



S T . M A T T H E W

Living God's Love

Agenda & Reports Congregational Council Meeting

June 17, 2025 at 5:00 PM

Join Zoom Meeting

<https://zoom.us/j/2219534065?pwd=ZjdyVlFtR21lZFBrSW9uS1BFRRFJvQT09>

Meeting ID: 221 953 4065

Password: stmattgl

Telephone (audio only) option:

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Enter Meeting ID: 221 953 4065# (when prompted)

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“Living God’s Love”

St. Matthew Evangelical Lutheran Church

400 North Broadway Street † Medina Ohio 44256

330-725-8885 †office@stmatthewmedina.org †www.stmatthewmedina.org

**St. Matthew Evangelical Lutheran Church
Congregational Council Meeting Agenda
June 17, 2025 5:00pm**

- Call to Order, Roll Call
- Opening Prayer/Devotions-Bruce
- Approval of the Prior Meeting Minutes

Personnel Committee – update on manual, people, organization

- Monthly Updates and Reports:
 - a. Deacon's Report
 - b. Pastor's Report
 - c. President
 - d. Vice President
 - e. Secretary Report
 - f. Treasurer Report
 - g. At Large Members/Liaisons
- Old Business:
 - Risk Management/Safety – panic button – no follow up yet
 - Promise Place funds – update from finance committee? Move forward with help with investments?
- New Business
- Closing Prayer

Next Meeting –07/15/2025 @5:00 pm – Upper Room

June Opening Prayer/Devotions

**St. Matthew Lutheran
Church Congregation Council
May 20, 2025**

President	Jen Knaggs	P
Vice President	Kristine Neate	P
Secretary	Delores Ivan	P
Treasurer	Teri Uttech	P
At Large Officers	Amanda Kotick	P
	Bruce Reed	P
	Marcia George	X
Deacon	Lindsay Stertzbach	P
Pastor	Steve Mahaffey	P

Guest also In attendance: Sandy Andrews and Brian Harris

Roll call of attendees started the meeting.

Opening prayer/devotion was given by Kristine on serving with joy in the congregation.

Reviewed last month's minutes. Amanda motioned to accept the minutes from last month and Kristine seconded the motion. No further discussion. All approved.

Pastor's Report:

In addition to what is included in his report, he gave us an update on the Blessings of motorcycles. This was well received and he is looking forward to doing it again. He mentioned that he received positive comments in the fact that the congregation was very welcoming. Pastor is sharing his schedule and also stated his door is always open if anyone has any questions. The Holy Season went very well; including the Lenten studies.

Deacon's Report:

She gave us an overview of her Sabbatical report. She will be sending an email to the congregation as well as in the Shout Out over the next few weeks.

President's Report:

Nothing to report until further down the agenda. There's more 'Little Jesus' in the Narthex to share.

Vice President: Nothing to report at this time. Needs to follow up on an item and will report the next meeting.

Secretary: Not much more to report other than what is in last month's minutes. The locked door policy is still not being followed. This is a change and as with all change, this will take time. I will be working on updated guidelines to give to all ushers ie. when they are to be in place and associated duties.

Treasurer: Teri went over the allocation for the Promise Place dollars. Those allocated dollars remain in the money market until ready to be used. Teri is preparing an educational piece on this. She said our April offering was down and that's surprising since Easter offering was in there; approximately -\$3500. There was a large item on the property side for \$10,400 for the carpeting downstairs which will come from the \$25,000 grant. Teri obtained a credit card from Huntington to be used for purchases for Luther League gatherings, etc. Organ fund is acct # 33118 on the Statement of Financial Position with a balance of \$7405.69. Deacon Lindsay shared some fund raising activities she's seen around town. Possibly a 5k run/walk/ride. We could utilize Thrivent Grants to support a 5K run.

At Large Members:

Marcia was not present to report on the Personnel Committee.

Amanda mentioned various Fun Fellowship activities scheduled for the future.

Bruce talked about how the church yard cleanup went. It was very successful. Both houses are rented now.

On the Property side of the budget, the window well on the west side of the church has been completed. Parking lot has been patched. Overflow lot was resealed and restripped. Jen gave kudos to Bruce for taking on this huge undertaking with MC Real Estate in renting the houses.

Old Business:

- Risk Management Safety moving forward with panic buttons from Church Mutual and Jen is coordinating with the police.
- Jim Woodard met with the folks that we met with earlier in obtaining grants. Unfortunately, there is no money left for grants.
- Joyce is getting quotes on parking lot lights which we do have money budgeted.
- Updated guidelines are needed for ushers. Alan and Delores will be coordinating this effort and get this information updated and given to all who usher. They need to be at the church early enough to prepare for the

congregation and have the appropriate doors unlocked no later than 30 minutes before service.

- Kristine is waiting to hear back on the status from the Renovation Committee.
- Jen is looking towards the congregation to step up to be a finance advisor for our investment buckets.
- Personnel Committee tabled for now.

New Business:

- Preparations for VBS are underway.
- Operations Homes had leftover items that were donated to us for our pantry.

Next meeting June 17, 2025 at 5:00pm in the Upper Room

May Opening Prayer/Devotion - Bruce

Jen closed the meeting with The Lord's Prayer.

Respectfully submitted,
Delores Ivan

Deacon Lindsay Stertzbach, *Director of Youth and Family Ministries*

Congregation Council Report - June 17, 2025

Summer is upon us, which means many things in the life of St. Matthew! We kicked off our summer worship schedule on June 1 and the Luther Middles held their annual bake sale. In true St. Matthew fashion, the congregation supported our youth and brought their sweet tooth! The middle school youth raised \$351 to help fund their fellowship activities for the next program year. Many thanks to our youth for their delicious baked goods, to Bekah Knaggs and Evan Neidig for helping run the sale, and to the congregation for their generosity!

