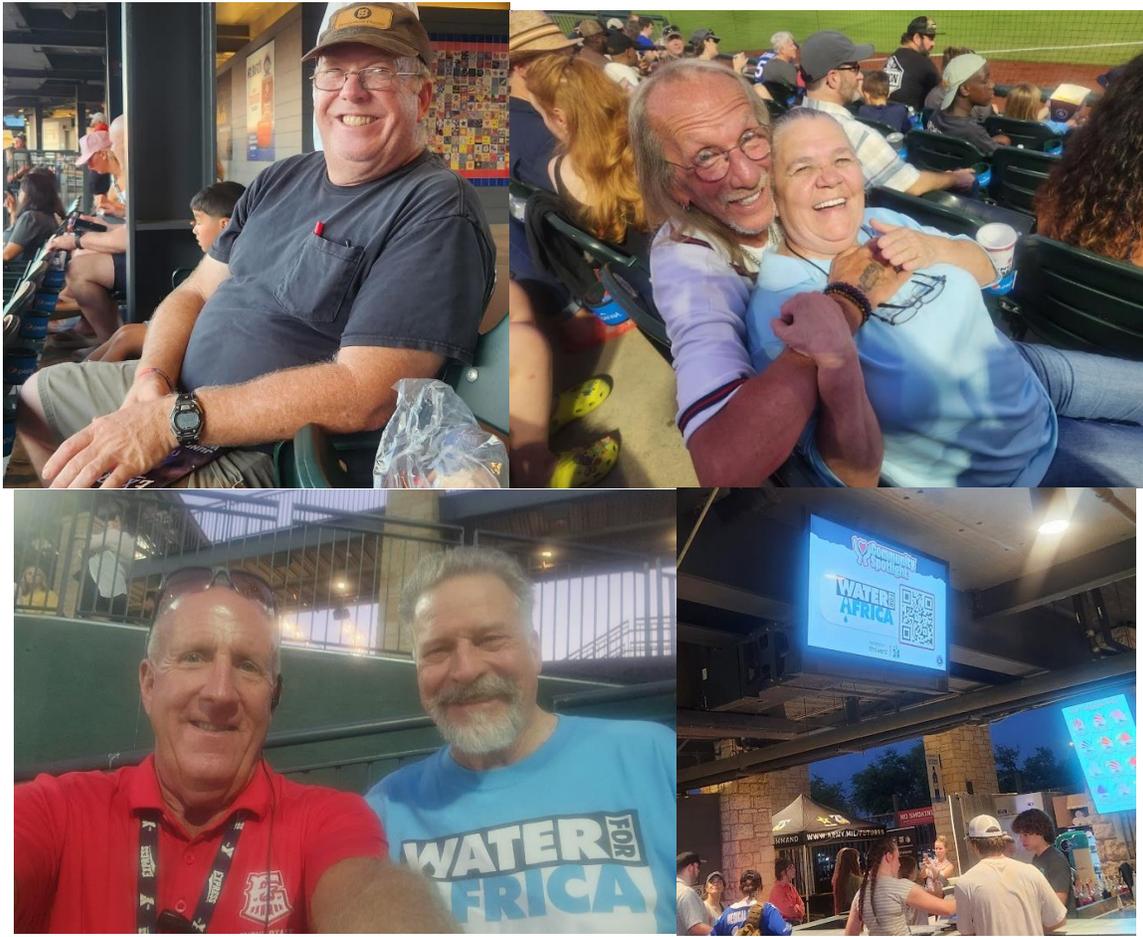
Vacation Bible School

Thank you for the privilege of working alongside you in the Gospel ministry,

Dr. Dave Koppel  
Senior Pastor



Water for Africa at Dell Diamond



Baptisms



Sundays on Mondays



Summertime fun and birthdays



4<sup>th</sup> of July



### Important Dates:

- July 16-20, 2024 ELCA Youth Gathering
- July 22-26 VBS
- July 28, August 18 Intergenerational Sunday School 10:45-11:45
- July 29 Sundays on Mondays
  
- August 11 Steven's last Sunday with us
- August 17 party for Alan and Denise, 6p.m.
- August 19 Lax begins his internship
- August 25 –Denise preaches.
- August 29<sup>th</sup> Denise and Alan's last day
  
- *September 2 Labor Day*
- September 7 God's Work Our Hands
- September 8 Kickoff Sunday – combined service, lunch
- September 15 small group & sermon series begins
- September 15 confirmation classes begin – tentative
- September 28 Fall Fair
  
- October 23 & 30 First Communion class
- October 27 Reformation Sunday
- *October 31 Halloween*
  
- November 3 All Saints' Sunday / First Communion/ time change
- November 24 Round Rock Community Thanksgiving Service at Community Christian Church
- *November 28 Thanksgiving*

- **December 1 First Sunday of Advent**
- **December 24 Christmas Eve** (Tuesday)
- **December 25 Christmas Day** (Wednesday)

**2025:**

- *January 20 Martin Luther King Day*
- **January 26 Annual Meeting, combined service**
- *February 17 Presidents' Day*
- **March 1, 2025 Global Church Gathering**
- **March 5 Ash Wednesday, Lent begins, Evening services begin**
- **April 13 Palm Sunday**
- **April 17 Maundy Thursday**
- **April 18 Good Friday**
- **April 20 Easter**
- **April 27 Confirmation (tentative), combined service**

## **INTERN PASTOR**

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As we embrace the middle of summer, I am pleased to present a report on the activities and initiatives undertaken in June.

### **Home Visits**

Continuing the vital ministry of home visits, I aimed to visit more homebound members than last month. I spend meaningful time with many of our cherished members, providing spiritual support and companionship.

The honorable elders I spent time with were Leonard and Connie Aitkens, Emily Fehlis, George and Joy Warriner, David Teinert, Robert Behrens, Carroll Pimpler, Pat and Herb Wolff, Wilma Peterson, Nancy Kind, Johnnie Pecht, Lila Pech, Buddy and Sally Burk, Betty and Don Hester, Marie Sherva, Fritz and Betty Hodde, Gloria and Billy Richardson, Bess Hester, and Roy Krienke. I also shared the Holy Communion with four other persons and the above-mentioned dear ones. Each visit was an opportunity to provide spiritual support and companionship that strengthened our church family.

### **Citizenship Speech**

As you all know, I recently became an American citizen and was honored to give a citizenship speech at our Sundaes on Monday's program. Sharing my thoughts on what it means to be an American citizen was a profound experience and allowed me to connect with the congregation on a deeper level.

### **Participating in Interviews**

I want to thank the council members for allowing me to observe the interviews conducted for the church administrator and youth director positions. I learned a lot from these interviews, particularly the critical thinking involved and what it means to work in a church as an administrator and youth director. This experience has been invaluable in improving my communication abilities and confidence in leadership roles within the church.

### **Increased Participation in Sunday Worship Services**

With Pastor Dave away, I had the opportunity to participate in more parts of the Sunday worship services actively. This experience boosted my confidence and prepared me for future responsibilities. Each opportunity allowed me to grow in confidence and skill in delivering sermons and spiritual guidance. I also remained actively involved in our twice-weekly Bible study sessions, which continued to deepen my faith and inspire others in our congregation.

### **Funeral Participation**

I was honored to participate in additional funerals this month. These experiences further enhanced my understanding and skills in providing pastoral care and support to grieving families.

### **Closing Remarks**

For all these experiences and opportunities, I am deeply grateful for the support and guidance from the Church Council, Pastor Dave, and our congregation. The diverse experiences in June have contributed significantly to my growth as an intern pastor. I remain committed to serving our church with dedication and love, and I look forward to the continued journey of faith and service together.

# YOUTH MINISTRY DIRECTOR

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## Wednesday Night Youth

Wednesday Night Youth this month has been a lot of fun. We started with a Poolside Parable at the Rosche's house and ended with a Poolside Parable at the Dieterich's. In between, we had a Family Dinner and Game night and a canceled water games night. We played inside games instead.



## Youth Activities

Many of our youth were volunteers for Day Camp this year. They led games, helped with worship, entertained the children and much more.

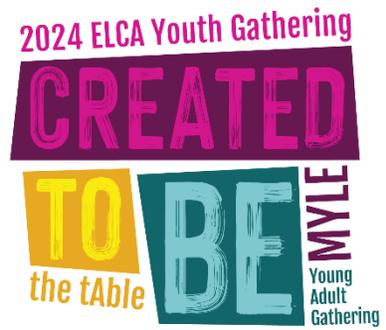


## Denise's Activities



I spent the first part of the month on vacation helping my daughter after the birth of our first grandbaby.

I continue in the Stephen Ministry roll where I am able to support youth and families in times of struggle. The Round Rock Youth Workers do not meet during the summer. I continue as the Synod's liaison for the ELCA Youth Gathering in New Orleans in the Summer 2024. We will be gathering in New Orleans July 16 - 20, 2024.



# CHILDREN'S MINISTRY

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## Children in Worship

Crossover Children's Church- We began taking kids out after the children's message, during the sermon, on June 2. We have had good attendance and things have run very smoothly.

## JAM

JAM will start back August 21<sup>st</sup>.

## Sunday School

We will offer three intergenerational classes on June 23, July 28, and August 18. Our first Intergenerational Sunday School Brunch was very successful. We had chicken and waffles and learned about David and Goliath.

Fall Sunday school will look different this year. Because of the service time changes we are going to offer Sunday school from 9:30-10:15. I will leave the 9:00 service after the children's message and any children who want to come with me will go to Sunday school. We will not come back for the end of the service. Meanwhile, children who participate in the 10:30 Rejoice Service can come an hour before church to attend Sunday School.

## VBS

Our VBS student registration is full and we have started a waitlist. We could use more adult volunteers. Our theme is "Camp Firelight" so we will be asking the congregation if we can borrow camping equipment and artificial trees to decorate.

## Camp Chrysalis

We had a great week at Camp Chrysalis, July 7-12.



## REJOICE! WORSHIP TEAM

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Tuesday, July 16, 2024 5:30 pm, Conference Room

Present: Susan Ames, Carol Dove, Tom Dove, Linda Duffner, Alan Dunn,

Cindi Hailes, Pastor Lee, Laurie Strawbridge , Blake Targonski

Team Leader called the meeting to order at 5:30 pm.

### Items Discussed

**Music Selection:** The team reviewed and discussed upcoming song selections for upcoming Sundays. Allan requested that the church Google Drive be used as a database music to allow access to the team.

**Recruiting Singers and Singer Rotation:** Blake has been given a list of volunteer singers to create options for a variety of band options. The band leaders will contact Michael Jordan of City View for ideas concerning procedures and scheduling. A goal of implementation was set for August 18th. It might also be possible to have different styles of music in the 5th Sunday of the month.

**Offering:** The issue of continuing to pass the offering plate when online giving is becoming prevalent was discussed. During the offering music a QR code could be provided and boxes around the CLC for offerings. This could also be a time to sign up to service in ministries and attend events as part of offering time and talent. Allan offered to research what other churches are doing for offering time.

**Prayground:** Laurie reported 13 children attend and toddlers are able to play quietly during the service.

### Other Business:

**Sermon Music Transition:** The transition time between the sermon and the sermon music provides a “dead time” for online viewers. Ideas to improve the flow included having the Pastor or person giving the sermon to invite people to stand and sing through a point in the sermon. Another idea was to have Pastor or person giving the sermon to lead a prayer.

The meeting adjourned at 7:03 pm.

