

PALM VALLEY LUTHERAN CHURCH COUNCIL MEETING AGENDA

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

G.R.A.C.E.

Grow in Faith
Reach the Community
provide **A**we-inspiring Worship
Connect in Small Groups
Exceptional Serving

Call to Order

Approve Agenda

Devotion – Vince Brunssen

Consent Agenda

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Other Teams

Other Reports

Executive Administrator & Financial 24

Old Business

1. Strategic Ministry Plan Development
 - a. What version are you/Palm Valley?
 - b. Who do you/Palm Valley want to become?
 - c. Who does God want you/Palm Valley to become?
2. Working Group Reports
 - a. Fundraising Guidance 26
 - b. Rental Income 30
 - c. Alternate Income
3. Senior High Banquet Update, April 28

New Business

1. Endowment Policy and Team Makeup
2. Lax's Farewell – May 12
3. Steven's Farewell – Aug 9
4. Monthly Generosity Presentations – Cultivating Generous Congregations
 - a. How did you leave about giving to Palm Valley?
 - b. When we talk about money, what language do we use?
5. Youth Ministry Director Transition Timeline 38
 - a. Position Description Update
 - b. Job Posting Draft Needed
 - c. Transition Cost
6. Request for Funding – Global Leadership Summit
7. Cemetery Team Recommendation – Repair Cemetery Road - \$28,189 from Cemetery Endowment Fund.

Other Business

- 1.

Information

1. Next Month's Sunday CIC: Early: Rick Salvo; Late: Keith Outlaw
2. Next Month's Council Member for Devotions – Tammy Oetken

Adjourn

COUNCIL MEETING MINUTES

Church Council Meeting March 20, 2024, 8:00 pm, Conference Room

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

Council President Tom Dove called the meeting to order at 7:52 pm.

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

Jason Dufner gave the devotion.

CONSENT AGENDA

The Consent Agenda was reviewed and discussed.

MOTION: David Beck moved to approve the Consent Agenda. Motion carried.

OTHER REPORTS

Executive Administrator/Financial Report – Alan Dunn reviewed the attendance reports; he reminded the council that the worship services will be “going live” on Easter Sunday; the financial reports were reviewed; income is above what was projected by \$14,418, and expenses are higher than projected by \$7,157, overall, we are better than projected by \$7,261.

Pastor Koppel informed the council that Denise Bloomquist, our Youth Director, will be retiring in August.

NEW BUSINESS

1. Cultivating Generous Congregations – Carolyn Koehn gave a report on a course that she, Tom Dove, Pastor Koppel, Steven Namburi and Alan Dunn attended via 4 Zoom sessions focused on helping congregations cultivate generosity; topics included trends of giving, theology of money and feeling comfortable including generosity conversations in church, build relationships, transparency but with the right level of sharing, aligning your mission with your giving asks, and putting generosity into practice. She said that most of the participants were from small congregations.
2. Endowment Grants – Alan Dunn reviewed recurring grant commitments from the Endowment Team, and new grant requests including: 1. Lumin UT Austin Food Pantry (3-year grant); 2. ELCA Intern Program (3-year grant); Backpack Friends (3-year grant); 4. Faith-Based Counseling Center. The Endowment Team recommends approval of these grants.
The council approved the grant recommendations.
3. Create Working Groups – Tom Dove discussed the need to create working groups to work on policies for:
 - a. Fundraising Guidance – Tom Dove, Nancy Wojnarski and Carolyn Koehn
 - b. Rental Income – Keith Outlaw, Susan Ames and Dave Smith
 - i. Weddings
 - ii. Reimbursement Rates
4. Executive Administrator Transaction – Alan Dunn presented the transition budget for the new Executive Administrator, overall, the unbudgeted amount is \$34,618.

MOTION: Carolyn Koehn moved that we accept the transition budget. Motion carried.

OTHER BUSINESS

1. Strategic Ministry Plan Development – Who Do We Want to Become – Susan Ames, David Beck and Keith Outlaw. Tom Dove encouraged the council to think about the question “Who do we want to become?”
2. Confirmation, April 7th – Pastor Koppel reported that he has begun reviewing the exams.
3. Susan Ames reported that April 3rd is game night.
4. Since so many council members will not be able to attend the council meeting on April 17th it was moved to the following Wednesday, April 24th.

MOTION: Jason Dufner moved to adjourn. Motion carried.

The meeting adjourned at 9:00pm.

Sue Rue
Council Secretary

PASTOR KOPPEL'S REPORT

Easter Greetings! Christ is risen!

We had a wonderful Lenten season of drawing closer to God and drawing closer to one another through our shared meals and worship services on Wednesdays. Steven, our intern, even wrote a his first drama sermon (at Palm Brothers coffee shop) for Maundy Thursday and it went very well. Thanks to all the actors and the tech crew for their work.

Easter services were wonderful with cooperative weather, good attendance, incredible decorations and breakfast Tacos. I was able to preach and preside at the English services and also preside at our Spanish service.

Our combined service came off without a hitch and was a blessing in Korean, English, and Spanish. Kudos to the Korean choir leading us off in all three languages. We are truly feeling more and more like a multicutlualar congregation.

We confirmed seven students as they made promises to continue in the life and lifestyle of disciples. These are seven really great young people, faithful and committed to God and our congregation.

Our confirmands included:

- Rex Cleveland
- Jakob Donovan
- Jimmy Hanzlik
- Riley Dufner
- Liesel Tetmeyer
- Hayden Rosche

We have interviewed two candidates for a 2-year intenship here and are waiting to hear back from Trinity Seminary.

We held a new member class (Discipleship 101) on March 17th, and will receive new members on April 14th at the 8 a.m. service.

The endowment committee met and made recommendations.

I continue to meet daily with Steven and we also keep a specific time for teaching/training each week.

Attended a Capitol North Conference meeting with Steven.

Initiated contact with Peggy Hahn with *Lead* to consider strategic planning possibilities here at Palm Valley.

Began exploring options/possibilities with our team regarding our Prayground area and children's ministry during *Rejoice!* Worship.

We said goodbye to Pastor Art Miller with a memorial service here and one at the Enclave on March 23 and 24.

We are looking at the baptisms of Toby and Liam Pachicano in the near future.

We had a G.R.A.C.E. night for our ministry teams. Items we can learn from TREK hospitality include

- Make others' problems your problems.
- Be present.
- Show people that they matter.
- Don't worry about being right.
- Don't miss an opportunity for surprise and delight.

We have a wedding and a blessing of vows coming up.

We have people hospitalized and at least one person near death at the time of this report.

I will be attending the ELCA Conference for Senior Pastors of Large Churches.

Thank you for the privilege of serving alongside you in ministry.

Dr. Dave Koppel
Senior Pastor

Important Dates:

- **April 13-20 Adult Puerto Rico Mission Trip**
- **April 14 new members received at 8 a.m.**
- **April 28 Senior High School Luncheon**
-
- **May 3-5 Synod Assembly in Corpus Christi (all in-person)**
- **May 11 Mother's Day Tea**
- **May 17-19 Women's retreat**
- **May 19 Pentecost**

- **June 14 Water for Africa Day at Dell Diamond [Round Rock Express vs Tacoma Rainiers - MyProVenue™ \(tickets.com\)](#) Code: W4A**
- **June 17 Day Camp Begins**
- **June 23-28 Mission Arlington**

- **July 4 Parade**
- **July 7-12 Camp Chrysalis**
- **July 16-20, 2024 ELCA Youth Gathering**
- **July 22-26 VBS**

