

Executive Board Meeting Minutes April 2026

Financial Overview

- Review of the statement of financial position (balance sheet).
 - Includes bank balances and liabilities.
 - Special ministry accounts detailed.
- Statement of activity (income statement) discussed.
 - Covers fiscal year from September 1 to March 31.
 - Income and expenses broken down by account.

Budget Analysis

- Current financial status indicates being \$20,000 under expected giving to the church.
 - Mostly due to fluctuations in envelope contributions.
- School tuition is over budget due to front-loaded payments.
 - Anticipation of lower income in the last months of the school year.

Payroll and Expenses

- Inquiry about higher gross payroll costs.
 - Teachers may choose between 10 or 12-month payment plans.
 - Increased usage and overall price hikes noted.

Property and Grounds Proposal

- Proposal for new fans in the sanctuary to improve air circulation.
 - Current fans are ineffective for cooling.
 - New fans estimated at \$14,250, with \$10,000 available in the budget. This item was approved.
- Discussion on parking lot maintenance costs.

- Estimated cost for repairs is \$66,075 for approximately two-thirds of the lot.

Parking Lot Repair

- A truck had a hydraulic leak that damaged the pavement.
- A special collection to "buy a square of the parking lot" could help fund repairs sooner.
- Consider repairing the bad spot, sealing, and lining the parking lot.
- A motion is proposed to hold off on the whole project, repair small spots, and seal/paint for smaller maintenance.

Certificates of Deposit (CDs)

- Look into non-profit specific options to avoid paying taxes.
- LCEF (Lutheran Church Extension Fund) may have short-term CD options.
- LCEF offers a six-month term with a minimum of \$5 at 3.5%.

School Updates

- Enrollment is the current focus, along with staffing needs for next year.
- Total enrollment is about 111, pre-K through 8th grade.
- School musical program is coming up shortly.
- Noelle recycles the musicals, cycling them so kids who have graduated don't reuse them.

Pastor's Report

- Seven meetings including PLI, taught six Bible studies, and three classes at the school.
- One baptism.
- Upcoming: Forester baptism on June 7th.
- Current projects: Working on a comprehensive yearly ministry plan with Nathan.

Parsonage

- Kids rooms and the parsonage room were painted.
- Working with Mark on reimbursement.
- Working on a ceiling project with money given for parsonage upkeep.

Youth and Family Ministry Report (Nathan)

- March event had 38 students, with about six leaving at midnight.
- Collaboration with St. John's for the event was successful.
- Easter breakfast raised \$426, serving about 50 people.
 - 11 individuals received \$32.90 into their youth accounts.
- Upcoming bowling event on May 15th.
 - \$8 per bowler, \$4 for food and drinks, free to hang out.
- April attendance dropped post-Easter break, averaging about 10.
- Ongoing Wednesday night events to maintain engagement.

- Planning for two separate VBS programs: one for kindergarten to fifth grade and a new preschool VBS.
 - Sarah Gable will be the preschool director.
- Activities planned for both church and school settings.
- Joined a new cooperative with LCMC and LCMS congregations in Western New York.
- Meeting held to discuss joint youth events every other month.
- Planned end-of-school-year party on June 24th with activities like slip and slide and kickball.

- Changes to Buffalo account allocations:
 - 25% for scholarships, 15% for service projects, and 50% for other expenses.
- Confirmation of \$15,000 total for National Youth Gathering fund over three years.
 - \$5,000 allocated annually.

Mission Trip Discussion

- Planning a mission trip to Kentucky with Kevin.
- Discussion on the possibility of a second high school-specific mission trip.
- Current balance in the life mission fund is \$6,000, with ongoing fundraising efforts.
- Colleen and the speaker discussed Eight Days of Hope and VBS being the same week.
 - They are considering how to allow people to participate in both.
 - Three-day volunteers for Eight Days of Hope get a one-day pass to Kingdom Bound.
- Suggestion for a summer fundraiser: concession stands at town summer concert series.
 - Elma, NY has a weekly concert series where different organizations serve dinner or run the concession stand.
 - Nathan reached out to the Buffalo Bills about running a concession stand but received no response.
- Nathan is considering having the youth ministry receive a portion of the income from "Raise Right" (formerly known as "Script").
 - Raise Right is a gift card program.
 - Nathan checked with the principals and Sarah about this idea.
 - Nathan wants to push the program and do the legwork for it.
- Stewardship report: None-discussed the need to get a stewardship committee going.
 - Need to get something in place, especially by the fall.
- Payroll company: Teresa wants to switch companies due to responsiveness issues and cost. This was approved.
 - The new company costs less.

Accreditation: Need a representative from the executive board to meet with Robin or Lisa and someone from the board of education to formulate policies.

- Sarah would like to start writing the policies but needs input from the executive board, board of education, and a financial person.
- Brian volunteered to be part of the smaller group working on this as a representative from Executive board.

Meeting Minutes and Communication

- Proposal to post meeting minutes.
 - Suggestion to include a high-level summary in the newsletter.
 - Approved minutes should be included in the next month's newsletter.
- Importance of transparency and communication.
 - Suggestion to include bullet points of significant topics discussed in meetings.
 - Need to avoid over-communication while keeping the congregation informed.

Next Meeting Scheduling

- Proposed dates for the next meeting.
 - Discussion about availability on May 18 and May 20.
 - Consensus to meet on May 20.

Closing Prayer

- Pastor leads a closing prayer.