Respectfully submitted by Susan Ames

# COOPERATIVE PRESCHOOL

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Tuesday, June 25, 2024, Room 18

1. Call to Order: Sonia Murray at 0942
2. Financial Report: Alan Dunn
  - a. Bailey put together a plan for the possibility of moving to 5 day a week to present to the church for endowment. There was no start or end date in plan presented. There are several roadblocks in the process and worry of running out of excess funds.
  - b. Council needs to find a time to meet
3. Secretary Report: Kasi Moench
  - a. Kasi made a motion to accept minutes from May meeting. Second motion made by Hannah. All in favor. None opposed. Motion passes.
4. Preschool Report: Bailey Plato

<b>AGE</b>	<b>3 DAY</b>	<b>CAPACITY</b>	<b>SPOTS AVAILABLE</b>
<b>18 MOS</b>	8	9	1
<b>2'S</b>	15	21	6
<b>3'S</b>	16	18	2
<b>KINDER READINESS</b>	19	24	5

Total Enrollment: 58

5. Committee Reports:
  - a. Church Council Representative: not present
6. Action Items
  - a. School Calendar
    - i. Motion to accept School Calendar for 24-25 School year made by Kasi. Second motion made by Hannah. All in favor. None opposed. Motion passes.
  - b. 2024-2025 Budget
    - i. Utilities, rent & custodial expenses increased. Still having issues with building getting cleaned. With budget we won't be able to hire a 3<sup>rd</sup> aide. We will have 2 aides, music teacher, Ellen & Bailey plus teachers.
    - ii. Kasi makes a motion to accept 2024-2025 Budget. Second motion made by Hannah. All in favor. None opposed. Motion passes.
  - c. Plan July Meeting date to review Parent Handbook and Staff Handbook
    - i. Would like for Board Constitution to be revised and discussed at July meeting
    - ii. We can talk later and plan a day in July for board meeting
  - d. Bailey's review
    - i. Discussed and signed by all board members

Meeting ended at 1024.

## ALTERNATE INCOME TEAM

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Alternate Income Team Meeting Minutes  
Wednesday, July 10, 2024, 6:30 pm, Conference Room

Present: Vince Brunssen, Jan Cleveland, Tom Dove, Alan Dunn, David Kautz, Linda Reed – Team Leader, Sue Rue

Absent: Barry Hamilton, Pastor Koppel, Mike Robinson

Others Present: John Reed

The meeting was called to order at 6:30 pm by Linda Reed, who opened the meeting with prayer.

The team reviewed the previous meeting minutes from May 29, 2024. Sue Rue motioned for the minutes to be approved, which was seconded. The motion was approved.

John Reed informed the team that Dwayne Kostiha had contacted Colin Lambert from Endeavor Realty, a commercial property company. John discussed the potential for creating a commercial lease on our property. He and Dwayne plan to meet with Mr. Lambert and will follow up, report back to the team.

Tom Dove updated the team on conversations he had regarding the property east of our land. The development is being coordinated with the City Planning Department and includes the developer building a portion of the Joe DiMaggio Road extension beginning at Hwy 79 to the corner of the initial section of the property being developed.

The Team discussed any impact to develop a secondary access for Palm Valley as the additional property is developed with additional access points on the west side of Joe DiMaggio. We will need to keep in touch with the city as plans are developed for Joe DiMaggio access points.

Tom Dove presented a concept of developing a retirement community on the northwest portion of our property. It was noted that senior housing was included in the 2002 Master Plan. This area is approximately 6 acres. Tom presented comparable senior housing in the area (see attached). Advantages to a long term lease for a retirement community are: convenient access to Palm Valley, Senior Access, play areas for visiting grandchildren, and potential for developing a park area in the northern most section of the property that is in the current flood zone.

The Team created working groups for the purposes noted below.

1. Property Development – pursue possibility for retirement community. Tom will help with the team. David Kautz will reach out to possible Senior Housing Developers. John Reed and Dwayne Kostiha will gather information on possible commercial leases on 79/Joe DiMaggio.
2. Grant Research – research possible grantors that would benefit the church. Tom has identified a possible grant writer to contract with when we decide to request grants. Linda will meet with Amy Loar, at the University of Texas' Grant Research Center, after their move, for information on researching grants.
3. Samsung Connections – seek out how Palm Valley can be a community partner.

The Team was updated on the business plan to transition the Palm Valley Cooperative Preschool from a part-time three-day preschool to a full-time five-day preschool with before and after care. Alan is creating a more detailed plan that reflects the cost for the transition and projected income from the Preschool as a five-day program.

The next meeting is Wednesday, August 28, at 6:30 pm.

There being no further business, the meeting was adjourned.

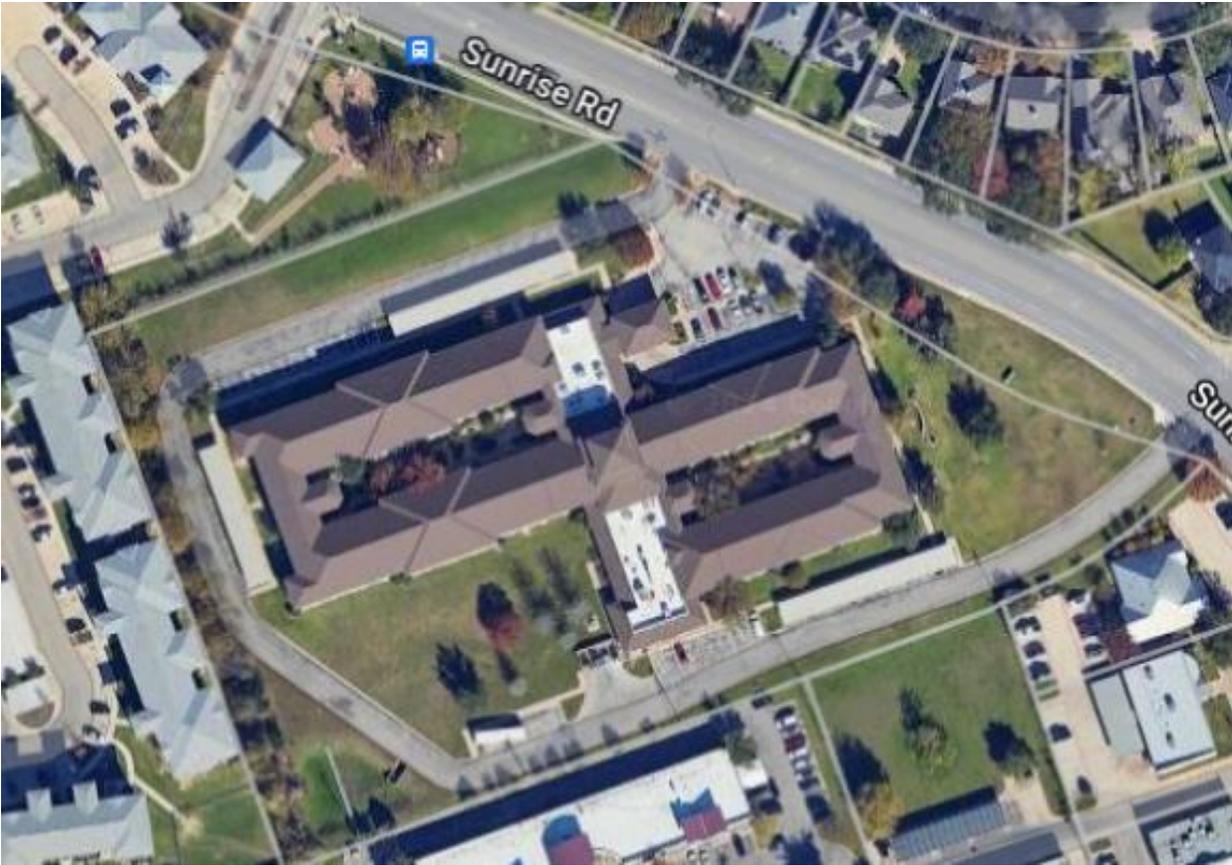
Submitted by Alan Dunn.

## Retirement Communities

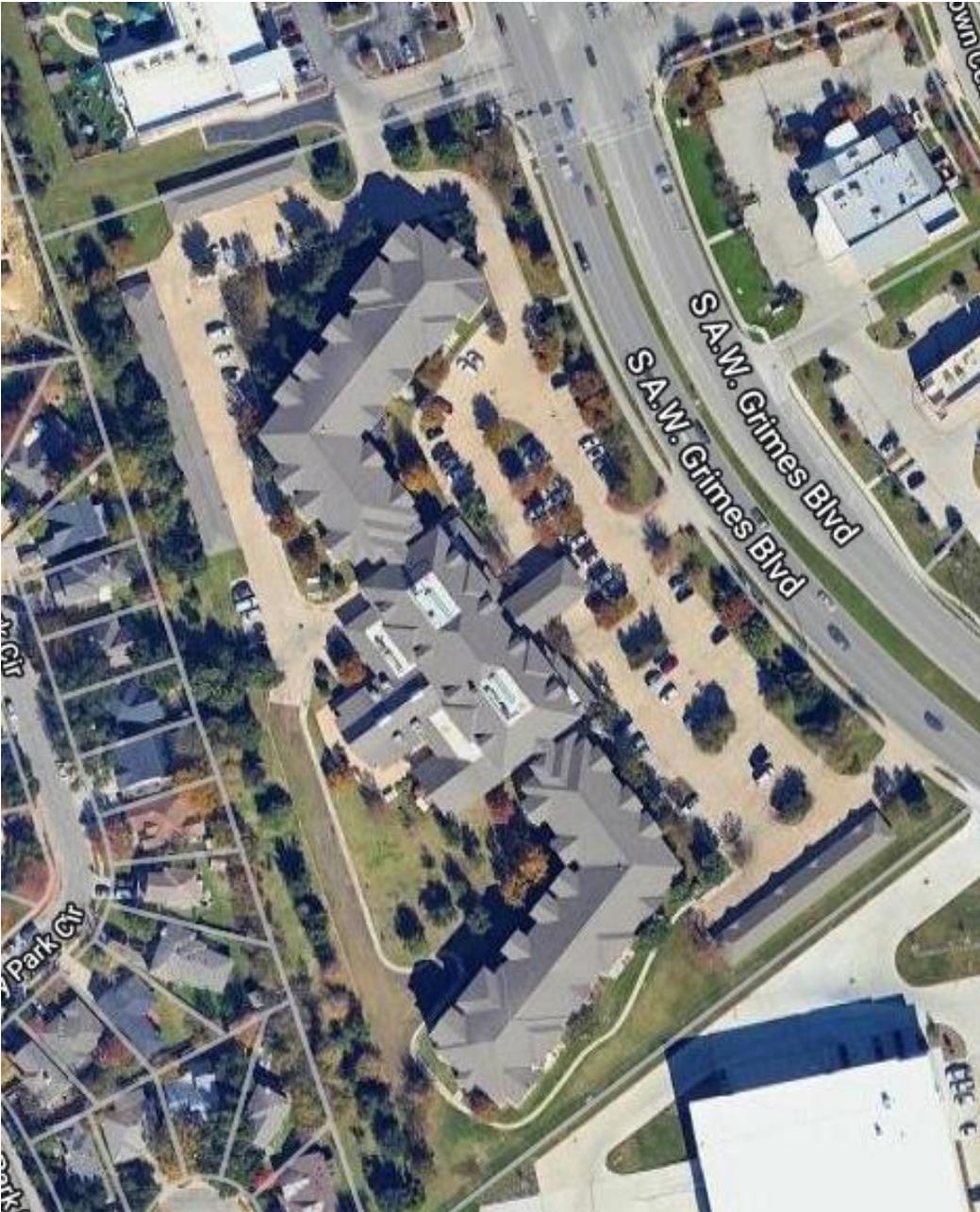
The Enclave. Sunrise at Oakmont. 6.49 acres. 282,704 SF building. \$37,204,000 tax appraised value.