- *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*

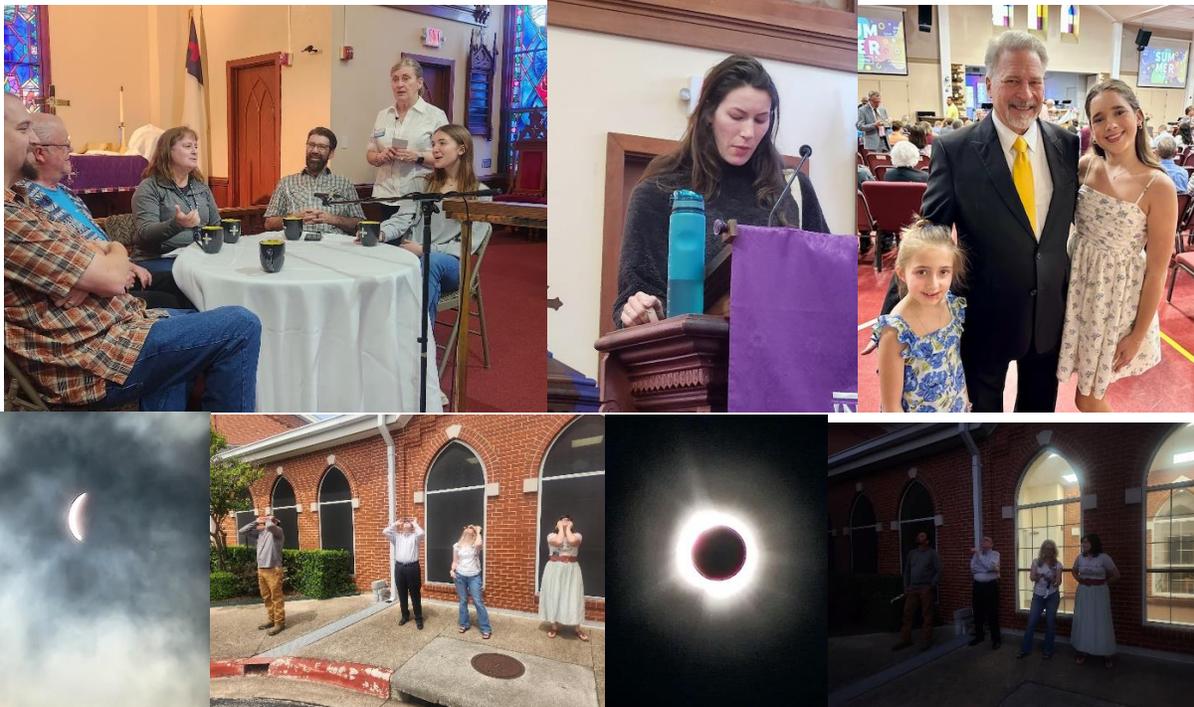
- **November 3 All Saints' Sunday / First Communion/ time change**
- **November 24 Round Rock Community Thanksgiving Service at Community Christian Church**
- *November 28 Thanksgiving*

- **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 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

March Report to the Church Council

Dear Respected Members of the Church Council,

As spring helps our renewal and growth, I am eager to share the progress and activities that have marked our ministry throughout March. This past month, we've continued to engage in spiritually enriching and community-building events, furthering our mission and my personal development as an intern pastor.

Lenten Services and Creative Ministry: March has been a spiritually significant month, highlighted by our Lenten services. I've had the opportunity to explore and implement new methods of conveying Christ's message, mainly through dialogues and skits. I am particularly proud of the skit I wrote for Maundy Thursday. This creative endeavor allowed me to engage our congregation uniquely and meaningfully and assured me of my ability to contribute creatively to our ministry. I am grateful for the encouragement and support from Pastor Dave in pursuing this new direction.

Pastoral Support and Community Engagement: This month, I attended the funeral of Pastor Art Miller, offering support to his family and our church community during this time of loss. Additionally, I visited Peggy Almquist at the Trinity Care Center and continued the vital ministry of visiting our homebound members; I spent time with Leonard and Connie Aitkens, Emily Fehlis, Betty and Don Hester, Ilse H Newlon, Fritz and Betty Hodde, David Teinert, George and Joy Warriner, Robert Behrens, Carroll Pimpler, Pat and Herb Wolff, Wilma Peterson, Margaret Hitzfeld, Nancy Kind, Johnnie Pecht, Barbara Williams, and Roy Krienke, and Rose Lee Stratton. Each visit was an opportunity to provide spiritual support and companionship. A special visit to Herb in the hospital was enriching, as he expressed happiness for our pastoral care.

Educational and Leadership Development: I attended a deanery meeting with Pastor Dave at Grace Lutheran Church, an experience that enriched my understanding and appreciation for the broader ecclesiastical community. Participating in Grace Night, alongside music, worship teams, and council meetings, further deepened my knowledge of various aspects of church leadership and community engagement.

Academic and Candidacy Work: This month, I was fully engaged with academic assignments, including writing papers on the New Testament, crafting book reviews for both New Testament and Christian Education classes, and preparing my Approval Essay and Roster Minister Profile.

As I progress, I am grateful for the support, guidance, and fellowship from the Church Council, Pastor Dave, and our entire congregation. I am excited to continue our journey, deepening our faith and serving our community with renewed spirit and dedication.

Here are a few pics from home visits:



YOUTH MINISTRY DIRECTOR

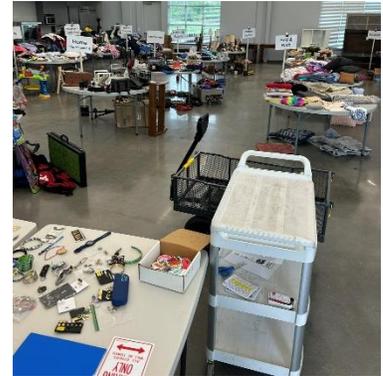
Wednesday Night Youth

The youth has been joining the congregation for the Lenten meals and attending the Lenten services on Wednesday night. Many of them have even participated in the Lenten dramas.



Youth Activities

The Youth/Children's Garage sale was held in March. All proceeds from the Garage Sale go to support kids going to camp. Many members donated items for the sale. We were able to raise over \$3000.



The youth served Good Friday Lenten meal of a Baked Potato bar for both the noon and evening service.

Easter Breakfast Tacos were served to the congregation at each Easter morning service. Many volunteers helped to make over 300 tacos.



Denise's Activities

I have been hard at work helping to plan the Adult mission trip to Puerto Rico in April. There will be six people from Palm Valley and 12 people from Emanuel's in Seguin. We will be staying at the Lutheran Camp outside San Juan again and doing service for the camp and one of the churches in San Juan.

I continue in the Stephen Ministry role, where I am able to support youth and families in times of struggle. Confirmation class continues for seven youth in the 201 class and seven youth in the 101 class.

I continue as the Synod's liaison for the ELCA Youth Gathering in New Orleans in the Summer 2024.

CHILDREN'S MINISTRY

Children in Worship

April 21st will be Children's Sunday at the Rejoice! Service. All the music will be songs familiar ones from Sunday school, JAM, Preschool or Camp.

April 14-28 we are surveying our children's parents about children in worship, specifically about the Playground and the possibility of adding a "Children's Church" for children ages 4-8 that would take the children out during the sermon time and bring them back for communion. During the short 10-15 minutes we would highlight a Bible story and a part of our worship service giving children a time to ask questions and to practice taking part in the service when they are older.

We are adding "Sermon Notes" handouts to the Bible story bags so older children can be more engaged in the service.

JAM

JAM is back to our regular schedule, Wednesdays from 5:45-7:00.

Sunday School

Sunday school is continuing as a regularly scheduled activity on Sunday mornings.

Bible Study for Women

"The War Room" is our current Bible study and is offered on Thursday mornings. We also plan to take a break whenever there is a Women's Forum and attend those this year.

Children's Ministry Team

For now, our Children's Ministry is asking for parents input through email and surveys in order to plan ministries to fit our families faith formation needs.

Future Plans

Our next VBS Leadership meeting is May 14th at 7pm.

VBS Volunteer Registration opens April 21st. Student registration will be open May 1st. Preschool will offer Preschool Story Time again this summer. More information will be announced later.