Several members of our congregation graduated from high school at the end of May, which means it is officially “graduation party season.” I’ve had the joy and privilege of being invited to a number of celebrations for recent graduates (both high school and college) and have been available and able to attend most of them. There are still a few on my calendar in the coming weeks. It is hard to believe that this round of graduates had just completed 4th grade when I began working at St. Matthew. (This Friday, June 20 marks 8 years of ministry for me in this place, and I “celebrated” 7 years of ordination on June 2.)

Summer also means: Vacation Bible School. Plans for VBS are well underway. Our theme this year is “Road Trip: On the Go with God.” I held a volunteer meeting on Sunday, June 8 to gather together and plan in communion with those who will be serving and have had a few follow-up meetings and conversations to discuss more specific details with station leaders. We have a great group of volunteers some – seasoned and others new to helping, including some of our high school youth. I am looking forward to a busy but fun week of learning and growing in faith with children from our congregation and the community at-large!

Following the May council meeting, I shared my sabbatical reflection with the congregation. It has been well received with many people expressing their gratitude, appreciation, and enjoyment for what I wrote. One person said they felt the Holy Spirit moving through it and that it motivated him to come to worship that morning; another person experienced and believed it to be the “closure” that was needed following the events of the last few years. I share that sentiment– it was therapeutic to write (as was my sabbatical) and felt like closing a book and placing it (permanently) on a shelf.

My efforts to reconnect with folks following my time away have continued. I sent messages to some of the families I haven’t seen since my return and will likely send a few more. I have only received a response from one family at the present time. I also extended an invitation specifically to our high school youth to catch up over coffee in a Luther League survey that was sent out last week. Additionally, I contacted the people who served as worship assistants during my leave and invited them to sign up on the

worship calendar Pastor Steve and I use to schedule leadership roles (sermon, children's sermon, etc.) throughout the year. Many have expressed gratitude for being able to serve in this way even though I am back and I had very little feedback/ questions upon worshipping in the pew with Austin and Ellie this past Sunday.

While it has already been 2+ months, I am still adjusting to my new commute on days Ellie goes to my parents' home in Parma. The 80-minute drive twice a day is tiring, some days more than others. It hasn't helped matters that I am combating postpartum thyroiditis – a diagnosis I finally received a couple weeks ago – which has a direct impact on energy levels, among other things not critical to this report. Hopefully the

adjustments made to my medication will be noticeable in the near future, making the drive a little less tiring. That being said, there have been Thursdays that I have chosen to work remotely at a Starbucks near my parents' home so I can give my full attention to work needs while reducing the amount of time/ energy expended while driving by half. My email signature now contains an appointment calendar, which provides specific times I am available to meet and invites people to schedule meetings/ conversations in advance. While this was on my radar before coming back to work, it is something that I was encouraged to do by my mutual ministry team when we met in April. Even though people are welcome to drop by the office, it is helpful to schedule longer conversations in advance when possible. Pastor Steve is also planning to create an appointment calendar through Calendly. Once his is up and running, we will share this information more intentionally with the congregation to make them aware of this new tool.

Following tonight's Congregation Council meeting, I will be helping Zion Lutheran Church (Valley City) in their search for a "Director of Faith Formation" by serving as the ir mock interview candidate. This is a process that the synod encourages congregations to participate in before they interview potential candidates for the position. They will conduct their interview and I will give them feedback afterwards to help them fine-tune their interview skills and offer insight on important questions to

ask/ consider. While I have been asked to share my insight and experiences with other congregations, this is the first time I am participating in a formal mock interview. I am glad to be able to help one of our sister congregations in this way.

I will be taking vacation days June 30-July 7 and July 22-28.

Peace be with you,

A handwritten signature in cursive script that reads "Deacon Lindsay Stertzbach". The ink is dark and the handwriting is fluid.

Deacon Lindsay

Report to Congregation Council
June 17, 2025

It's officially almost Summer, although it certainly hasn't felt that way outside as of yet! I know most of us are ready for some warmer weather and less rain. It's certainly impacted my opportunities to get outside to ride my bicycle ... although the busy schedule here at St. Matthew and my busy personal life have probably had more of a negative impact on that happening than the weather. Yes, it was yet again another busy month and has felt especially so as I've had to prepare for three funeral services in the last two weeks! Betsy Lou Dossman (former organist of St. Matthew), Judy Weir, and Carol Walter all joined the Saints in Heaven recently. I want to thank everyone who contributes to making these seminal events meaningful here at the church, from the musicians, the kitchen ladies, Joyce with set-up, and Deb with the bulletin. It takes many people to help make these days special as we care for our members.

This month, like many months, had the usual number of meetings for me, minus a couple that I couldn't attend due to previous and conflicting commitments. Stewardship met again to discuss a plan of action and continued to figure out the identity of how the group will function together and within the congregation. I met with my Mutual Ministry team, which was way overdue for the year. Both Finance and Property met on the same evening. I had a Zoom meeting with the Synod as I am now a member of the Synod Continuing Education Committee. The Medina clergy group came together for fellowship, support, and to begin discussions/plans for the next ecumenical event for Lent 2026. I attended the final Lutheran Clergy Conference meeting before we break for the summer months. Tonight, following this meeting, I have an ELCA Zoom meeting in anticipation and as preparation for the Churchwide Assembly, which is quickly approaching (end of July).

Visitation this month included more time spent with the families of those who passed as I walked with them in their loss and helped to plan the Celebration of Life services. Between those visits I was able to get out to visit with shut-ins, other members here in the office, in their homes and community, as well as attending a senior graduation party.

This past month we began our Summer worship schedule. Although attendance numbers hasn't blown me away (in fact I've been a little surprised by the lower numbers), those who have been attending continue to comment on how nice it is for everyone to be together. I'm providing you with a copy of the attendance numbers from January 2025 through May. Once we are a couple of months into this schedule I think it would be helpful for us to look at the summer worship numbers in comparison to the rest of the year when there are two services.