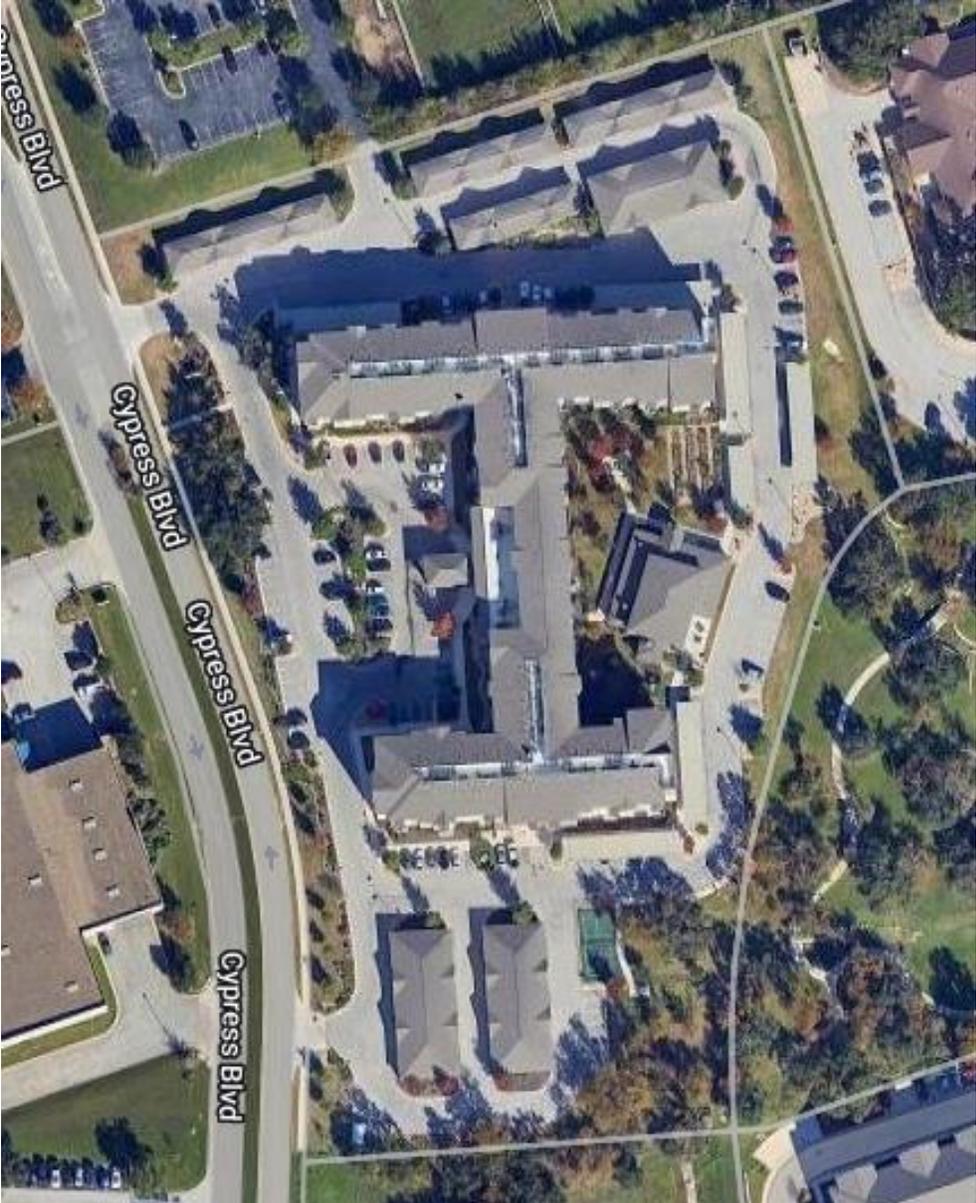
The Court. Sunrise. 6.4 acres. 122,971 SF building. \$14,389,000 tax appraised value



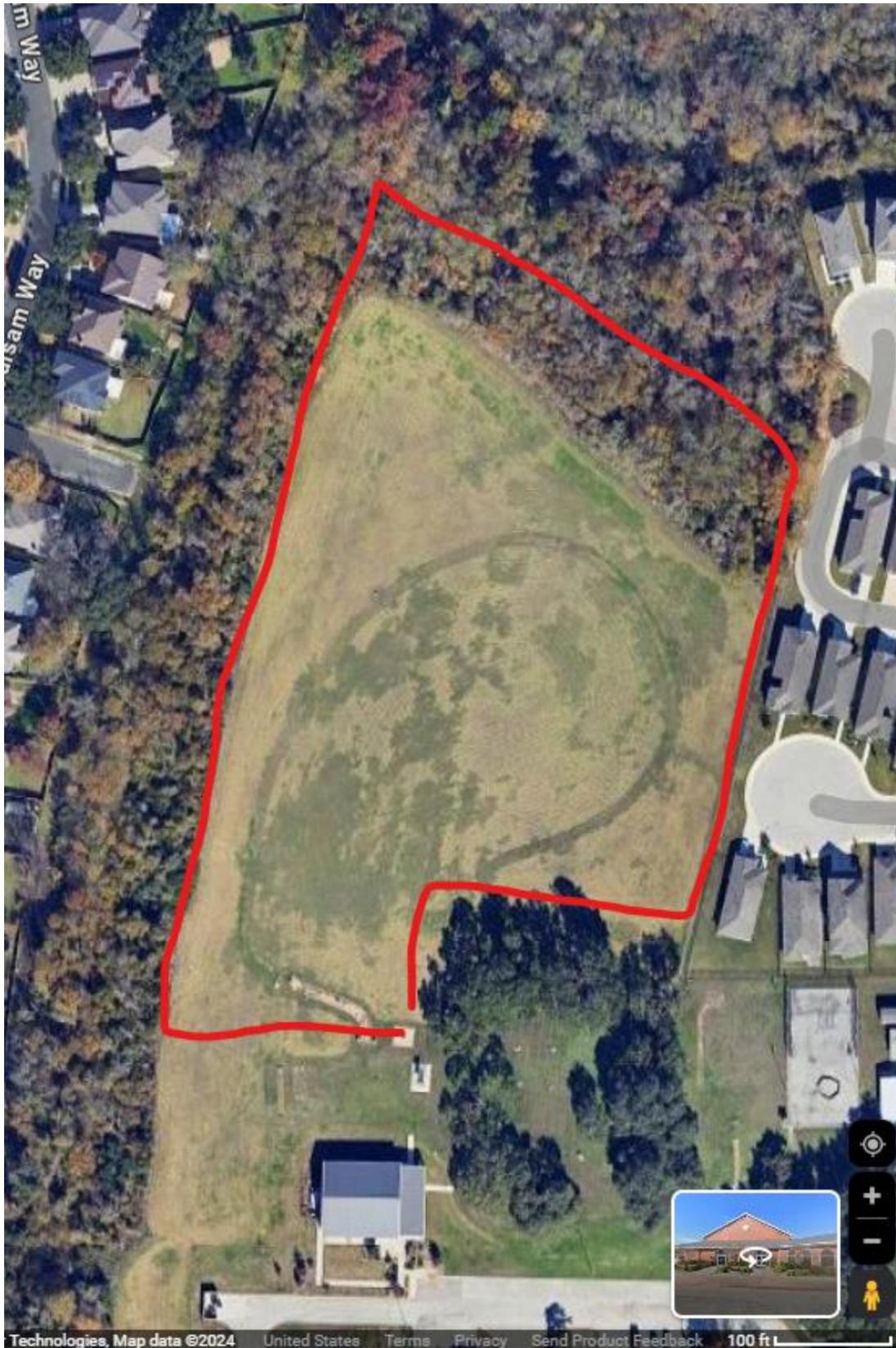
Provident Crossing. 8.16 acres. 116,644 SF building. \$39,224,000 tax appraised value.



Affinity. 30 Cypress Blvd. 135,597 SF building. 7.4 acres. \$41,597,000 tax appraised value.



Outline is about 6 acres



Flood map. The area in the flood zone is approx 3 acres.