Spring and Summer Dates

April 21- Children's Sunday

May 22- last JAM, family dinner and celebration of 5th graders

June 17-21- Day Camp here at Palm Valley

July 7-12- Camp Chrysalis

July 22-26- VBS

ENDOWMENT

Minutes
PVLC Endowment Team
Monday, March 18, 2024
6:30 pm

Members attending: Bil Sands; Dave Smith; Joy Kovar; Linda Dufner, Team Leader (attended only 1st half of meeting by Zoom), Nancy Wojnarski; Pastor Dave Koppel; Scott Brandt; Tammy Oetken & Tom Dove

Members not attending: Carolyn Koehn; Michael Koehn; Mike Robinson & Roland Krienke

Staff attending: Alan Dunn (Alan lead meeting because Linda had to leave before meeting adjourned)

Visitor: Kyle Davidson from Davidson Capital Management, Inc.

Linda Dufner welcomed everyone & asked Pastor Koppel to lead us in prayer.

Linda asked if someone would take minutes, and Joy Kovar volunteered.

Linda thanked Kyle Davidson for joining us this evening and for giving us an update on the PVLC Endowment Fund Account. He distributed Investment Reviews from October 1, 2023, to December 31, 2023, & also from December 31, 2023, to March 15, 2024. Kyle discussed market comments, investment performance & asset allocation/capital flows/bond analysis /projected income.

PVLC Endowment Fund

There was a motion made for the two items under Tabled Grant Requests to be removed from the tabled grant request & all were approved to be removed from the table.

:

1. Preschool Facility Upgrade (Year Three of Three Year Requested)
2. ELCA Intern Program (Three-year grant)

We reviewed & discussed each grant request and then voted on each one separately.

1. RR Serving Center (Year Two of Three-Year Request 2023-2025) - Motion made to approve this grant by John Reed for \$17,250. Motion passed.
2. Eight Recurring Grants - Dave Smith motioned to approve all eight requests totaling \$107,150. Motion passed.
3. Preschool Facility Upgrade (Year Three of Three-Year Request) – Motion made by Scott Brendt to table this request – we are willing to fund the request once they provide a detailed report for a 5-day program and ensure they include all required documentation.
4. ELCA Intern Program (Three-Year Grant): Motion made by Tom Dove to approve grant totaling \$58,600. Motion passed with seven approved & 2 opposed.
5. Lumin UT Austin Food Pantry (Three-Year Grant) – Motion made by Tammy Oetken to NOT approve the \$20,000 request & all approved to NOT approve. Another motion made by Tammy Oetken to approve \$10,000. & motion passed.
6. Global Service Network – Deaf Mentoring Project – Motion made by Pastor Dave to **NOT** approve this request of \$20,000 & motion passed to **NOT** approve grant request.

7. Backpack Friends (Pflugerville) (Three-Year Grant - \$30K per year) – Motion made by Bill Sands to approve the request of \$30,00 & motion passed.
8. Faith-Based Counseling Center – Motion made by Dave Smith to approve \$58,850 once they received their 501(C)(3) status & provide minutes with a list of their Board of Directors/officers - Motion was passed (approve by 7, 1 abstained & 1 voted no).

\$281,850 - Total approved grant requests

\$281,850 – Estimated Funding Available (5%)

\$ 0.00 - Balance

Trinity Place Senior Care Fund

1. Transportation Ministry for Seniors (Three-Year Grant – Motion made by Tammy Oetken to approve this request of \$11,740 & motion passed.
2. Senior Access Texas (Three-Year Grant - \$60,000 per year) – Motion made by Tom Dove but amended by John Reed to change the requested amount to \$30,000 & motion passed grant request for \$30,000.

Meeting adjourned at 8:50 pm. & closed with the Lord's Prayer.

Minutes prepared by Joy Kovar

EVANGELISM MINISTRY

Evangelism Team Meeting April 1, 2024, 7 pm, Parish Hall

Attendees: David Beck-Council Member, Sally Cotton, Paula Dietz, Linda Dufner-Council Member, Melissa Felfe, Peggy Felfe, Joy Kovar and Linda Reed-Council Member

Not attending: Angela Beck, Donna Balshaw, Pat Jacobs and Rita Whitely

Peggy, the acting **chair**, opened the meeting with prayer.

A motion to approve the **February 5, 2024 Minutes** was made by Joy, with a second made by Melissa, and the motion passed.

In **Old Business**, Sally reported on the **First-time Guests** program. There are still volunteer contacts needed in the months of April, July, August, November and December. Sally will be the contact for any months that do not have a volunteer.

The **Discovering Discipleship New Member class** held on March 17th had eight individuals and five Council Members that attended. The eight attendees will join PVLC at the 8am worship service on April 14th.

The **2024 Fall Fair** will be held on September 28th. Discussion was held on the loss of several key chairs this year, including concessions, kids' games and church liaison. The need for additional volunteers will be a major issue this year. We will also begin working on sponsorships earlier in July instead of our usual August time frame. Our first meeting for this year will be held on April 22nd.

Linda Reed presented the ideas for the **Welcome Gifts for First-time Visitors** to the Welcome Team members. The team liked the thought of having a wooden cross with a PVLC brochure given to the First-time Visitors. Instead of having them in a basket for visitors to take themselves, they would like to see a personal contact with the visitors. It was suggested that if the Pastor can make the announcement that First-time Visitors could see the designated gift person after the service to receive their free gift, we could have a greeter or another member that would be willing to greet them, give them the gift and thank them for attending and invite them to join us again. The program will begin when the team has the funding for the gifts.

Peggy reviewed the **Lenten Meal** that our team hosted on February 21st. She said the pulled pork sandwiches and the coleslaw were really enjoyed by the approximately 75 meal attendees. Next year, we can cut back the pulled pork to three crock pots, the gluten bread to one loaf, one box of individual bags of chips and a smaller vegetable tray. With some of the leftover pulled pork and sides, meals were prepared and delivered to several PVLC members, and they were very well received.

Melissa updated us on the **Bluebonnet Outreach** program. The signs and 100 brochures (25 in each location) were put out in March in four locations around the church. Melissa will check how many brochures are left, and when the count becomes low, they will reprint the brochures and take off the Easter worship service times. Next year, Melissa suggested that we have a volunteer photographer from our congregation to be available at specific times for pictures for a fee. The proceeds from this service would be given to Palm Valley.

In **New Business**, the team picked two dates for **Sundaes on Mondays** events this summer. Paula will contact the church office to reserve June 17th and July 29th for the two events. The **July 4th Parade** was discussed. Paula will not be able to organize the event this year. Another trailer and driver would also have to be found. Our Council Representatives will bring the topic back to the Council.

Joy will begin work on our **2025 Financial Plan** which needs to be submitted to Alan by July 1st.

Paula will **chair** our next meeting on June 3rd.

We adjourned the meeting with the Lord's Prayer at 8:15pm.

Respectfully submitted,
Sally Cotton

REJOICE! WORSHIP TEAM

Rejoice Worship Team Meeting Minutes
April 14, 2024, 10:50 am, Conference Room

Attendees: Jessica Brunssen, Vince Brunssen, Susan Ames, Blake Targonski, Carol Dove, Tom Dove, Alan Dunn

- **Prayground.** The team recommends that children between 18 months and 2nd grade go to the parish hall with Laurie after the Children's Message and come back after the sermon or after the prayers.
- **Adding singers.** Blake is working to recruit additional singers to rotate.
- **Special music.** Blake is working on a special music piece that will include a group of singers, like a choir.
- **Live streaming.** Discussion on reading names on the prayer list and this can't be done for privacy reasons. Discussion on how the service flows with live stream- we need to make everything go more quickly from one part of the service to the next. Probably end the stream before communion. Pastor will pre-record a closing.
- **Life-size nativity -** Susan Ames is working on placing this in the CLC along the west wall during Advent. Maybe add pieces as we go through Advent with a story.
- **Stage area -** Jessica wants the stage walls to be darker. Lighting will be adjusted. The stage has a different appearance through the eyes of the live-stream cameras, and they are working on ways to make it look better. Eventually a bigger screen with different slides on it on the back wall for the musicians and singers can eliminate the music stands on the stage. Other changes will be discussed. There is a plan to raise the platform in front of the stage to stage height and then have a lower platform for the altar.
- **CLC.** Discussion again about making the CLC look more like a worship center. Different flooring, a permanent and larger stage area in front of the current stage. We need to expand the media booth into the Mayfield Parlor. Members are encouraged to keep thinking about improvements that we can make.