This next month I will be on vacation from June 30 through July 6. Rev. Don Frantz will be serving as pulpit supply.

In Christ, with Christ, for Christ!

Pastor Steve

	8:30	11:00	Online	Total present
January 5	56	46	40	102
12	61	31	34	92
19	66	34	40	100
26	69	42	15	115
Average attendance	63	38.25		102.25
February 2	72	55	9	127
9	66	33	43	99
16	61	31	15	92
23	54	51	16	105
Average attendance	63.25	42.5		105.75
March 2	57	42	37	136
9	74	53	20	147
16	73	55	19	147
23	60	52	15	127
Average attendance	66	50.5		139.25
April 6	57	61		118
13	82	45	17	144
	132	113	32	277
27	65	60	36	161
Average Atttendance	84	69.7		175
May 4	80	62	2	144
11	95	55	10	160
18	55	82	18	155
25	95	32	5	132
Average Attendance	81.25	57.75	8.75	147.75

St. Matthew Evangelical Lutheran Church

Statement of Activity

May 2025

	TOTAL	
	MAY 2025	JAN - MAY, 2025 (YTD)
Revenue		
44000 Offerings	32,251.37	164,203.63
44100 Special Collection Offerings	11,794.69	21,234.95
44200 Temp Restricted Offerings	2,083.99	36,302.06
Total Revenue	\$46,130.05	\$221,740.64
GROSS PROFIT	\$46,130.05	\$221,740.64
Expenditures		
51000 Benevolence		
51010 ELCA - Mission Support	1,718.00	8,711.00
51015 ELCA - World Hunger		301.00
51101 Feeding Medina County		1,000.00
Total 51000 Benevolence	1,718.00	10,012.00
52150 Pastor Steve Mahaffey		
52151 Compensation		
52152 Salary	5,689.66	28,448.30
52153 Housing Allowance	2,000.00	10,000.00
52156 Social Security	588.26	2,941.30
Total 52151 Compensation	8,277.92	41,389.60
52155 Benefits		
52157 Retirement & Medical	3,310.74	16,553.70
52158 Continuing Education		450.00
52160 Car/Business Expense	306.31	1,668.78
Total 52155 Benefits	3,617.05	18,672.48
Total 52150 Pastor Steve Mahaffey	11,894.97	60,062.08
52200 Deacon		
52210 Compensation		
52211 Salary	6,676.16	33,380.80
Total 52210 Compensation	6,676.16	33,380.80
52220 Benefits		
52212 Car/Business Expenses		51.80
52221 Retirement and Medical	2,192.52	10,962.60
Total 52220 Benefits	2,192.52	11,014.40
Total 52200 Deacon	8,868.68	44,395.20
52350 Pastor Substitute		282.30
52400 Pastoral Admin. Assistant		
52410 Compensation		
52411 Salary	3,014.20	15,189.43
Total 52410 Compensation	3,014.20	15,189.43
Total 52400 Pastoral Admin. Assistant	3,014.20	15,189.43

St. Matthew Evangelical Lutheran Church

Statement of Activity

May 2025

	TOTAL	
	MAY 2025	JAN - MAY, 2025 (YTD)
52500 Music Personnel		
52510 Organist	1,716.00	7,410.00
52511 Worship Musicians	200.00	800.00
52520 Luther Choir Director	406.60	1,585.74
52530 Kids of the Kingdom Director	135.28	642.58
Total 52500 Music Personnel	2,457.88	10,438.32
52600 Parish Nurse		
52610 Salary	783.33	3,916.65
52620 Mileage Reimbursement		202.51
Total 52600 Parish Nurse	783.33	4,119.16
52700 Nursery Staff	83.55	350.91
52800 Custodian	1,903.11	8,094.24
52810 Bookkeeper	179.58	1,089.88
52900 FICA for Non-pastors	1,126.13	5,414.25
53000 Administration		
53010 Telephone	282.40	1,339.63
53014 Office Supplies	26.98	501.78
53015 ACS Technologies	163.00	1,000.34
53020 Internet	59.95	299.75
53040 Postage	226.80	602.80
53050 Conference Expense	200.00	484.22
53080 Office Equipment	226.76	2,415.39
53090 Office Eq. Maintenance Agmt.		121.00
Total 53000 Administration	1,185.89	6,764.91
53016 Bank charges		50.00
53060 Workers Compensation	350.00	350.00
53120 Finance		23.00
53122 Stewardship Supplies		186.34
53123 Service Cost/Fees - Intuit/Vanc	292.09	2,129.34
Total 53120 Finance	292.09	2,338.68
53130 Property Management		
53131 Supplies	243.72	944.90
53132 Utilities	1,225.57	7,285.41
53133 Insurance	1,201.39	6,085.27
53134 Repairs and Maintenance	2,964.65	7,057.95
53135 Lawn Care/Snow Removal	482.05	4,572.05
53138 Capital Impr/Depreciation Expen	2,300.00	16,859.30
53140 Grace House	2,347.62	4,865.69
53160 Faith House	249.96	1,383.51
Total 53130 Property Management	11,014.96	49,054.08