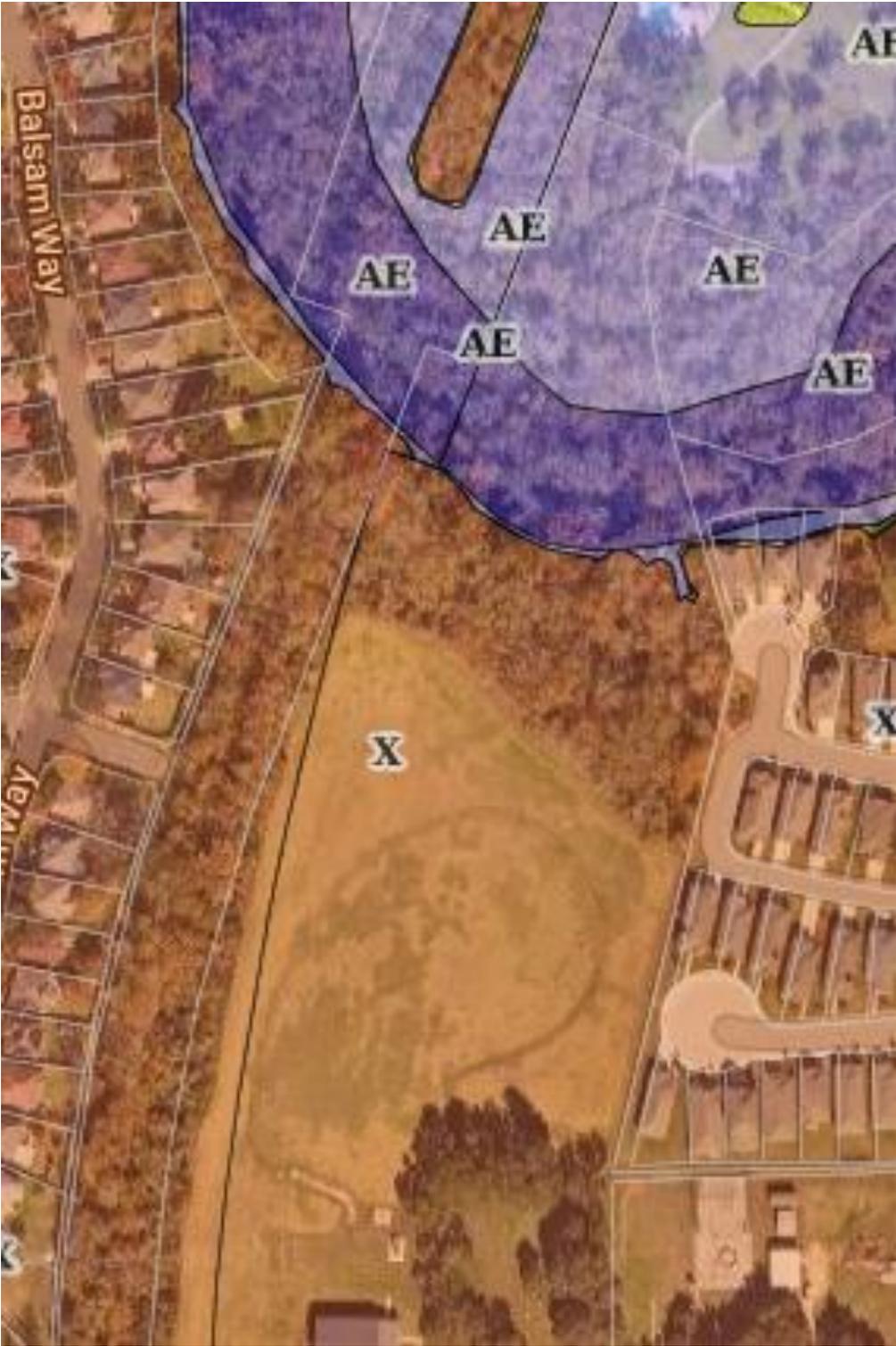
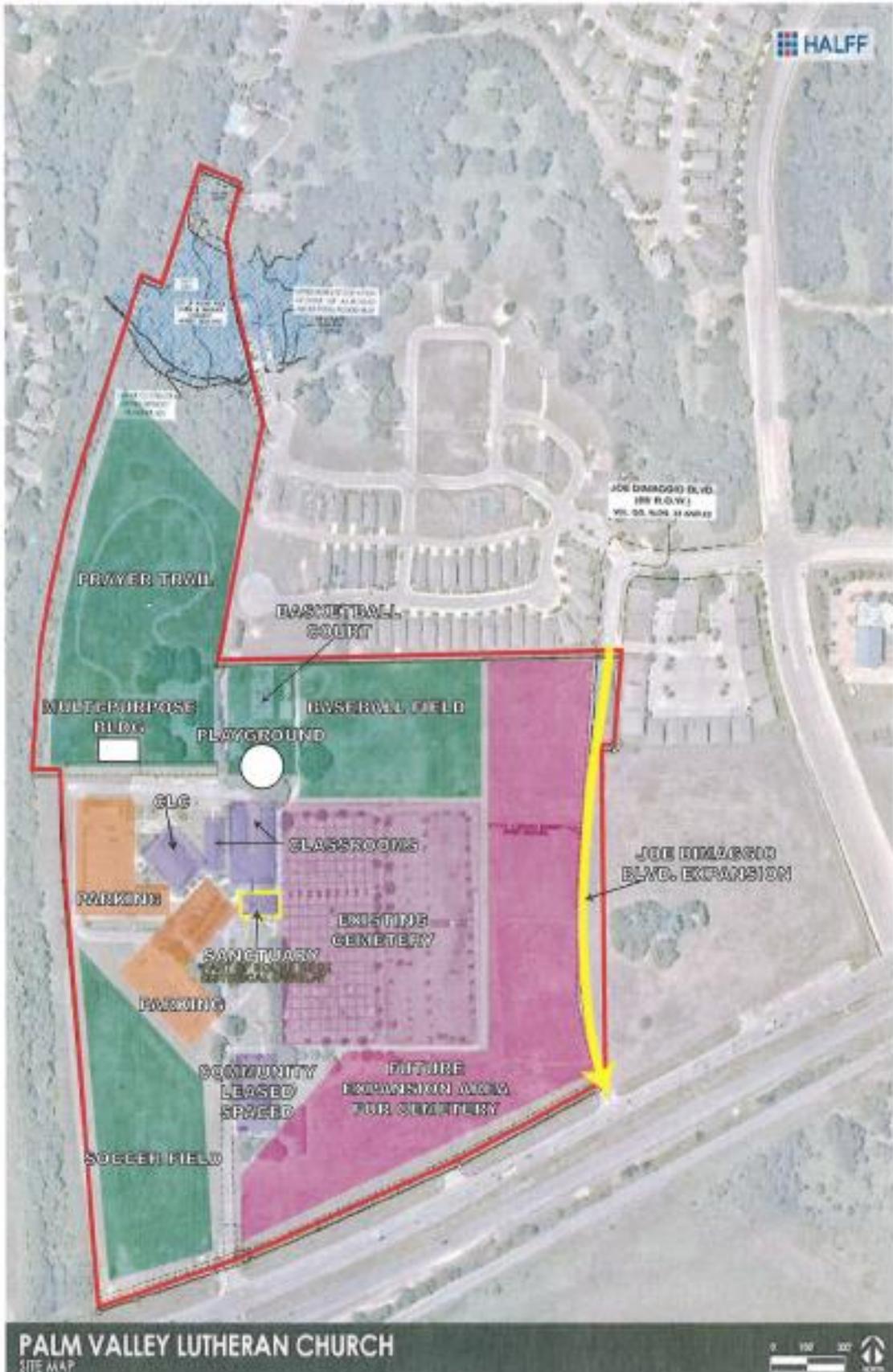
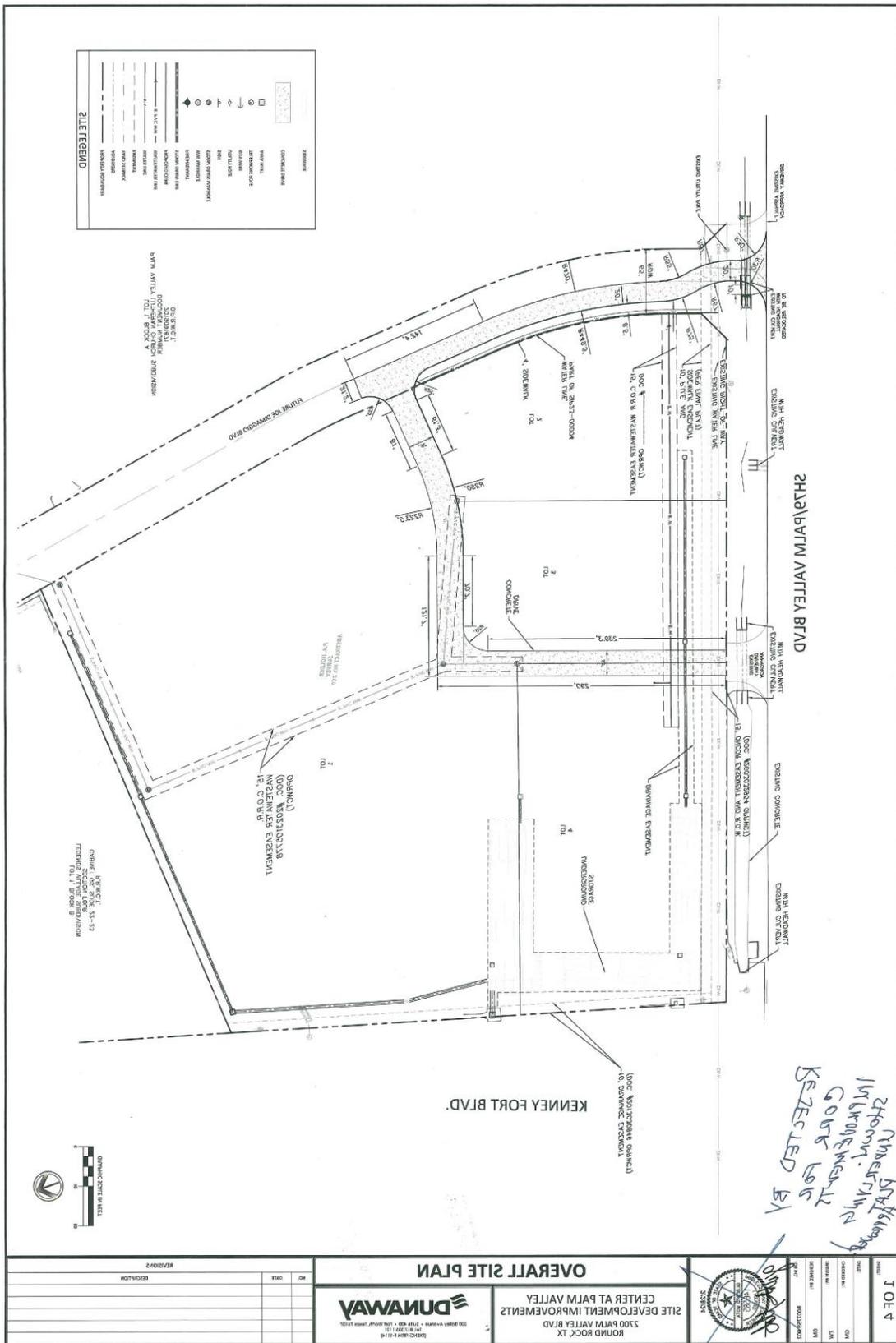


Figure 1: Annotated Base Map of Palm Valley Lutheran Church Property





# BUILDING USE TEAM

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## Report of Council Subcommittee Building Use

### Recommendations

1. Fees
  - a. We propose to leave member fees at the current rate
  - b. We propose to increase non-member fees by % to better align with similar facilities in the area.
2. Korean Presbyterian Church use of the buildings
  - a. Parish Hall 2 Hours a week \$400 a month
  - b. Christian Life Center 2 hours a week \$400 a week
  - c. Palm Room 2 hours a week \$100 a month
  - d. Sanctuary 2 hours a week \$400 a month
  - e. Total = \$1,300 a month
3. Kitchen Rental
  - a. Continue to study feasibility
    - i. Preschool Safety
    - ii. Other rentals
  - b. Needs to be registered as a commercial kitchen.
4. Policy
  - a. Use current Facility Use Policy.
5. Promotion
  - a. Social media

**Palm Valley Lutheran Church**  
**Church Facilities Fee Schedule**  
**Non-Members**

	<b>Proposed Rate</b>	<b>Current Rate</b>	
	<b>First Two Hours</b>	<b>First Two Hours</b>	<b>Each Additional Hour</b>
<ul style="list-style-type: none"> <li>• Fee includes the first two hours. Fee for additional time as noted.</li> <li>• Hourly rate calculation includes all hours the facility is in use, including setup and cleanup time.</li> </ul>			
<b>Parish Hall (seats up to 100)</b> Includes kitchen and nursery. Does not include setup or event monitor.	\$300	\$250	\$65/\$75
<b>Christian Life Center only</b> 1-200 people 201-500 people Does not include set up or event monitor.	670 \$768	\$560 \$640	\$95/\$115 \$95
<b>Christian Life Center - Kitchen only</b>	\$96	\$80	\$15/\$20
<b>Sanctuary – Wedding: Rehearsal and Ceremony</b> <b>Includes Bride’s Room, Groom’s Room,</b> <b>Sanctuary Sound System.</b> Does not include setup or event monitor.	\$1,530	\$1,500	N/A
<b>Sanctuary – Funeral</b> Includes Parish Hall, Palm Room, or Mayfield Parlor	\$240	\$200	N/A
<b>Sanctuary – Recitals piano/organ</b> Sanctuary only	\$360	\$300	\$30/\$36
<b>Palm Room or Mayfield Parlor</b>	\$180	\$150	\$30/\$36
<b>The Back Porch</b>	\$420	\$350	\$95/\$115
<b>The Back Porch Patio</b>		\$0	\$0
<b>The Back Porch Outdoor Stage</b>		\$0	\$0
<b>Video or Sound System and Operator</b>	\$97.20	\$81	\$27/\$32
<b>Event Monitor</b> (Required for all non-wedding events)	\$225	\$188	\$22/\$26
<b>Wedding Monitor</b> (Required)	\$324	\$270	\$0

## Set-up/Take-down Fees

**Parish Hall** - 1-100 people - \$188

### **Christian Life Center**

1-200 People - \$296 (if set-up/take-down requires more than 3 hours, then additional \$22 per hour)

201-500 People - \$307 (if set-up/take-down requires more than 4 hours, then \$22 per hour)

### **The Back Porch**

1-90 People - \$162 (if set-up/take-down requires more than 3 hours, then an additional \$22 per hour)

## Cleanup Fee

1-100 people - \$162

200+ people - \$296

## Security (Required for events of 200 or more in attendance or when deemed appropriate by PVLC.)

\$90 per hour per officer. \$75 per hour for one vehicle being on campus.

The first use is Williamson County Constables, second is Round Rock Police.

**Rental Fee Payment Schedule:** Rental fees can be paid according to the following schedule:

One-third of the total is due 12 months prior to the event (or at the time of booking),  
whichever is shorter, in addition to a separate check for the damage deposit.

Two-thirds total is due 6 months prior to the event

Balance of total is due 2 months prior to the event

**Refunds for cancellations:** In case of cancellation, refunds will be made according to the following schedule:

Event cancelled 12-9 months in advance: 75% of amount paid.

Event cancelled 9-6 months in advance: 50% of amount paid.