TRADITIONAL WORSHIP AND MUSIC MINISTRY

Traditional Worship and Music Meeting Minutes
April 1, 2024, 7 pm, Palm Room

Attending: Ken and Marie Bucher, Marvin Goad, Sue Rue, Sheila Smith and Pastor Koppel
Absent: Sharon and Roland Krienke

Ken called the meeting to order and opened with a prayer.

The minutes of the February 5, 2024 meeting were reviewed.

Motion: Motion made by Sue to approve the minutes as written. Motion carried.

Old Business

Lent Suppers & Services - A brief discussion was held about changing the Ash Wednesday supper that our committee provides. The soups are popular but getting to be more difficult for some of us to make and transport. We talked about having more and different kinds of sandwiches, chips and dips, maybe salad. We will make a decision next year before Lent.

All other suppers went well. The services with the Holden Evening Prayer and the skits went well and participation by the “actors” is appreciated.

New Business

Live Streaming – Live streaming began on Palm Sunday and although there were a few mishaps, overall, it went very well and this is a long-awaited addition to our ministry. The cameras and audio quality are very good. You could actually hear the recorded passion play better online than in person. On Easter Sunday, the choir was not on camera until almost the end of their anthem (the ways to give offering was on the screen) but they could be heard! A few subtle changes in the service have been made to make it flow smoothly and with minimum “dead” time (as readers, choir, etc. move into place). We believe this ministry will be well received by the homebound members and will make them feel that they are still a part of our church community. We also pray that members who have not been attending in person will be inspired to return and share in the community of worship. The services can be enjoyed live or later on our website which is great if you are sick, traveling, etc.

Sue said that the Good Friday service skit props (table, chairs, etc.) were placed in the sacristy after that service and she had to move things in order to do altar guild duties on Saturday to prepare for Easter Sunday. In the future, whoever is in charge of placing them in the sanctuary should remove them immediately after the service.

Marvin said he noted that there were a couple people talking loudly before this very reverent and solemn service and it was a bit disruptive. A suggestion was made to place a sign at the entrance to the sanctuary to “enter in silence” (just for the Good Friday service). Marvin commented about the beautiful job that Arley Howell did on the ending solo.

On Easter Sunday, there were several spring flower wreaths hung on the walls in the sanctuary; some of us were not particularly happy with the way it looked. We (our committee) would like to consult before seasonal decorations are added.

Estimated attendance on Easter Sunday: 109 @ Sunrise; 126 @ 8:00, 285 @ 9:30

Budget submission is due by July 1.

The meeting was adjourned and we closed with the Lord's Prayer.

Respectfully submitted,
Sheila Smith

Next meeting date: June 3, 2024

COOPERATIVE PRESCHOOL

PVLCP Board Meeting
Tuesday, March 19, 2024, Room 18

1. Call to Order: Cassie Cummings at 0934
2. Financial Report: Alan Dunn
 - a. Our silent auction money we raised can go into fundraiser line item or if we put it in designated funds, it will also roll over every year.
 - b. Overall finances are doing well. Our tuition and income is higher than what we projected.
 - c. Budget says we have spent \$2,240 on building maintenance. Alan is going to check on what we spent towards building maintenance and get back to Bailey.
3. Secretary Report: Kasi Moench
 - a. Kasi makes a motion to accept February minutes
 - b. Hannah seconds motion
 - c. All in favor and none opposed. Motion passes.
4. Preschool Report: Bailey Plato
 - a. We've had 3 new kids start. 1 in the 18mos, 1 in the 2's class & 1 in the 4's.

AGE	2 DAY	3 DAY	TOTAL	WAITLIST
18 MOS	2	7	9	
2'S		18	18	
3'S		18	18	
KINDER READINESS	0	17	17	

Total Enrollment: 62

5. Committee Reports:
 - a. Church Council Representative: No update at this time.
6. Action Items
 - a. Texas Day
 - i. Texas Day went really well! All the kids enjoyed having dad volunteers
 - ii. For next year, we will had clean up after to Texas Day Committee duties. Also, we won't add juice to the sign up genius. We will only serve water. Only have 1 dessert for the kids because having all the different options was overwhelming.
 - iii. We used 8 pizzas this year. To keep as a reference for ordering pizzas next year.
 - b. Silent Auction

- i. Silent Auction went well! Being able to print the bid sheets from the auction site made a huge difference.
- c. Teacher Appreciation
 - i. Week of 3/26-3/28
 - ii. Bailey will send out an e-mail this week reminding the parents. The email will include teacher favorites list.
 - iii. We will order teacher luncheon from Chuy's. Cassie will pick up food and bring to school for the lunch.

AGE	3 DAY	CAPACITY	SPOTS AVAILABLE
18 MOS	8	10	2
2'S	11	18	7
3'S	12	18	6
KINDER READINESS	19	24	5

Total Enrollment: 50

- 7. Enrollment for next year at 50
 - a. Jonie & Kelly support the decision to start 2024-2025 school year with 10 kids.
 - b. Our goal is to have 70 kids enrolled for 2024-2025 school year.
 - c. Bailey wants to make tuition for the 2024-2025 school year due on the 6th of each month no matter type of payment and a late fee after the 6th.

Meeting adjourned at 0956.

ALTERNATE INCOME TEAM

Palm Valley Lutheran Church Alternate Income Meeting Minutes April 10, 2024

Present: Linda Reed - Team Leader, Tom Dove, David Kautz, Sue Rue, Alan Dunn, Pastor Koppel.
Excused: Mike Robinson, Barry Hamilton

The meeting was called to order at 6:35 pm. Pastor Koppel opened with prayer.

The team reviewed and approved the February 27, 2024, Alternate Income Team meeting minutes.

Linda updated the team on recent actions in alternate funding for the church:

- The Church received a grant to fund the ELCA Intern Program at Palm Valley for 2024.
- The Council formed two working teams to review current policies for fundraising and rental of church facilities. The Council will receive a report at its next regular meeting.

The Team discussed potential commercial leases of our outlying property areas. Alan presented a layout of our property and the location of a one-acre lease possibility. Tom will contact a local commercial real estate person to discuss this option.

David expressed the importance of developing an investment policy and plan for the Right of Way sale funds. The key is to safeguard the funds and support the mission of the church. Tom stated that the Council is responsible for these funds and will continue to seek input from the congregation on the future use of these funds.

Alan discussed the possibility of leasing our commercial kitchen. This creates potential unrelated business income that would be taxable. He will contact our CPA to get details for the team.

The Team discussed potential grants from David's research. The Team will review the list and provide their input on grants believed to be available and useful to the church.

It was suggested that Pastor Lee may have contacts to connect with Samsung and local chamber of commerce to see how the Korean church and Palm Valley can help support the expected increase of people and families from Korea. Alan will discuss with Pastor Lee.

The meeting was adjourned at 7:42 pm.