St. Matthew Evangelical Lutheran Church

Statement of Activity

May 2025

	TOTAL	
	MAY 2025	JAN - MAY, 2025 (YTD)
54000 Congregational Life Ministry		3,000.00
54020 Special Bulletins (Wedding/Funeral)	156.77	313.51
54021 Licensing/Annual Subscriptions		1,269.00
54022 Christ in Our Home Booklets		81.00
54040 Altar Guild	163.25	832.67
54060 Flowers (Altar & Memorial)		755.00
54061 Flowers (Special Occasion - Christmas, Easter)	758.00	1,208.50
54070 Outdoor Worship		10.00
54080 Organ Main.		475.00
54120 Health & Wellness		1,279.00
54130 New Member Receptions		25.93
54160 Adult Sunday School / Bible stu		51.88
54170 Women of the Church Expense	140.35	350.66
Total 54000 Congregational Life Ministry	1,218.37	9,652.15
55000 Comprehensive Youth Ministry		
55010 Luther Middles (6-8 Youth group		194.00
55020 Luther League		650.00
55080 Sunday School (6th - 12th)		
55083 Graduation Gifts/Reception	106.48	106.48
Total 55080 Sunday School (6th - 12th)	106.48	106.48
Total 55000 Comprehensive Youth Ministry	106.48	950.48
56000 Communication Evang. Ministry		
56030 Ads, Spiritual Messages	103.60	1,333.40
56040 Video Spiritual Production	300.00	300.00
56060 Evangelism Outreach		500.00
56065 Website	50.80	50.80
Total 56000 Communication Evang. Ministry	454.40	2,184.20
58000 Small Group Ministry		
58030 Socials & Promotional Items		17.70
Total 58000 Small Group Ministry		17.70
65600 Payroll Expenses	0.00	0.00
67000 Interest Expense	101.63	552.04
67001 Investment Loss		625.94
Total Expenditures	\$46,753.25	\$231,987.95
NET OPERATING REVENUE	\$ -623.20	\$ -10,247.31
Other Revenue		
70100 Interest Income	1,433.50	7,566.98
90000 Released from restrictions	1,775.77	26,055.20
91000 Designated funds carried over	-12,646.45	-53,852.92

St. Matthew Evangelical Lutheran Church

Statement of Activity

May 2025

	TOTAL	
	MAY 2025	JAN - MAY, 2025 (YTD)
92000 Same Year restricted fund usage	-1,172.23	-4,356.09
Total Other Revenue	\$ -10,609.41	\$ -24,586.83
NET OTHER REVENUE	\$ -10,609.41	\$ -24,586.83
NET REVENUE	\$ -11,232.61	\$ -34,834.14

St. Matthew Evangelical Lutheran Church
Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L
January - December 2025

	May 2025				Total			
	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
Revenue								
44000 Offerings	32,251.37	30,625.00	1,626.37	105.31%	164,203.63	367,500.00	-203,296.37	44.68%
44100 Special Collection Offerings	11,794.69		11,794.69		21,234.95	0.00	21,234.95	
44200 Temp Restricted Offerings	2,083.99		2,083.99		41,848.98	0.00	41,848.98	
Total Revenue	\$ 46,130.05	\$ 30,625.00	\$ 15,505.05	150.63%	\$227,287.56	\$ 367,500.00	-\$ 140,212.44	61.85%
Gross Profit	\$ 46,130.05	\$ 30,625.00	\$ 15,505.05	150.63%	\$227,287.56	\$ 367,500.00	-\$ 140,212.44	61.85%
Expenditures								
51000 Benevolence			0.00		0.00	0.00	0.00	
51010 ELCA - Mission Support	1,718.00	1,531.25	186.75	112.20%	8,711.00	18,375.00	-9,664.00	47.41%
51015 ELCA - World Hunger			0.00		301.00	0.00	301.00	
51101 Feeding Medina County		83.33	-83.33	0.00%	1,000.00	1,000.00	0.00	100.00%
51102 Out Support Medina		83.33	-83.33	0.00%	1,000.00	1,000.00	0.00	100.00%
51110 Operation Homes		83.33	-83.33	0.00%	0.00	1,000.00	-1,000.00	0.00%
51130 Children's Center of Medina County		83.33	-83.33	0.00%	0.00	1,000.00	-1,000.00	0.00%
Total 51000 Benevolence	\$ 1,718.00	\$ 1,864.57	-\$ 146.57	92.14%	\$ 11,012.00	\$ 22,375.00	-\$ 11,363.00	49.22%
52150 Pastor Steve Mahaffey			0.00		0.00	0.00	0.00	
52151 Compensation			0.00		0.00	0.00	0.00	
52152 Salary	5,689.66	5,689.67	-0.01	100.00%	28,448.30	68,276.00	-39,827.70	41.67%
52153 Housing Allowance	2,000.00	2,000.00	0.00	100.00%	10,000.00	24,000.00	-14,000.00	41.67%
52156 Social Security	588.26	588.25	0.01	100.00%	2,941.30	7,059.00	-4,117.70	41.67%
Total 52151 Compensation	\$ 8,277.92	\$ 8,277.92	\$ 0.00	100.00%	\$ 41,389.60	\$ 99,335.00	-\$ 57,945.40	41.67%
52155 Benefits			0.00		0.00	0.00	0.00	
52157 Retirement & Medical	3,310.74	2,646.92	663.82	125.08%	16,553.70	31,763.00	-15,209.30	52.12%
52158 Continuing Education		83.33	-83.33	0.00%	450.00	1,000.00	-550.00	45.00%
52160 Car/Business Expense	306.31	291.67	14.64	105.02%	2,263.29	3,500.00	-1,236.71	64.67%
Total 52155 Benefits	\$ 3,617.05	\$ 3,021.92	\$ 595.13	119.69%	\$ 19,266.99	\$ 36,263.00	-\$ 16,996.01	53.13%
Total 52150 Pastor Steve Mahaffey	\$ 11,894.97	\$ 11,299.84	\$ 595.13	105.27%	\$ 60,656.59	\$ 135,598.00	-\$ 74,941.41	44.73%
52200 Deacon			0.00		0.00	0.00	0.00	
52210 Compensation			0.00		0.00	0.00	0.00	
52211 Salary	6,676.16	6,676.17	-0.01	100.00%	33,380.80	80,114.00	-46,733.20	41.67%
Total 52210 Compensation	\$ 6,676.16	\$ 6,676.17	-\$ 0.01	100.00%	\$ 33,380.80	\$ 80,114.00	-\$ 46,733.20	41.67%
52220 Benefits			0.00		0.00	0.00	0.00	
52212 Car/Business Expenses		250.00	-250.00	0.00%	77.70	3,000.00	-2,922.30	2.59%
52221 Retirement and Medical	2,192.52	2,192.50	0.02	100.00%	10,962.60	26,310.00	-15,347.40	41.67%
52223 Continuing Education		83.33	-83.33	0.00%	0.00	1,000.00	-1,000.00	0.00%
Total 52220 Benefits	\$ 2,192.52	\$ 2,525.83	-\$ 333.31	86.80%	\$ 11,040.30	\$ 30,310.00	-\$ 19,269.70	36.42%
Total 52200 Deacon	\$ 8,868.68	\$ 9,202.00	-\$ 333.32	96.38%	\$ 44,421.10	\$ 110,424.00	-\$ 66,002.90	40.23%
52350 Pastor Substitute		166.67	-166.67	0.00%	282.30	2,000.00	-1,717.70	14.12%
52400 Pastoral Admin. Assistant			0.00		0.00	0.00	0.00	
52410 Compensation			0.00		0.00	0.00	0.00	
52411 Salary	3,014.20	2,941.67	72.53	102.47%	15,189.43	35,300.00	-20,110.57	43.03%
Total 52410 Compensation	\$ 3,014.20	\$ 2,941.67	\$ 72.53	102.47%	\$ 15,189.43	\$ 35,300.00	-\$ 20,110.57	43.03%
Total 52400 Pastoral Admin. Assistant	\$ 3,014.20	\$ 2,941.67	\$ 72.53	102.47%	\$ 15,189.43	\$ 35,300.00	-\$ 20,110.57	43.03%
52500 Music Personnel			0.00		0.00	0.00	0.00	
52510 Organist	1,716.00	1,379.58	336.42	124.39%	7,410.00	16,555.00	-9,145.00	44.76%
52511 Worship Musicians	200.00	208.33	-8.33	96.00%	800.00	2,500.00	-1,700.00	32.00%
52520 Luther Choir Director	406.60	250.00	156.60	162.64%	1,585.74	3,000.00	-1,414.26	52.86%
52530 Kids of the Kingdom Director	135.28	104.17	31.11	129.86%	642.58	1,250.00	-607.42	51.41%
Total 52500 Music Personnel	\$ 2,457.88	\$ 1,942.08	\$ 515.80	126.56%	\$ 10,438.32	\$ 23,305.00	-\$ 12,866.68	44.79%
52600 Parish Nurse			0.00		0.00	0.00	0.00	
52610 Salary	783.33	783.33	0.00	100.00%	3,916.65	9,400.00	-5,483.35	41.67%
52620 Mileage Reimbursement		29.17	-29.17	0.00%	239.05	350.00	-110.95	68.30%