Event cancelled 6-2 month in advance: 25% of amount paid

Event cancelled less than 2 months in advance: No refund

**Regulations for Use of the Church Facilities:** Organizations that are permitted to use any portion of the Church facility will be responsible for the discipline of its participants and reasonable care of the church property and furnishings. Event Monitor hours must equal facility use hours. Palm Valley Event Monitor has the authority to direct anyone who is destroying the building or property in any way and has the authority to close down the event if rules/regulations for the facility are not being abided by by the person(s) attending the event inside or outside the facility. \_\_\_\_\_(initial/date)

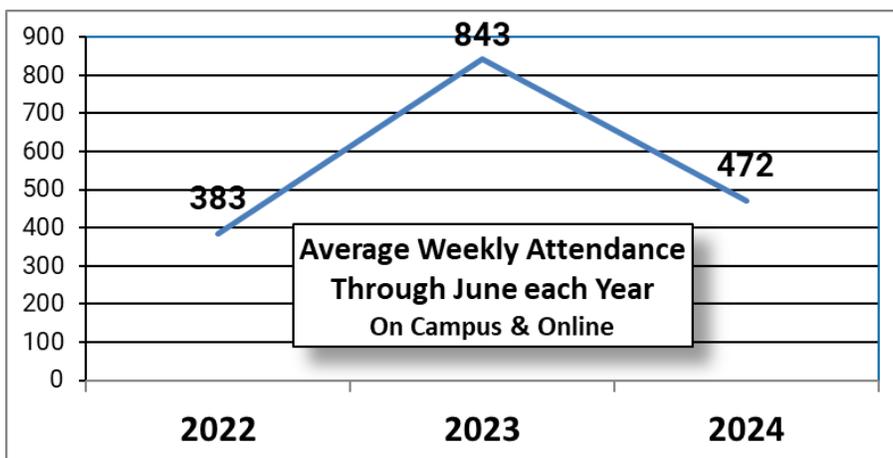
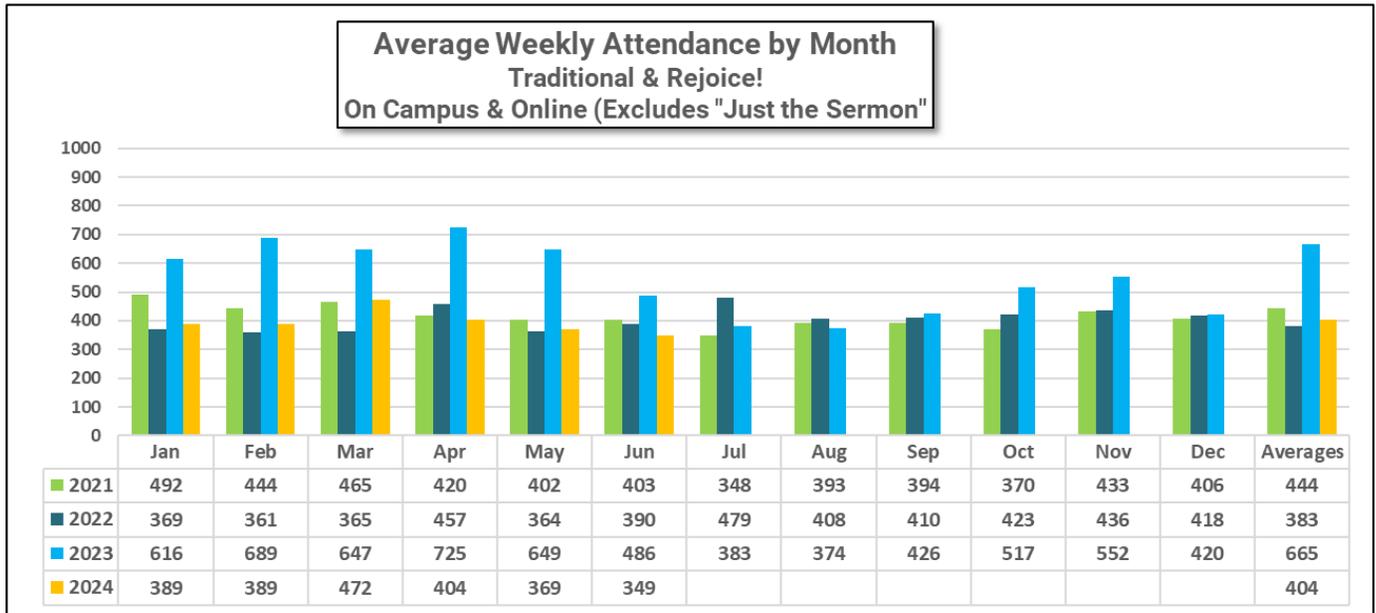
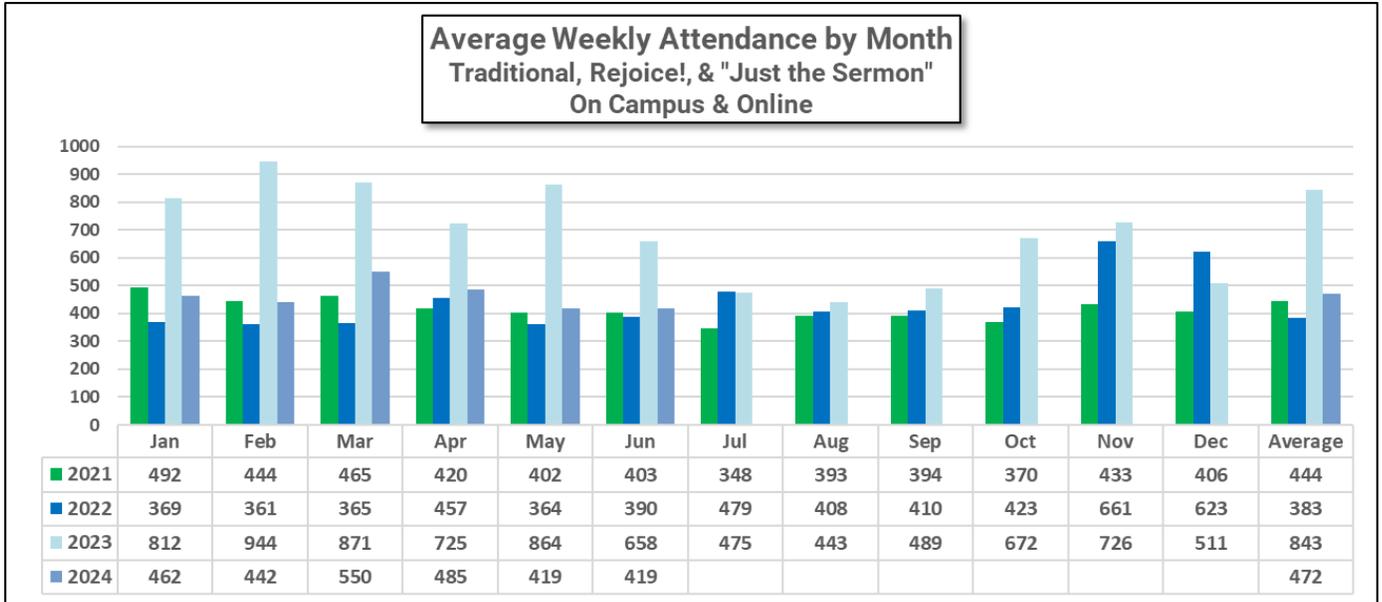
**Damage Deposit:** A refundable damage deposit of \$300 shall be paid at the time the booking is made, and the check will be cashed. Client/organizations will be responsible for any vandalism or loss of property INSIDE or OUTSIDE the facility (Graffiti, broken chairs/tables, broken glass bottles, etc). This refundable damage deposit will be collected to cover any damage repair charges as needed. Any damage over \$300 is the responsibility of the client/organization. \_\_\_\_\_ (initial/date)

The Event Monitor and the client/organization will conduct a thorough inspection when the church facility is opened for the client and a similar walk-through when the client leaves the building. A checklist will be used to note the building's condition and highlight rules. If there is no damage, the deposit will be refunded within 30 days.

**Sound System:** The sound systems are to be used only by *church members who have been trained in its use.*

**Set-up / Take Down Costs:** Set-up/take-down costs are **NOT** included in the fee charged for use of the facilities.

# EXECUTIVE ADMINISTRATOR



**Weekly Worship Average**

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
8:00 a.m. Traditional	100	96	89	87	87	82	81	77	77	78	75	77	72	53	65	67	67
Rejoice!	164	174	185	199	209	208	214	188	198	202	199	185	180	121	139	138	138
9:30 a.m. Hispanic	26	32	35	35	38	51	42	46	49	50	38	46	35	33	24	28	32
11:15 a.m. Traditional	126	126	118	112	116	100	110	97	95	89	89	93	89	87	67	67	67
Pandemic In-Person Blended	416	428	427	433	450	440	446	408	419	418	401	401	376	120	265	232	237
Total Weekly Average	12	-1	6	17	10	5	-38	12	-2	-2	-17	-1	-25	-255	144	-33	6
Year-to-Year Change																	

\* In-Facility Data through March 15, 2020. Remaining months are drive-in/oak grove worship.

\*\* 2021 was a year of blended services in the CLC.

\*\*\* March 28, 2021 - one in-house service began - blended service

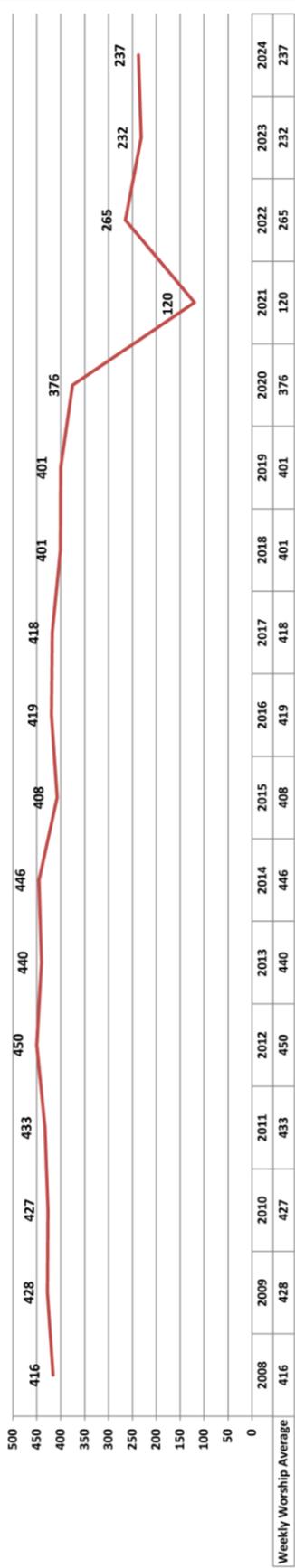
\*\*\* June 13, 2021 - 8 am and 9:30 am in-house worship began - blended services.

\*\*\* In-House Hispanic Worship began in July 2021.