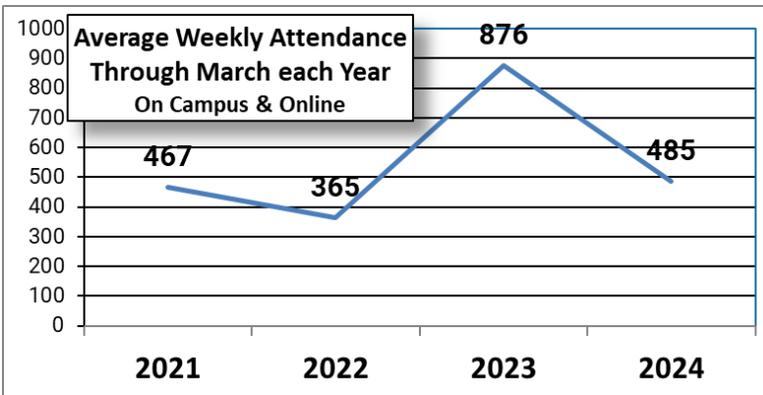
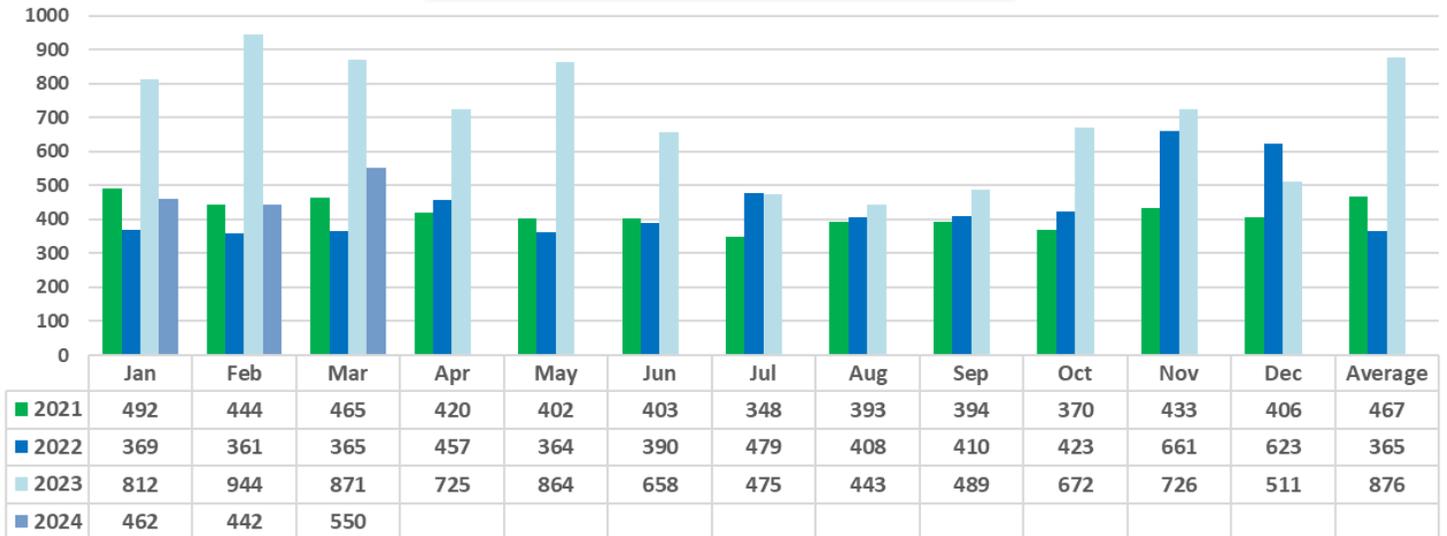
Our next Team meeting is May 29, at 6:30 pm, in the Conference Room.

Submitted by:

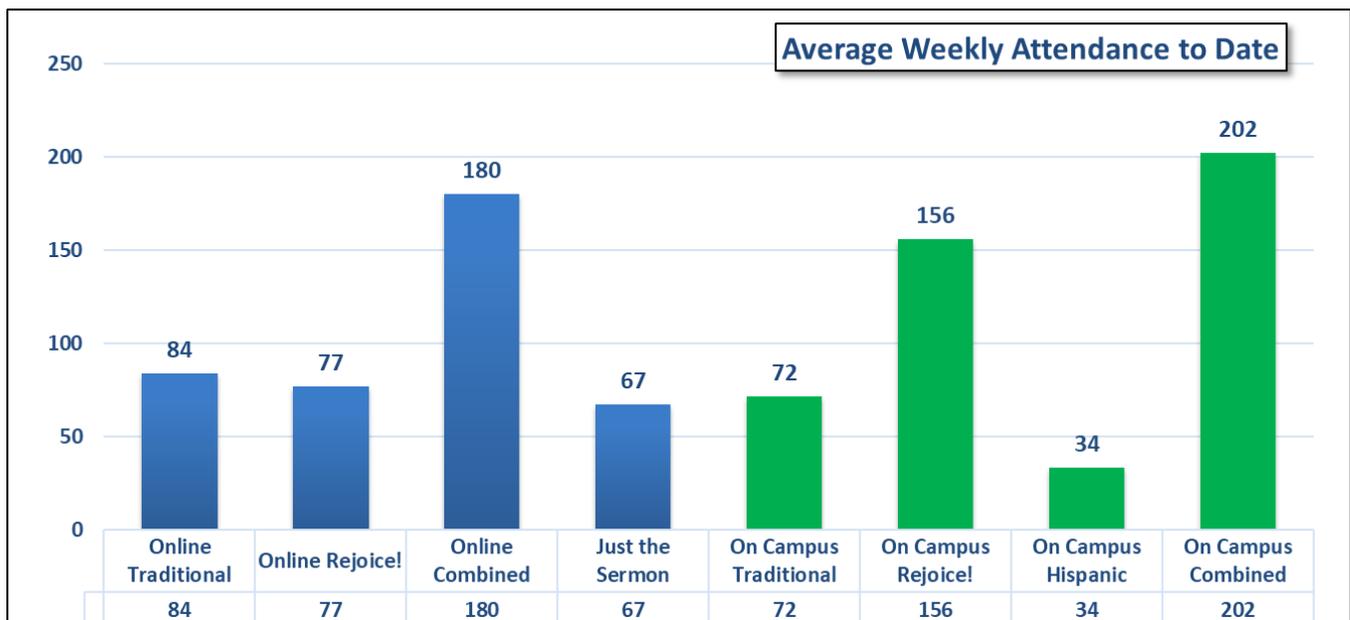
Alan Dunn
Executive Administrator

EXECUTIVE ADMINISTRATOR

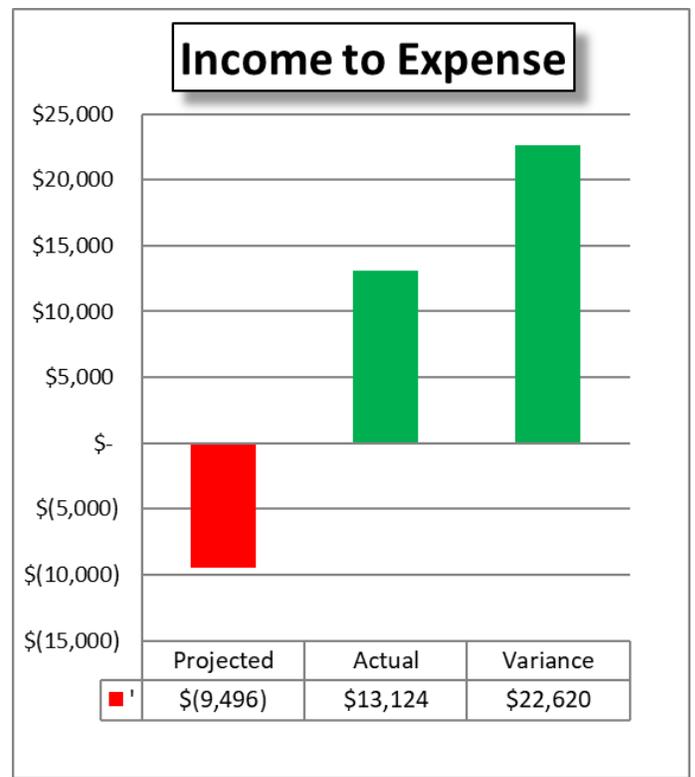
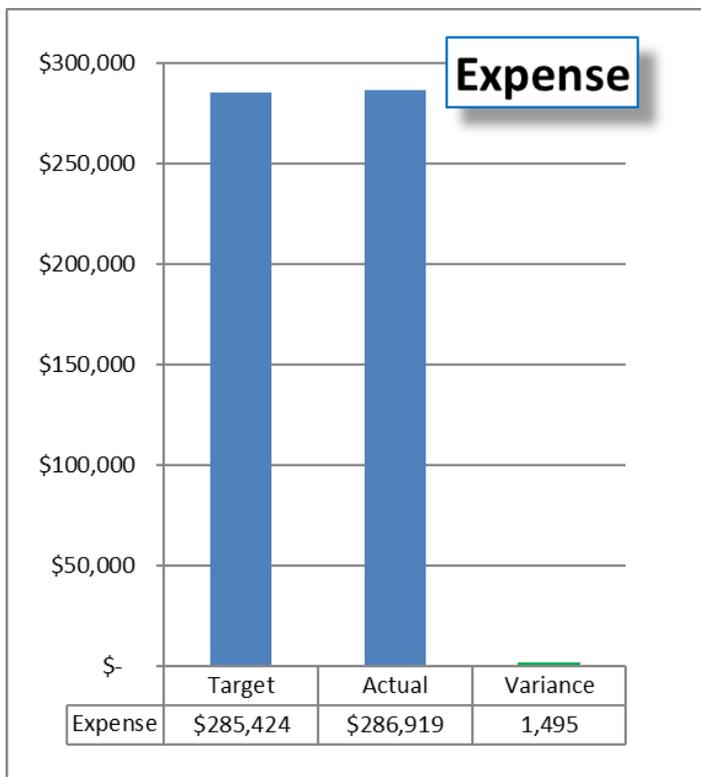
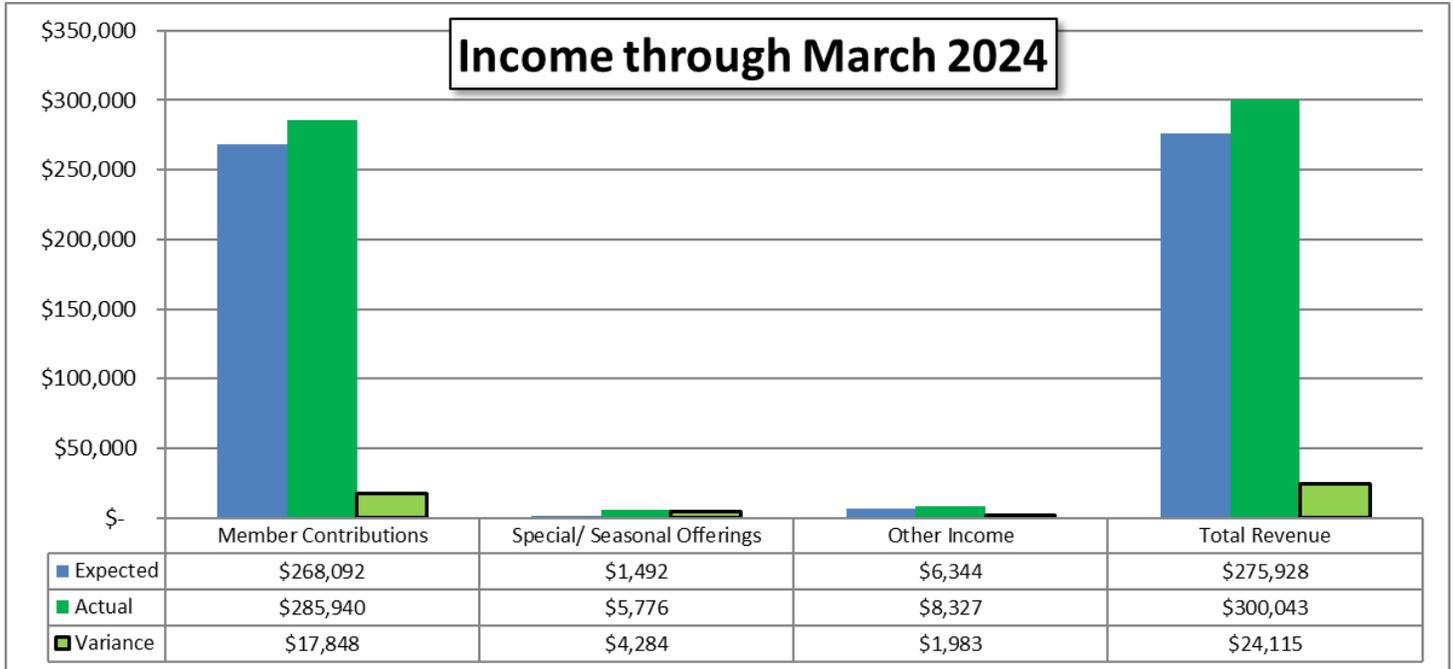
**Average Weekly Attendance by Month
On Campus & Online**



Average Weekly Attendance to Date



FINANCIAL REPORT



FUNDRAISING GUIDANCE

PVLC Policy for Fundraising:

- Scope
- Administration
- Fundraising definition
- Evaluating organizations for fundraising
- Frequency of fundraising
- Commitment to donors

Scope: Palm Valley encourages activities that advance our mission and vision. Sometimes, these activities include requests for monetary donations or gifts of physical goods. Our fundraising policy aims to ensure that these activities continue to promote PVLC's mission and vision with positive impacts inside and outside our church. Further, the policy outlines the frequency of fundraising activities to ensure the causes we support can have a maximum impact. In all our activities, we commit to donor privacy.

Administration

Who will administer the policy? What is the process for getting on the calendar? Will it be first come, first served? Is there an exception process? Who approves exceptions? Is there an appeal process?

- Who in the organization should evaluate proposals for new events?
- Is there a minimum net profit goal for an event (such as 50 percent of gross proceeds or a specific dollar amount)?
- What are the demands on staff time?
- Are volunteers available to work on the event?
- Is this event similar to others in the area?
- Who is authorized to sign contracts with vendors and suppliers?
- Will any publicity that uses your organization's name in connection with the event be cleared first by your organization? Who is authorized to release its use?
- Does your organization have any restrictions regarding possible event sites, specific sponsors, and/or donor recognition?
- How will the post-event evaluation be conducted?

Fundraising definition: any request for cash or non-cash donations, exclusive of requests for personal time or volunteering.

- Includes
 - Cash donations
 - Special offering appeals
 - Non-cash donations
- Excludes:
 - donations of time and volunteering at events where cash and non-cash donations are not part of the event scope
 - events where cash donations are optional (ex: fall fair)
 - Endowment Fund activities
 - Organizations that rent PVLC as a venue for their fundraising events
 - Marketing of PVLC property rental opportunities
 - Bereavement committees for member funerals
 - Caring Angels requesting support for members (ex: meals during surgery recovery)

Evaluating Organizations for Fundraising

PVLC seeks to support fundraising activities that promote our mission and vision.

- Palm Valley Ministry Fundraisers (internal)
 - In general, there are no restrictions for events supporting PVLC ministries that are part of our ministry plan. The council may request details about the fundraising events to confirm that activities align with the PVLC's mission.
- External organizations
 - 501(c)3 certification must be provided
 - Promotion of external organizations within the church for awareness or advertising should support the mission and vision of PVLC. The policy administrator may reject an organization not aligning with PVLC's mission and vision.
 - Organizations that receive donations from PVLC endowment funds must receive approval to hold any additional fundraising events at PVLC

Frequency of Fundraising

PVLC seeks to maximize the impact of fundraising efforts and believes that the frequency should be limited to a maximum of one per week with a limit of two per month. The policy administrator may approve exceptions to the frequency.