Total 52600 Parish Nurse	\$ 783.33	\$ 812.50	-\$ 29.17	96.41%	\$ 4,155.70	\$ 9,750.00	-\$ 5,594.30	42.62%
52700 Nursery Staff	83.55	91.67	-8.12	91.14%	350.91	1,100.00	-749.09	31.90%
52800 Custodian	1,903.11	1,366.67	536.44	139.25%	8,094.24	16,400.00	-8,305.76	49.36%
52810 Bookkeeper	179.58	183.33	-3.75	97.95%	1,089.88	2,200.00	-1,110.12	49.54%
52900 FICA for Non-pastors	1,126.13	1,029.17	96.96	109.42%	5,414.25	12,350.00	-6,935.75	43.84%
53000 Administration			0.00		0.00	0.00	0.00	
53010 Telephone	282.40	250.00	32.40	112.96%	1,622.03	3,000.00	-1,377.97	54.07%
53014 Office Supplies	26.98	158.33	-131.35	17.04%	528.76	1,900.00	-1,371.24	27.83%
53015 ACS Technologies	163.00	175.00	-12.00	93.14%	1,163.34	2,100.00	-936.66	55.40%
53020 Internet	59.95	75.00	-15.05	79.93%	299.75	900.00	-600.25	33.31%
53040 Postage	226.80	116.67	110.13	194.39%	602.80	1,400.00	-797.20	43.06%
53050 Conference Expense	200.00	133.33	66.67	150.00%	484.22	1,600.00	-1,115.78	30.26%
53080 Office Equipment	226.76	316.67	-89.91	71.61%	2,477.54	3,800.00	-1,322.46	65.20%
53090 Office Eq. Maintenance Agmt.		437.50	-437.50	0.00%	121.00	5,250.00	-5,129.00	2.30%
53110 Miscellaneous		16.67	-16.67	0.00%	0.00	200.00	-200.00	0.00%
53111 Personnel Expenses		68.75	-68.75	0.00%	0.00	825.00	-825.00	0.00%
53112 Archival Project		20.83	-20.83	0.00%	0.00	250.00	-250.00	0.00%
Total 53000 Administration	\$ 1,185.89	\$ 1,768.75	-\$ 582.86	67.05%	\$ 7,299.44	\$ 21,225.00	-\$ 13,925.56	34.39%
53016 Bank charges		20.83	-20.83	0.00%	50.00	250.00	-200.00	20.00%
53060 Workers Compensation	350.00	100.00	250.00	350.00%	573.00	1,200.00	-627.00	47.75%
53120 Finance			0.00		23.00	0.00	23.00	
53121 Financial Audit		8.33	-8.33	0.00%	0.00	100.00	-100.00	0.00%
53122 Stewardship Supplies		58.33	-58.33	0.00%	186.34	700.00	-513.66	26.62%
53123 Service Cost/Fees - Intuit/Vanc	292.09	325.00	-32.91	89.87%	2,214.27	3,900.00	-1,685.73	56.78%
Total 53120 Finance	\$ 292.09	\$ 391.66	-\$ 99.57	74.58%	\$ 2,423.61	\$ 4,700.00	-\$ 2,276.39	51.57%
53130 Property Management			0.00		0.00	0.00	0.00	
53131 Supplies	243.72	150.00	93.72	162.48%	944.90	1,800.00	-855.10	52.49%
53132 Utilities	1,225.57	1,083.33	142.24	113.13%	7,653.39	13,000.00	-5,346.61	58.87%
53133 Insurance	1,201.39	916.67	284.72	131.06%	6,085.27	11,000.00	-4,914.73	55.32%
53134 Repairs and Maintenance	2,964.65	833.33	2,131.32	355.76%	7,057.95	10,000.00	-2,942.05	70.58%
53135 Lawn Care/Snow Removal	482.05	416.67	65.38	115.69%	4,572.05	5,000.00	-427.95	91.44%
53138 Capital Impr/Depreciation Expen	2,300.00	1,666.67	633.33	138.00%	20,359.30	20,000.00	359.30	101.80%
53140 Grace House	2,347.62	458.33	1,889.29	512.21%	4,865.69	5,500.00	-634.31	88.47%
53160 Faith House	249.96	508.33	-258.37	49.17%	1,383.51	6,100.00	-4,716.49	22.68%
Total 53130 Property Management	\$ 11,014.96	\$ 6,033.33	\$ 4,981.63	182.57%	\$ 52,922.06	\$ 72,400.00	-\$ 19,477.94	73.10%
54000 Congregational Life Ministry			0.00		3,000.00	0.00	3,000.00	
54010 Adult Choir Music & Supplies		8.33	-8.33	0.00%	0.00	100.00	-100.00	0.00%
54011 Kids' Choir/Music		8.33	-8.33	0.00%	114.66	100.00	14.66	114.66%
54020 Special Bulletins (Wedding/Funeral)	156.77	20.83	135.94	752.62%	337.99	250.00	87.99	135.20%
54021 Licensing/Annual Subscriptions		105.83	-105.83	0.00%	1,269.00	1,270.00	-1.00	99.92%
54022 Christ in Our Home Booklets		20.83	-20.83	0.00%	162.00	250.00	-88.00	64.80%
54040 Altar Guild	163.25	150.00	13.25	108.83%	832.67	1,800.00	-967.33	46.26%
54060 Flowers (Altar & Memorial)		187.50	-187.50	0.00%	755.00	2,250.00	-1,495.00	33.56%
54061 Flowers (Special Occasion - Christmas, Easter)	758.00	129.17	628.83	586.82%	1,208.50	1,550.00	-341.50	77.97%
54070 Outdoor Worship		0.83	-0.83	0.00%	10.00	10.00	0.00	100.00%
54080 Organ Main.		166.67	-166.67	0.00%	475.00	2,000.00	-1,525.00	23.75%
54110 Care Connection Ministry		10.00	-10.00	0.00%	0.00	120.00	-120.00	0.00%
54120 Health & Wellness		8.33	-8.33	0.00%	1,279.00	100.00	1,179.00	1279.00%
54130 New Member Receptions		16.67	-16.67	0.00%	25.93	200.00	-174.07	12.97%
54160 Adult Sunday School / Bible stu		4.17	-4.17	0.00%	51.88	50.00	1.88	103.76%
54170 Women of the Church Expense	140.35		140.35		350.66	0.00	350.66	
Total 54000 Congregational Life Ministry	\$ 1,218.37	\$ 837.49	\$ 380.88	145.48%	\$ 9,872.29	\$ 10,050.00	-\$ 177.71	98.23%
55000 Comprehensive Youth Ministry			0.00		0.00	0.00	0.00	
55010 Luther Middles (6-8 Youth group		25.00	-25.00	0.00%	213.20	300.00	-86.80	71.07%
55020 Luther League			0.00		650.00	0.00	650.00	
55030 Conv, Retreats, Workshops, Adul		8.33	-8.33	0.00%	0.00	100.00	-100.00	0.00%
55060 Luther Littles (PK-5 youth grou		12.50	-12.50	0.00%	0.00	150.00	-150.00	0.00%
55070 Sunday School (Pre K-5th)			0.00		0.00	0.00	0.00	
55071 Lesson Materials		41.67	-41.67	0.00%	0.00	500.00	-500.00	0.00%