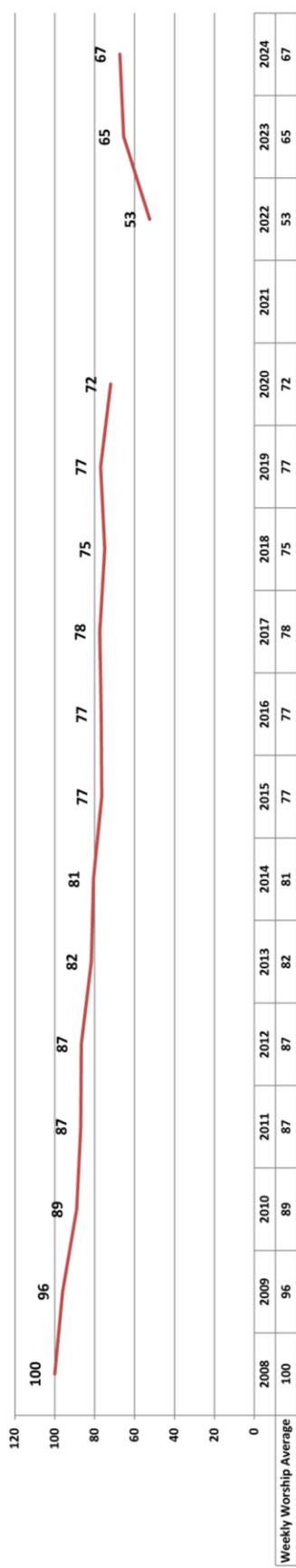
\*\*\*\* Traditional and Rejoice! services resumed Jan 9, 2022. Traditional in Sanctuary; Rejoice! in CLC

\*\*\*\*\* Through July 14, 2024

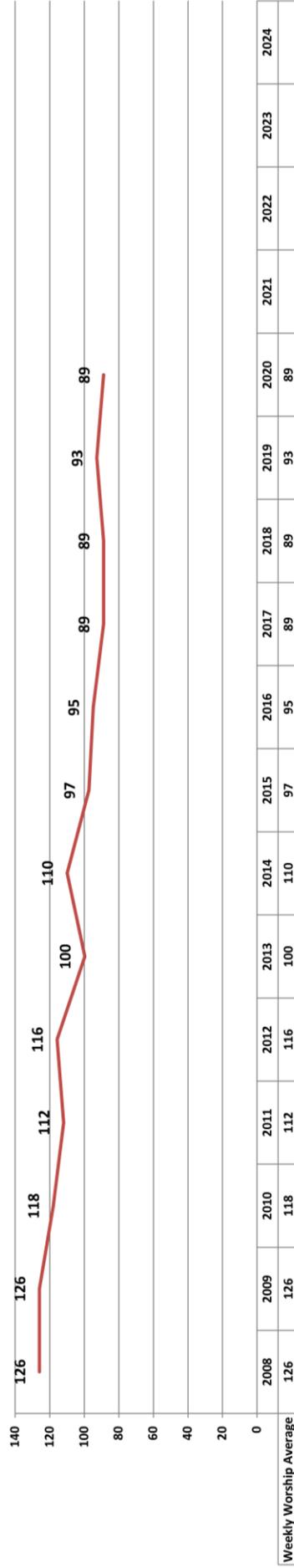
**Total In-Person Worship Weekly Average**



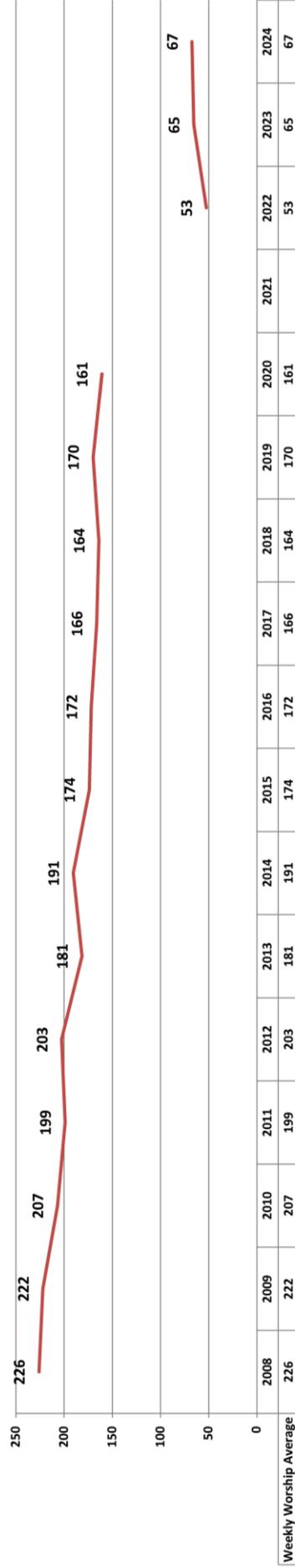
**8 am In-Person Worship Weekly Average**



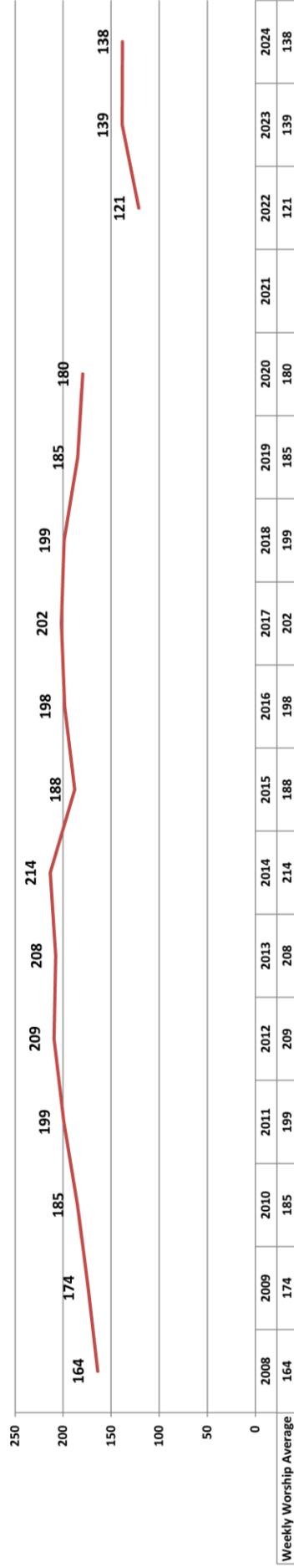
### 11 am In-Person Worship Weekly Average

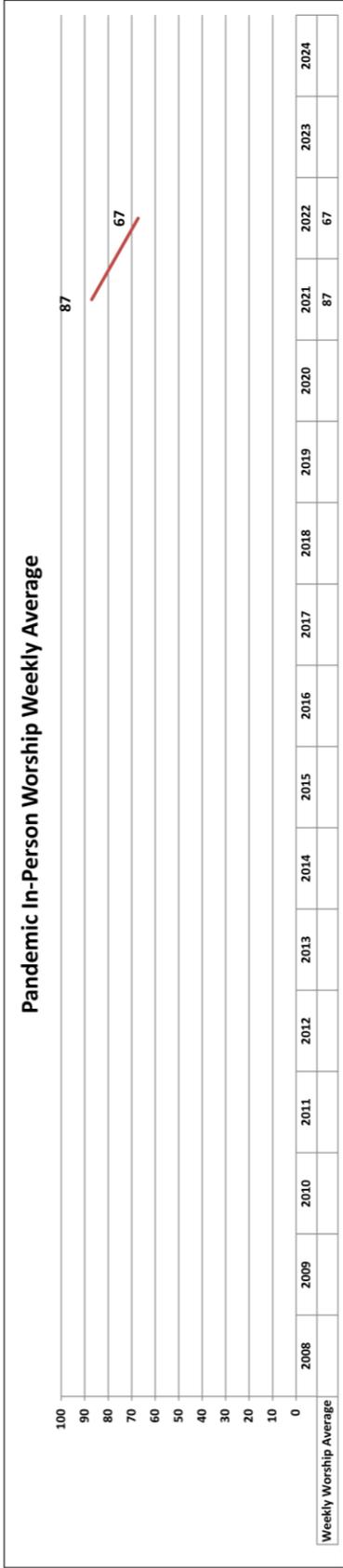
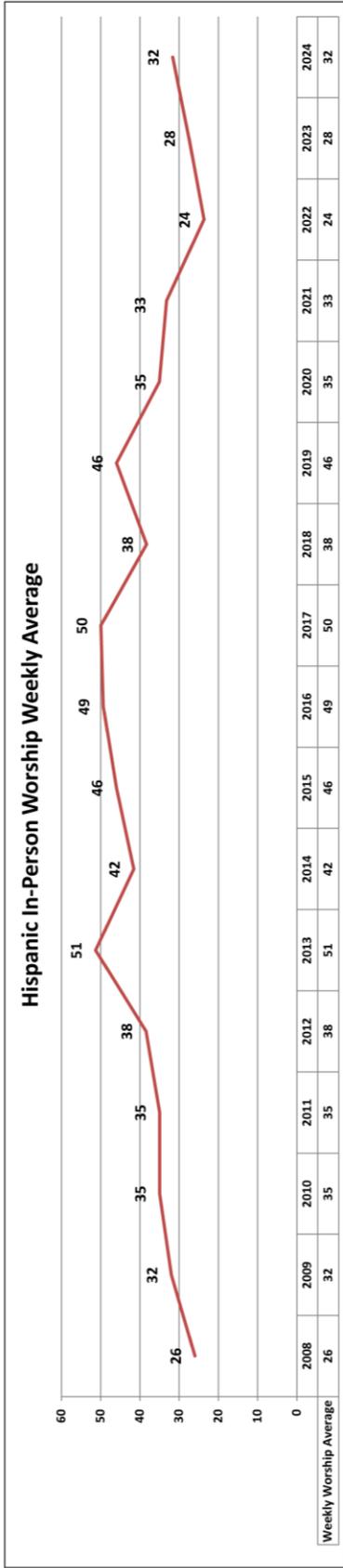


### Combined Traditional In-Person Worship Weekly Average



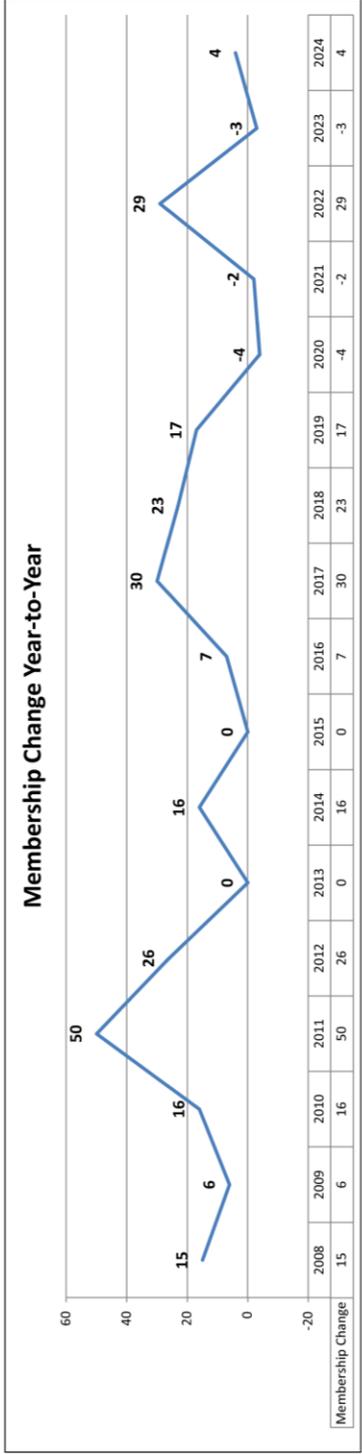
### Rejoice! In-Person Worship Weekly Average