Commitment:

PVLC commits that contributions shall be used in accordance with fundraising intentions. All fundraising activities shall indicate:

- Who is sponsoring the event?
- Who is the beneficiary of the funds raised?
- Who is the official spokesperson, if any, for the event?
- Who is the primary contact for the event?

Further, Palm Valley commits that donors' information will never be sold to, rented, or exchanged with other organizations. All information concerning donors or prospective donors (including their names, addresses, and telephone numbers; the names of their beneficiaries; the amount of their gift, etc.) shall be kept strictly confidential by PVLC, its staff, and volunteers unless permission is obtained from donors to release such information.

From Tom's list, there are many that I would consider fundraisers and others that I would consider activities. I split the list into two:

PVLC Fundraisers

Youth

- Pancake Breakfast (Fall) – Synod Youth Gatherings
- Breakfast Tacos (Easter) – Summer Youth Missions
- Souper Bowl of Caring – Serving Center
- Soup after the annual congregational meeting - National Youth Gathering
- Garage Sale – Youth Summer Camp
- Women's Tea – April/May -this has been a fundraiser for the youth historically; not sure if the purpose has changed
- ~~- Men's Banquet (I don't see this starting back up.)~~ – agreed no longer an activity

Generosity Ministry

- Generosity Month – August

Preschool

- Preschool Silent Auction - March

Church General

- Stock the Pantry – Intern Pastors

Fundraisers/Sponsorships of external organizations

- Water for Africa
- RRISD FIT (They have asked to have several appeals throughout the year.) - I am not familiar with this one
- Christmas Gifts for the Baptist Children's Home - November

Activities - cash is not requested; donations are appreciated

Evangelism

- Fall Fair - August
- July 4th Parade – June/July

Children- Easter Egg Hunt Candy

Community Care

- LWR School/Health Kits
- God's Work. Our Hands. - July

PVLC Fundraisers:

Youth

- Pancake Breakfast (Fall) – benefits Synod youth gatherings
- Breakfast Tacos (Easter) – benefits summer youth missions
- Souper Bow of Caring (Super Bowl Sunday) – benefits RR Serving Center
- Soup after the annual congregational meeting – benefits National Youth Gathering
- Garage sale – benefits youth summer camp.
- “Men’s Banquet” – hasn’t occurred since 2020 (or earlier?) – benefited youth.

Women’s Tea – historically benefited youth. This year benefits three outside charities.

Generosity Ministry

- Generosity Month – August

Preschool

- Silent auction (March) – benefits preschool, a separate entity.

Fundraisers & Sponsorships of External Organizations

- Water for Africa
- RRISD FIT
- There are others—combine them to highlight on one or two Sundays per year?

Fall Fair

- Sponsorships for some of the events (July)

Donations of Money or Supplies As Requested

- 4th of July parade
- Easter egg hunt candy
- LWR school/health kits
- Christmas gifts for the Baptist Children’s Home (November)
- Stock the pantry. For interns

FACILITY RENTAL WORKING GROUP (CURRENT DATA)

Palm Valley Lutheran Church

2500 E. Palm Valley Boulevard, Round Rock, TX 78664
(512) 255-3322

Facilities and Campus Use General Policies and Requirements

EVENT: _____ DATE OF EVENT: _____

The facilities of Palm Valley Lutheran Church (the Church) are provided primarily as a place of worship, Christian Education, and fellowship and to serve other ministries of the Church.

The Church will, on occasion, make its facilities available to members of Palm Valley and responsible non-profit community groups (the Organization) at such times when use by the Organization does not interfere with the use of the facilities for the ministry of the Church.

The Church reserves the right to refuse or revoke permission to use any meeting rooms or to substitute rooms as necessary to serve the needs of the Church.

General Policies

The Church Council shall be the final authority to grant or refuse permission for the use of the facilities by any organization.

Permission for non-member use of the Church facilities will not be guaranteed more than 12 months in advance of the date requested.

Applications for use of Church facilities must be made in person to the Church Office, and action on the application should be expected within 45 days. The application shall name the individual who will be in charge of the meeting and the individual who will be responsible for ensuring that Church regulations with regard to the use of the facilities are carried out. The Church must be notified immediately if there is any change of the named individuals in charge of the meeting or responsible for carrying out Church regulations.

The individual responsible for ensuring that Church facility regulations are carried out must be a Church member or designee of the church. This individual need not be the person in charge of the meeting but must be present while the member or organization uses the facility. The responsible person will be provided a facility key and instruction on environmental and lighting controls.

Scheduled use of one part of the building is not to be interpreted as entitled to all parts of the building or its grounds. Please inquire at the time of scheduling if other areas are needed.

The member or organization will not share the space with, or assign the space to, any other group without the prior approval of the Church.

Permission for a member or organization to use Church facilities does not constitute an endorsement by the Church of the Organization's policies or beliefs.

The Church shall not be liable for property damage or claims arising out of the use of its facilities by any Organization or member. The Organization or member waives any right to claim damage for injuries suffered while on Church property and, by executing this agreement, promises to hold the Church harmless in the event a member of the Organization, a member of the church, or their invitee is injured.

Members or organizations using the facilities are responsible for ensuring that all areas are left in an orderly and clean condition.

Church telephone use is for local calls only.

Functions must end at 9:00 PM: Music must be turned off by 9:00 PM, and premises must be completely vacated by midnight.

Children must be supervised at all times and are not permitted to play with the fire alarm or telephone. The adult/child ratio must be one (1) adult per six (6) children.

Alcoholic beverages are not allowed anywhere in the Church facilities or on Church property.

Drug Abuse - No illegal substance is permitted on the premises.

No firearms of any kind will be allowed on the property.

No fireworks of any kind will be allowed on the property.

Smoking, or the use of tobacco in any form, is not allowed in the Church facilities. The Event Monitor has the authority to expel anyone who is smoking inside the facility.

No political signs, pictures, or posters are to be exhibited on Palm Valley grounds, facilities, or roadway.

No Floor Preparation to aid dancing (i.e., sand, meal, flour, powder, etc.)

Report any **malfunctions** to the church office as soon as possible.

The Christian Life Center Enclosed Stage is not available for any use. Care must be taken by the group to prevent anyone from standing on the stage ledge or pushing on stage panels.

Sporting events – No black sole shoes to be worn during any sporting events in the Christian Life Center

Policies for Decorating:

1. **Nothing is to be fastened to the walls of any room or hall.** (no tape, nails, tacks, pins, staples, etc)
2. Decorations must be self-standing: lattices are ok.
3. **No rice, birdseed, or glitter inside** or outside the facility. **Bubbles may be used outside only.** This will cause one to forfeit the refundable deposit as this is a risk for possible injury. _____(initial/date)
4. Decorating must be done on the day of the event. Clients/organizations must contact the church for arrangements of time at least one month in advance.
5. If candles are used as table decorations, they must be protected by a hurricane lampshade or be in an approved glass container.
6. No tablecloths or decorations are provided by PVLC.

Food and Drinks: Positively, no food or drinks are to be left in the kitchen, serving areas, freezer, or refrigerator. If anything is left, it will be discarded. **No red, grape, or orange punch** is allowed to be used on-premises, as spills will stain flooring. Paper products are provided by each individual group.

When food is being served, tables must be covered with table covers or tablecloths. No hot items are to be placed directly on the tables.

Dishes and Appliances: No dishes, equipment, or appliances are to be removed from the kitchen or serving areas. Items used must be cleaned and replaced. Coffee pots must be unplugged and cleaned if used.

Caterer: Must clean areas they use. Kitchen floors must be swept and mopped. All sinks and counters must be cleaned, and trash containers must be emptied in the outside Dumpster. Clean and return any serving utensils used which belong to the church. **NO** deliveries may be made prior to the date of function.