55072 Supplies and Misc.	20.83	-20.83	0.00%	0.00	250.00	-250.00	0.00%
55073 Christmas Expense	4.17	-4.17	0.00%	0.00	50.00	-50.00	0.00%
Total 55070 Sunday School (Pre K-5th)	\$ 0.00	\$ 66.67	-\$ 66.67	0.00%	\$ 0.00	\$ 800.00	-\$ 800.00 0.00%
55080 Sunday School (6th - 12th)		0.00		0.00	0.00	0.00	
55081 Lesson Materials	25.00	-25.00	0.00%	0.00	300.00	-300.00	0.00%
55082 Supplies & Misc.	58.33	-58.33	0.00%	0.00	700.00	-700.00	0.00%
55083 Graduation Gifts/Reception	106.48	16.67	89.81	638.75%	106.48	200.00	-93.52 53.24%
Total 55080 Sunday School (6th - 12th)	\$ 106.48	\$ 100.00	\$ 6.48	106.48%	\$ 106.48	\$ 1,200.00	-\$ 1,093.52 8.87%
55090 Confirmation Ministry/Retreat	83.33	-83.33	0.00%	0.00	1,000.00	-1,000.00	0.00%
55100 Vacation Bible School	25.00	-25.00	0.00%	213.49	300.00	-86.51	71.16%
55130 Lutheran College Scholarship (ELCA college)	41.67	-41.67	0.00%	0.00	500.00	-500.00	0.00%
55140 First Communion Ministry/Retrea	20.83	-20.83	0.00%	0.00	250.00	-250.00	0.00%
55160 College Care Packages	33.33	-33.33	0.00%	0.00	400.00	-400.00	0.00%
55180 Rally Day	12.50	-12.50	0.00%	0.00	150.00	-150.00	0.00%
Total 55000 Comprehensive Youth Ministry	\$ 106.48	\$ 429.16	-\$ 322.68	24.81%	\$ 1,183.17	\$ 5,150.00	-\$ 3,966.83 22.97%
56000 Communication Evang. Ministry		0.00		0.00	0.00	0.00	
56010 Materials and Supplies	11.25	-11.25	0.00%	0.00	135.00	-135.00	0.00%
56030 Ads, Spiritual Messages	103.60	179.17	-75.57	57.82%	1,333.40	2,150.00	-816.60 62.02%
56040 Video Spiritual Production	300.00	29.17	270.83	1028.45%	319.20	350.00	-30.80 91.20%
56060 Evangelism Outreach	83.33	-83.33	0.00%	500.00	1,000.00	-500.00	50.00%
56065 Website	50.80	8.33	42.47	609.84%	50.80	100.00	-49.20 50.80%
Total 56000 Communication Evang. Ministry	\$ 454.40	\$ 311.25	\$ 143.15	145.99%	\$ 2,203.40	\$ 3,735.00	-\$ 1,531.60 58.99%
57000 Social Concerns Ministry		0.00		0.00	0.00	0.00	
51060 God's Work Our Hands	66.67	-66.67	0.00%	0.00	800.00	-800.00	0.00%
53150 Trailer License LDR - St. Matthew Disaster Res	10.42	-10.42	0.00%	0.00	125.00	-125.00	0.00%
57300 Grief Booklets	10.42	-10.42	0.00%	0.00	125.00	-125.00	0.00%
Total 57000 Social Concerns Ministry	\$ 0.00	\$ 87.51	-\$ 87.51	0.00%	\$ 0.00	\$ 1,050.00	-\$ 1,050.00 0.00%
58000 Small Group Ministry		0.00		0.00	0.00	0.00	
58010 Senior Happy Hour	25.00	-25.00	0.00%	0.00	300.00	-300.00	0.00%
58020 Books and Video Series	8.33	-8.33	0.00%	0.00	100.00	-100.00	0.00%
58030 Socials & Promotional Items	29.17	-29.17	0.00%	17.70	350.00	-332.30	5.06%
Total 58000 Small Group Ministry	\$ 0.00	\$ 62.50	-\$ 62.50	0.00%	\$ 17.70	\$ 750.00	-\$ 732.30 2.36%
65600 Payroll Expenses	0.00	0.00		0.00	0.00	0.00	
67000 Interest Expense	101.63	101.63		552.04	0.00	552.04	
67001 Investment Loss		0.00		625.94	0.00	625.94	
Total Expenditures	\$ 46,753.25	\$ 40,942.65	\$ 5,810.60	114.19%	\$238,827.37	\$ 491,312.00	-\$ 252,484.63 48.61%
Net Operating Revenue	-\$ 623.20	-\$10,317.65	\$ 9,694.45	6.04%	-\$ 11,539.81	-\$123,812.00	\$ 112,272.19 9.32%
Other Revenue							
70100 Interest Income	1,433.50	1,433.50		7,566.98	0.00	7,566.98	
90000 Released from restrictions	1,775.77	1,775.77		26,055.20	0.00	26,055.20	
91000 Designated funds carried over	-12,646.45	-12,646.45		-59,399.84	0.00	-59,399.84	
92000 Same Year restricted fund usage	-1,172.23	-1,172.23		-4,356.09	0.00	-4,356.09	
Total Other Revenue	-\$10,609.41	\$ 0.00	-\$ 10,609.41		-\$ 30,133.75	\$ 0.00	-\$ 30,133.75
Net Other Revenue	-\$10,609.41	\$ 0.00	-\$ 10,609.41		-\$ 30,133.75	\$ 0.00	-\$ 30,133.75
Net Revenue	-\$11,232.61	-\$10,317.65	-\$ 914.96	108.87%	-\$ 41,673.56	-\$123,812.00	\$ 82,138.44 33.66%