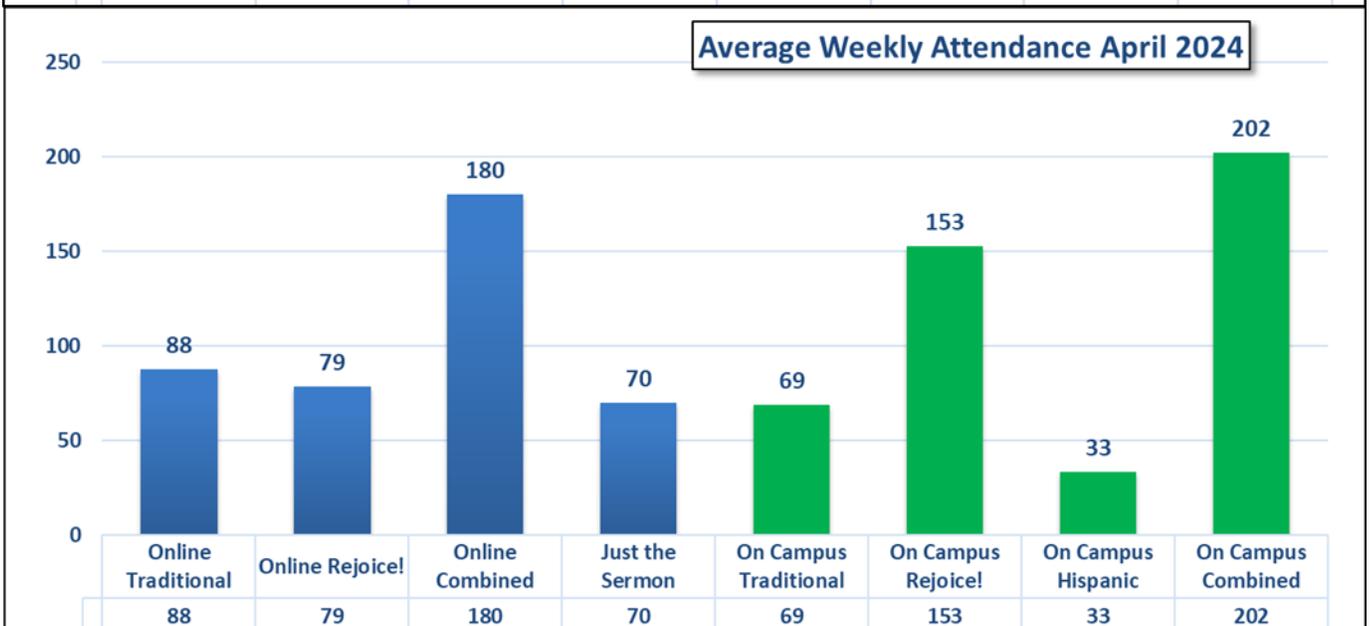
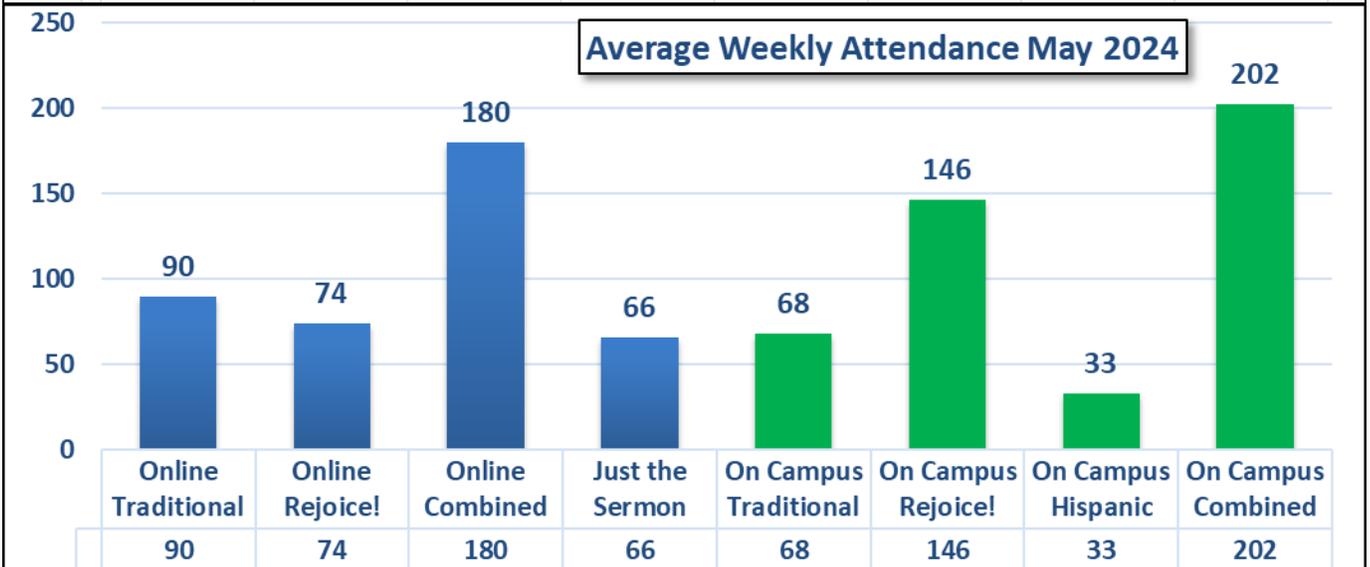
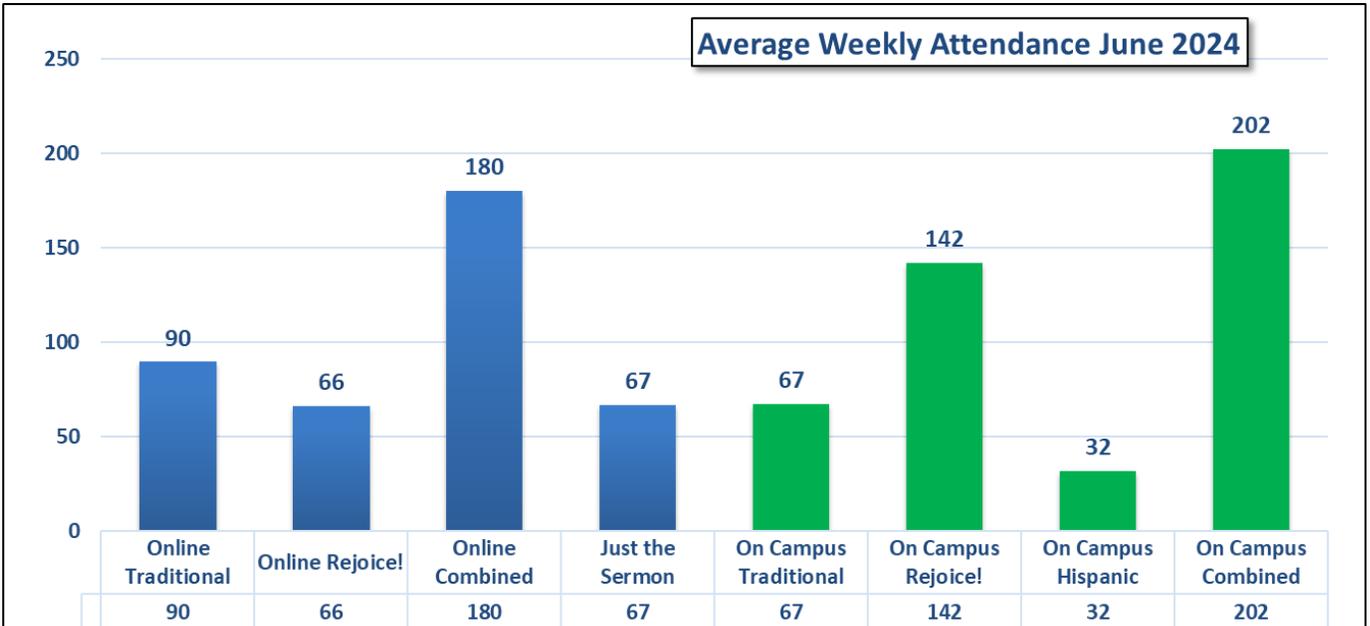




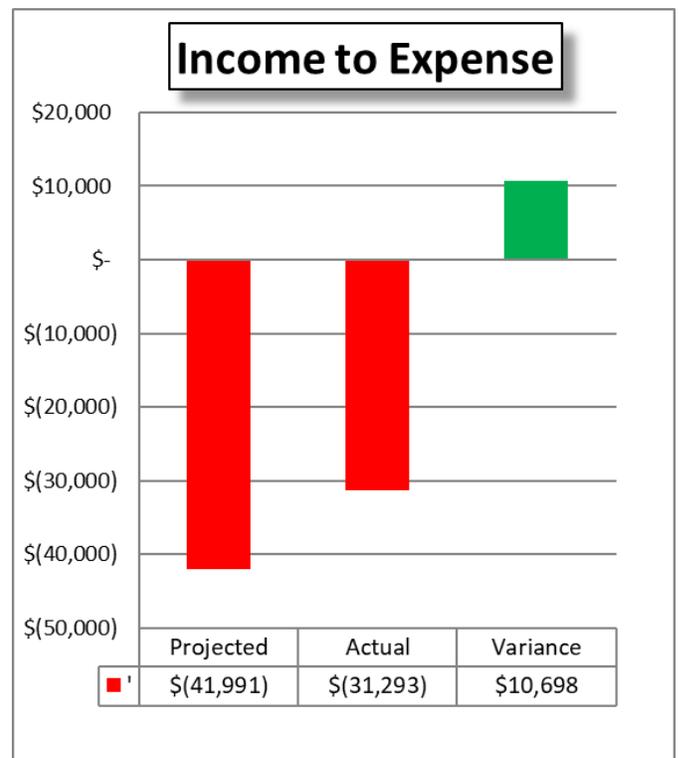
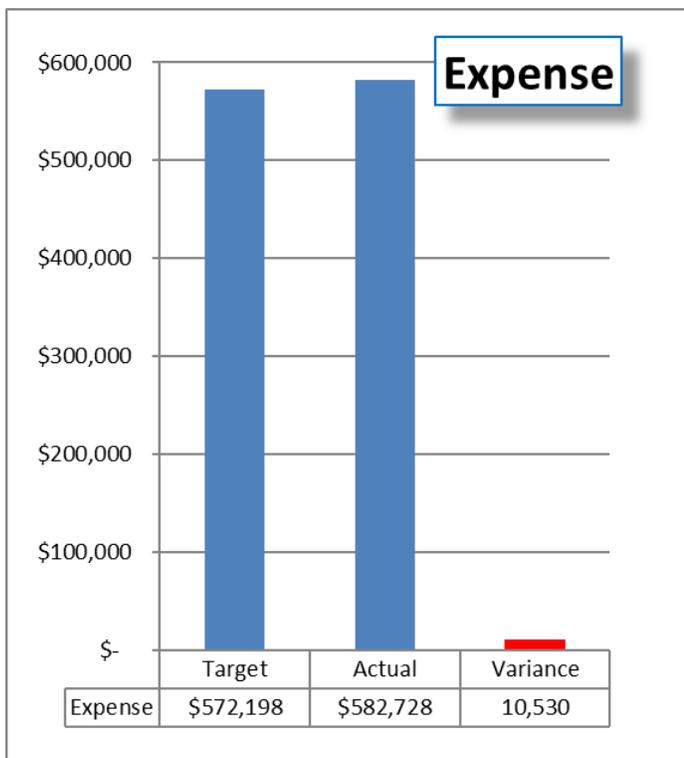
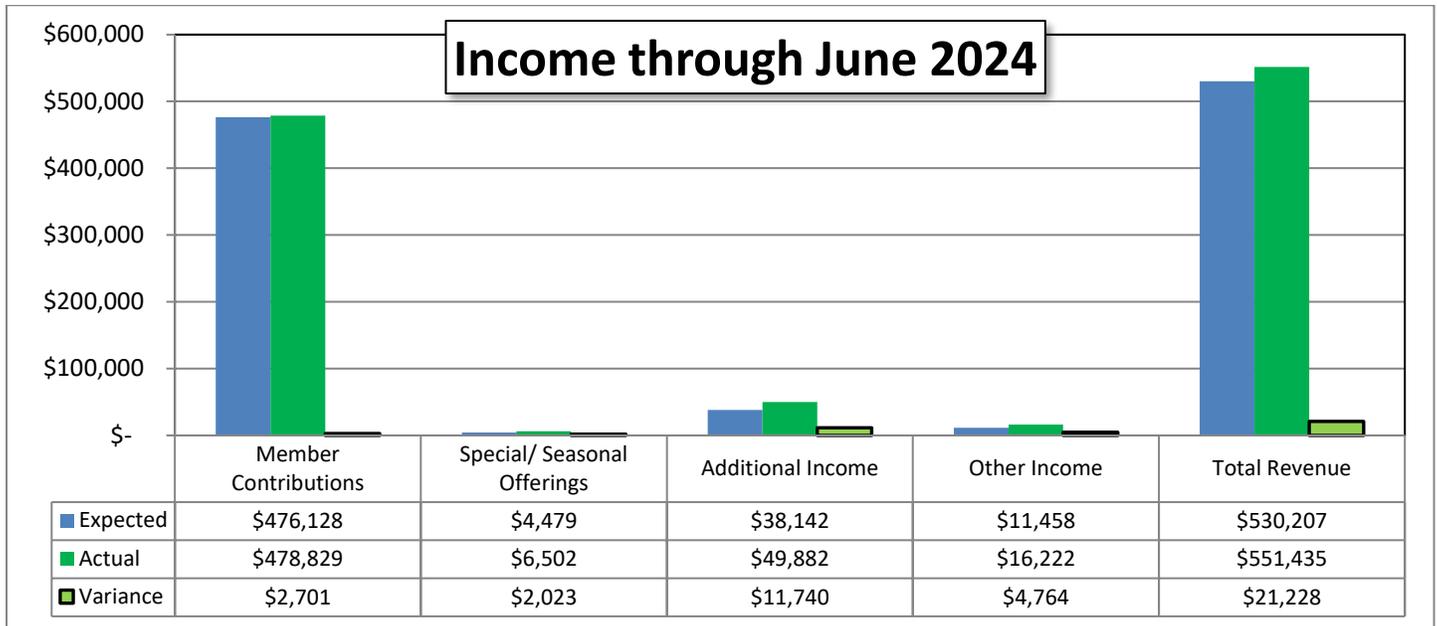
### Membership Change