Storage: There is no storage space available. The facility is in high demand; nothing is to be left for pick-up at a later date. If anything is left in the facility, it will not be our responsibility. The party is responsible for the removal of personal items and gifts, cleaning off tables, and placing garbage in the trash cans provided.

Arrival time of Caterer, Florist, Cakes, Music, etc.: Arrangements must be made with the church office at least two weeks in advance.

Parking: All vehicles shall park only in the designated paved parking areas and not on the streets or grass areas.

Speeding: **The parking** lot speed limit is five mph. Entrance drive is 15 mph. Speeding will not be tolerated.

Loan of Church Equipment Policy: Palm Valley Lutheran Church will not loan or lease any church property for off-premises use for individual persons, members, or non-members.

I understand the expectations and accept responsibility for my organization and its guests for the use of Palm Valley facilities.

Signature

Date

Printed Name of Person Accepting Responsibility for Event

Palm Valley Lutheran Church
Church Facilities Fee Schedule for Members

Fee includes the first two hours. Additional fees (whole hours only) beyond 2 hours Note: Hourly rate calculation includes all hours the facility is in use, including set-up and cleanup. \$300 security deposit required for all events. Member is responsible for setup, cleanup and lock up; however, an Event Monitor can be requested for fees noted below.	1st 2 hours	Each Added Hour
Parish Hall Includes kitchen and nursery	\$100	\$25
Parish Hall - All Day Package (8am-11:30 pm) Includes kitchen	\$350	N/A
Christian Life Center All Day Package (less setup/monitor fees) Includes kitchen; Does not include Mayfield Parlor or sound booth	\$600	N/A
Christian Life Center only (less setup/monitor fees) Includes kitchen <u>Does not include Mayfield Parlor or sound booth</u>	\$100	\$25
Christian Life Center – Kitchen	\$20	\$5
Mayfield Parlor (bride's room)	\$15	\$5
The Back Porch	\$150	\$25
Palm Room	\$25	\$5
Sanctuary – Wedding: Rehearsal and Ceremony Includes Bride's Room, Groom's Room Sanctuary Sound System	\$300	\$0
Sanctuary – Funeral Includes Parish Hall, Palm Room or Mayfield Parlor	No Cost	No Cost
Sanctuary – Recitals piano/organ Sanctuary only	\$100	\$10
Event Monitor	\$188	\$27
Sound System and Operator	\$81	\$27
Wedding Monitor (Required for all weddings; does not include receptions – see event monitor above)	\$270	\$0
Set-up/Take-down Fee 1-200 People - \$188 201-500 People - \$296		

Fee Payment Schedule:

One third due 12 months prior to event (or at time of booking), whichever is shorter.

Two thirds due 6 months prior to event

Balance due 2 months prior to event

Refunds for cancellations: In case of cancellation, refunds are made as follows:

Event cancelled within:	12-9 months:	75% of amount paid.
	9-6 months:	50% of amount paid.
	6-2 month:	25% of amount paid
	less than 2 months:	No refund

October 2021

Palm Valley Lutheran Church
Church Facilities Fee Schedule
Non-Members

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

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

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

Two thirds total is due 6 months prior to event

Balance of total is due 2 months prior to 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 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 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)

A walk thru inspection by the Event Monitor and the client/organization will take place at the time the church facility is opened for client. A similar walk thru will be made at the time the client leaves the building. A check list will be used to note building's condition and highlight rules. If there has been no damage, the damage 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.

1 **Draft Congregational Policy on Alcohol Use for Facility Rental Events**
2 **(i.e., weddings, reunions, parties, etc.)**
3

- 4 • Palm Valley allows rental of designated areas of its facility for events that desire to serve alcohol. The
5 Parish Hall is excluded for use by these type of events.
- 6 • Events where alcohol is consumed will not be scheduled during preschool, youth, children, church
7 ministry event hours or on Sundays.
- 8 • Any organization or individual renting the facility shall hire a full-service bartending company that will
9 provide the alcohol. In compliance with state law and the Texas Alcoholic Beverage Commission, we
10 require that all alcohol be served by a TABC certified bartender. No alcohol is allowed at any event
11 that is in celebration of a minor. For example, High School Graduation, birthday party, etc.)
- 12 • Alcohol consumption is not permitted outside except in designated areas with prior approval from the
13 Executive Administrator.
- 14 • Anyone wishing to host an event at the Church where alcohol is served must obtain written
15 permission from the Executive Administrator at least 30 days before the event.
- 16 • The hosting organization or person responsible for the event assumes all responsibility and legal
17 liability for any and all consequences of alcohol consumption made on premises and compliance
18 with this policy. The hosting organization or person responsible will sign an agreement to this
19 effect.
- 20 • Hosting Organization/Person Responsible for the event must:
 - 21 ○ Purchase a host liquor liability policy with at least \$2,000,000 in limits, and must name Palm
22 Valley Lutheran as an additional insured (not certificate holder) on the policy. The host must
23 provide Palm Valley Lutheran with a certificate of insurance coverage from the insurance
24 carrier at least 15 days before the event.
 - 25 ○ Contract with a Texas Alcoholic Beverage Commission (TABC) licensed bartender. There are
26 two primary classifications of certification: (a) a certified individual, (b) a certified business or
27 establishments. All individuals, whether acting as independent contractors or working for a
28 firm, must maintain certification to legally serve alcoholic beverages. A business entity may
29 also become certified to both sell & serve, which requires additional certification.
 - 30 ○ Agree to ensure adult supervision of all guests under 21 years of age.
 - 31 ○ Hire a minimum of two off-duty, licensed, uniformed police, sheriff, or constable. A ratio of
32 two security officers for every 250 guests or portions thereof must be hired by the hosting
33 organization/person. Provide proof of hire to Palm Valley. No private security shall be hired.
 - 34 ○ No BYOB is allowed.
 - 35 ○ Ensure persons who become visibly intoxicated are provided alternative transportation only
36 through for-hire (taxi, Uber, Lyft, etc.).

37 **What can be served**

- 38 • Alcoholic beverages that may be served are limited to beer, wine, and champagne. Hard liquor is not
39 permitted at any time.

- 40 • Non-alcoholic beverages will also be served and displayed prominently with ease of access.
- 41 • Food must be served at all events where alcohol is provided.
- 42

43 **Additional Requirements**

- 44 • Alcohol will not be served within 45 minutes of the end of any event. Additionally, the host,
45 bartender(s), beverage provider, contracted security or any representative of Palm Valley, any law
46 enforcement agency, or TABC, all reserve the right to restrict, limit, or discontinue the service of
47 alcohol to any individual or for any event.
- 48 • All unused alcohol must be removed from the Church's property at the conclusion of the event.

YOUTH DIRECTOR TRANSITION

Youth Ministry Timeline for Hiring

Task

Review/Approve Position Description	4/17/2024						
Review/Approve Salary/Benefits	4/17/2024						
Set Deadline for Applicant Response	4/17/2024						
Advertise Position		4/18/2024					
Review Applicants Complete			6/3/2024				
Schedule Interviews				6/3/2024			
Conduct Interviews					6/10/2024		
Conclude Interviews						6/15/2024	
Select Candidate							6/20/2024
New Youth Director in Place							8/15/2024

Transition Budget for New Youth Director

Not Budgeted

Denise Vacation Payout 16 Days

Increased Health Care Cost - New YD

**Moving Allowance - New YD

Recruiting Cost

New YD Aug to Dec	Cost	In Budget	Not In Budget
Health, Life, Disability	3,520	1,900	1,620
			1,620
Denise's Cost			
Vacation (16 Days)	3,650		3,650
FICA	279		279
			3,929
Additional Cost			
**Moving Allowance			5,000
Recruiting			650
			5,650
Total Unbudgeted			9,579

** If moving to the Round Rock/Austin area and negotiated as part of hiring package.