Saturday, Jun 07, 2025 06:29:45 AM GMT-7 - Cash Basis

St. Matthew Evangelical Lutheran Church

Statement of Financial Position

As of May 31, 2025

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
11100 General Checking - Huntington 1	53,339.68
11200 ELCA Endowment Ministry Growth	24,617.95
11800 Restricted Savings - Huntington	590,845.48
Total Bank Accounts	\$668,803.11
Total Current Assets	\$668,803.11
Fixed Assets	
14100 400 N. Broadway	887,790.00
14200 Grace House 229 Pearl	136,180.00
14210 Grace Roof Improvements	7,540.00
14211 Accu Depreciation Grace Roof	-2,010.80
Total 14210 Grace Roof Improvements	5,529.20
Total 14200 Grace House 229 Pearl	141,709.20
14400 432 N Broadway Street	101,980.00
Total Fixed Assets	\$1,131,479.20
TOTAL ASSETS	\$1,800,282.31
LIABILITIES AND EQUITY	
Liabilities	
Long-Term Liabilities	
24200 Mission Investment Fund	26,269.28
Total Long-Term Liabilities	\$26,269.28
Total Liabilities	\$26,269.28
Equity	
30001 Unrestricted Net Assets	636,103.74
32000 Retained Earnings	562,649.70
33000 Restricted Savings Account	0.00
33041 To be Invested - PPP 25%	103,436.39
33100 Property Management Maintenance	0.00
33080 Church Landscaping	0.00
33503 Naming Trees Memorial	81.93
Total 33080 Church Landscaping	81.93
33090 Capital Improvement	15,675.47
33091 Interior Remodel Fund	25,463.41
33092 Property Improvement - PPP 45%	186,185.50
Total 33090 Capital Improvement	227,324.38