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Total
Deceased	-7	-8	-9	-5	-13	-13	-12	-18	-11	-14	-14	-2	-11	-9	-6	-12	-3	-167
New Members	24	14	25	55	39	13	32	18	31	44	41	20	11	10	36	14	10	437
Transfer Out	-2					-4		-13	0	-4	-1	-4	-3	-1	-5	-3		-40
Inactive Members																		-147
Net Membership Change	15	6	16	50	26	0	16	0	7	30	23	17	-4	-2	29	-3	4	83





# FINANCIAL REPORT



## **ENDOWMENT POLICY (DRAFT)**

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### **PALM VALLEY LUTHERAN CHURCH ENDOWMENT FUND POLICY**

WHEREAS Christian stewardship involves the faithful management of all the gifts God has given to mankind—time, talents, the created world, and money, including accumulated, inherited, and appreciated resources,

WHEREAS Christians can give to the work of the church through bequests in wills, charitable remainder and other trusts, charitable gift annuities, assignment of life insurance, transfers of property (cash, bonds, real estate) and memorial gifts; and

WHEREAS this congregation desires to encourage, receive, and administer these gifts in a manner consistent with the loyalty and devotion to their Lord expressed by the grantors and per the policies of this congregation.

THEREFORE, BE IT RESOLVED that this congregation, as approved at its January 20, 1985, Congregational annual meeting, authorizing the Church Council to act on its behalf, approve and establish a new and separate fund to be known as "THE ENDOWMENT FUND" of Palm Valley Lutheran Church, 2500 Palm Valley Blvd., Round Rock, Texas.

The terms and conditions for the operation of this fund shall be the following:

#### **ORGANIZATION**

1. The team assigned to oversee, distribute, and manage endowed funds shall be known as the Endowment Team.

2. The Endowment Team shall consist of:
  - a. Two Council members elected by the Council to serve one-year terms. They may be reelected to additional terms while they are active Council members.
  - b. Two Congregation Members at Large elected by the Council to serve two-year terms, with one member rotating off each year.
  - c. Finance Team Chair
  - d. Senior Pastor
  - e. Current Council President
  - f. Previous two Council Presidents. The second ex-Council President's term will end as the current Council President's term ends.
3. The Team, from its membership, shall annually elect a Team Leader and Secretary. The Treasurer, Executive Administrator, and a third congregation member elected by the Council shall be authorized to sign checks and all other necessary documents to operate and further the purposes of the fund.
4. The Team shall report semi-annually to the Church Council and give an annual printed report to the Congregation. The Fund shall be subject to the congregation's usual audit procedures.
5. Members of the team shall not be liable for any losses incurred upon the investment of the Fund's assets. The church will hold harmless all past and present members of the Endowment Team.
6. No member shall engage in any self-dealing or transactions with the Fund in which the member has a direct or indirect financial interest.
7. The Team may arrange for professional investment management, if necessary, or as instructed by the Church Council. Expenses, if any, for such management shall be paid for from the Endowment Fund earnings.

## **ADMINISTRATION**

1. Gifts received by the congregation must be consistent with the religious and ethical standards of the congregation. They must be seen to have the economic potential to achieve their designated purposes. To these principles, designated gifts will be administered per the donor's written wishes and unrestricted gifts at the discretion of the Endowment Fund Team. All gifts shall be acknowledged by letter from the congregation and by receipts as required.

2. Only income of endowed funds shall be expended if specified in the terms of such gifts.
3. All gifts received in the form of property other than cash will be converted to cash at its fair market value as soon as practicable or when most feasible for accommodating administration. Gifts received under which life income is retained may be referred to the proper office of the national church headquarters for professional administration.
4. The Endowment Team will be responsible for maintaining a proper balance between income and growth and ensuring the security of the invested principal in full recognition of the fiduciary responsibility of the congregation.
5. Income from the Fund shall be distributed at least annually and at other times as necessary to accomplish a stated purpose or re-invested when stated purposes are not in demand.
6. The congregation should use this Fund's income in its overall mission and ministry.
  - a. Local causes and outreach may include scholarships for higher education, camping, leadership conferences, continuing education, congregational participation in its community programs, and ministry needs of the congregation.
  - b. Denominational or ecumenical causes may include support for various world mission needs, high educational institutions, theological seminaries, humanitarian or relief causes.

## **ENCOURAGEMENT OF GIFTS**

1. Notice of Palm Valley Lutheran Church's Endowment Fund shall be advanced to the members and friends of the congregation by distribution of copies of this endowment fund policies statement, by appropriate brochures, by announcement of the receipt of gifts (with grantor permission) and by such other methods as the committee may deem proper and helpful.
2. Grantors are assured that all gifts are received in gratitude to God and the givers for indicating love, commitment, and loyalty to their Lord and the church's work through this congregation.

3. The giving of unrestricted gifts shall be encouraged, thus allowing for distributions to be made where the most need arises from time to time. Gifts that might be or might become burdensome because of stringent designation shall be carefully evaluated before receiving them. When specific designations are included, they should not be restrictive or make them difficult to administer.

Approved by the Church Council at its regular scheduled meeting on \_\_\_\_\_.

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SUE RUE  
Secretary, Church Council  
Palm Valley Lutheran Church  
2500 Palm Valley Blvd.  
Round Rock, TX 78664

# SURVEY CREATION TEAM

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## Report to the Church Council on Survey Creation

### Introduction:

During the May 2024 Church Council meeting, several critical topics were identified that would require decision-making over the next 12 to 18 months. It was evident that input from a broader representation of the church was necessary for these issues. Vince Brunssen suggested constructing a survey to solicit feedback from the congregation. Consequently, a committee was formed to undertake this task, with Vince volunteering to organize and chair the committee.

### Committee Formation:

In June 2024, a committee was created consisting of the following members:

- Vince Brunssen – Chair
- Jimmy and Katherine Wallin
- Paul and Nancy Kersten
- Gus Reichardt
- Bill and Carlton Sands
- Harold Widmer
- Jessica Brunssen
- Pastor Elroy Haverlah
- John Reed

### Committee Activities:

The committee members independently generated a number of questions. On July 3, 2024, they convened to discuss these questions collectively. The meeting was productive, with vibrant discussions that led to the creation of several additional questions. The guiding principle in generating the questions was to keep Christ and the mission of PVLC at the center.

### Question Organization and Survey Drafting:

The generated questions were grouped into general categories and documented. The committee chair then categorized the questions and utilized AI to further organize them, remove redundancy, and produce a first draft of the survey. This draft was subsequently refined through email communications among committee members.

### Conclusion:

The final draft of the survey is now presented to the council for review. The committee believes that this survey will provide valuable insights from the congregation, helping to inform the council's decisions on the critical issues discussed.

## Introduction

Hello, fellow members of Palm Valley Lutheran Church,

We, the church council, kindly ask for your time to answer a few survey questions. We acknowledge that our church faces several challenging issues and seek your feedback on these critical topics. We ask that you prayerfully consider each question and respond as you feel led.

Your responses will be anonymous, and the results will be compiled into a report to help inform the council's decisions. This report will also be shared with the congregation to ensure everyone can access the same information.

We hope you will take part in this survey, which we ask that you complete and submit by [XX/XX/2024].

Thank you for your time and thoughtful responses.

## Church Survey Questions

### Attracting Youth and Young Families to Worship Services

Engaging with youth and young families is a priority for us, and we aim to make Palm Valley Lutheran Church a welcoming church home for them.

- What specific activities or programs do you think would attract young families to our church campus, and how should we promote these offerings?
- How can we effectively evangelize to young families when they visit, and what methods would help them discover what our church offers and help them grow their faith in Jesus Christ?
- Do you believe we should be more active in community groups where youth gather, and how would you be willing to contribute to this effort?

### Worship Services

We are dedicated to understanding what brings you to worship service regularly.

- What aspects of the service that you attend do you enjoy and feel bring you spiritual enrichment? If there are things that you feel would enhance the service, please share those as well.

We want to understand your perspective if you do not attend services regularly.

- What factors led to your reduced attendance, and what changes or improvements would encourage you to return and participate more regularly?

### Giving

We understand that giving to the church is a personal way to thank God and support our community. With changing perspectives on giving and recent economic challenges, we want to understand better how you prefer to contribute your gifts.

- Do you prefer to give through traditional tithes and offerings, through giving of your time and talents, or a combination of both?

- Do you have any other ideas or suggestions for giving and supporting the church's mission? Please share your thoughts and preferences.

### Alternate Income

We are exploring various alternate income opportunities to support our church's mission and financial stability. These could include renting church space to community groups, building a Christian preschool that operates five days a week, or leasing property to businesses to build on providing long-term monthly income.

- What are your thoughts on these potential income-generating activities, and do you have any additional ideas or suggestions for generating alternate income for the church?

### Spiritual Needs

At PVLC, we strive to ensure that your spiritual needs are met in all aspects of your life. We would like to understand how we can better meet those needs outside of worship.

- How well are your spiritual needs being met at PVLC, and what specific changes or additional offerings would make your spiritual experience more fulfilling?
- Would additional education opportunities, more small group activities, greater community engagement, or other factors enhance your growth as disciples of Christ? Please elaborate

### Online/Social Presence

PVLC has worked diligently over the past few years to build an online presence and engage with our community. The live streams, recorded sermons, Facebook posts, podcasts, and other social media outreach has significantly impacted our faith community. However, we believe there is potential for an even more significant impact by creating engaging videos, marketing materials, and other social media tactics.

- What areas of social media, outreach, and marketing tactics do you think would help us engage with and better serve our community?
- If we decided to build marketing materials, make promotional videos, create testimonials, or other similar media types, would you be interested in participating in these events? If so, how could you support this effort?

### Staff Structure and Support

Our current staff has the following makeup:

- Ministerial Staff – Senior Pastor, Intern Pastor, Youth Director, Children's Director
- Music – Rejoice Band Director, Choir Director
- Operations – Executive Director, Front Desk Reception, Media Production, Publications, Financial Assistant, Grounds Maintenance, Building Maintenance

Our current staff works diligently to make PVLC a vibrant faith community and a wonderful place to worship, we recognize the need to expand our engagement with the community and faithfully serve the needs of all our members, particularly among youth, young adults, and young families. Additional staff may be required to support these initiatives.

- What are your opinions on pursuing these growth areas and adding staff, such as a Youth Pastor/Leader, Young Adult Pastor/Leader, Associate Pastor(s), visitation ministers, education ministers, and support staff? If you have other suggestions for staff roles or needs, please share them.