St. Matthew Evangelical Lutheran Church

Statement of Financial Position

As of May 31, 2025

	TOTAL
Total 33100 Property Management Maintenance	227,406.31
33200 Congregational Life	0.00
33118 Organ Fund	19,200.38
33130 Altar Guild	700.00
33131 Acolyte Robes	636.55
33132 Flowers	130.00
33133 Special Occasion Flowers	129.50
33203 Drama & Music Account	2,735.51
33206 Children's Choir Donation	145.00
33526 Hand Chimes	504.57
Total 33203 Drama & Music Account	3,385.08
33204 Stephen Ministry Fund	2,175.16
33211 Women of the Church	5,376.74
33525 Harry Klein - Library	167.44
Total 33200 Congregational Life	31,900.85
33300 Comprehensive Youth	143.52
32112 Luther Middles (6-8)	386.52
32113 Luther Littles (PK-5)	184.51
32700 Luther League	967.52
33070 College Care Packages	65.00
33301 Youth - PPP 5%	20,687.27
Total 33300 Comprehensive Youth	22,434.34
33400 Communication Evangelism	
33001 Loads of Love holding acct	800.00
33450 Audio / Video Technology	1,401.21
Total 33400 Communication Evangelism	2,201.21
33500 Memorial	95,176.43
33700 Small Group Ministry	0.00
33701 Coffee Bar Donations	12.00
Total 33700 Small Group Ministry	12.00
33800 Social Concerns Ministry	3,675.17
33030 LDR - St. Matthew Disaster Resp	1,166.39
33801 Social Concerns - PPP 25%	103,436.39
Total 33800 Social Concerns Ministry	108,277.95
Total 33000 Restricted Savings Account	590,845.48
34000 Endowment	21,259.05
Opening Bal Equity	-2,010.80
Net Revenue	-34,834.14
Total Equity	\$1,774,013.03
TOTAL LIABILITIES AND EQUITY	\$1,800,282.31

Minutes of Property Committee Meeting June 11, 2025

Present: Bill Knaggs, Joyce Davis, Dan Walker, Bruce Reed (Council Liaison), Pastor Steve Mahaffey; Absent: Scott Johnson, Mike Magovac, Tom Davis

Call to order by chairman Knaggs at 7:21PM

Action items in yellow highlight.

Discussion of Roofing quotes:

Joyce provided each person with copies of four flat roofing quotes; Gridiron Guys Construction, Troyer's Top Choice Roofing LLC, Henderson Roofing and Construction, and Roof-Pro Inc. Troyer's quote referred to a spray foam underlay vs foam board for the other three quotes.

We discussed holding off on the roof repair and simply continue repairing the roof as required pending a congregational decision on John Baker's "Dream Renovation". John has had an architect look at the church and is proceeding with blueprint planning. The consensus was the planning for the "Dream Renovation" has not proceeded beyond that. We discussed the importance of fixing the roof vs the realism of the congregation buying-in on an expensive renovation.

Members will review the existing new roofing quotes and provide comments, concerns and make a decision for the next meeting.

Discussion side ramp entrance:

Joyce and John met with a builder/architect and discussed multiple potential plans including steps out to Pearl St. and a straight ramp, inability to do a curved ramp, a curved driveway between Pearl St. and Broadway was unlikely because the church has used up its quota of "curb cuts". There may be preliminary ideas ready for the next meeting.

Discussion of Spring Cleanup Workday:

Consensus is the workday to be highly successful. About 20 volunteers participated, which is a good number of helpers. The shed looks good, has been caulked, and is mostly complete, but still needs to be painted. Nothing is notable for improvements for next year's cleanup.

Discussion of Google Docs "To Do" list spreadsheet (produced by Scott Johnson):

There was one comment on the lack of functionality of the Google Doc and preference for a one-page document, but overall approval of the document.

The committee went through each line and provided input (mainly from Joyce).

Little Things (LT) Line 15: Joyce has locks for file room and more shelving coming for pantry.

Dave's Report (DR) Pg. 12: Joyce has new tiles for SW ceiling corner. It just **needs to be installed.**

DR Pg. 16: addressed with new roof

DR Pg. 17: Joyce said the HOMES room has been inventoried. She is unable to contact Jordan and is waiting to hear from him what to do with the remaining items. **Pastor will call a Lutheran facility in CLE regarding the donation of the folding beds and possibly linen and cots.**

Other Discussions:

Dan agreed to improve the ramp entrance door weatherstripping and **provide Joyce with the materials list.**

Pastor indicated the need to **amend the exterior elevator sign** to make it more visible and remove the Operation HOMES portion of the sign. The action person is Joyce.

Carpet for the basement floor is paid for and being stored at the warehouse. The carpet business said they can start anytime. Any space/time conflicts have been deconflicted. It was mentioned that Habitat Restore could pick up any items such as couches that we do not need.

Bill determined, after committee discussion, the following schedule and **will provide to Deb for inclusion in church bulletin:**

July 8, 2025 @9AM-UTC; Volunteer Work Party (10-15 PAX): Move items from one half of the basement, tear-up and remove old carpet in preparation for new carpet installation. Followed by the new carpet installation immediately following.

****Require answer from Jordan (HOMES) regarding disposition of folding beds, linens, cots, etc. prior to July 8, 2025.**

July 22, 2025 @9AM-UTC; Volunteer Work Party (10-15 PAX): Move items from second half of basement, tear-up and remove old carpet in preparation for new carpet installation. People would be needed to move any items back once installation is complete.

Meeting adjourned at about 8:36PM

Next meeting Wednesday July 9 at 7:15 PM.

Dan Walker

Present: Carol Elkins, Owen Blakslee, Brian Harris, Stephanie Hess, and Elaine Stone

Carol began the meeting. Stephanie opened with a devotion.

OLD BUSINESS

1. Sunday's Food Drive (May 4) was a success! A lot of food was collected by volunteers (Carol and Ed Elkins, Brian Harris, Ellen Jakovcic, Hillary, Mikey, and James Walker, Beth and Scott Johnson). Food was donated during worship and from 19 drive-thru cars.

Food and household products are being stored in two Sunday school rooms with plans for the Luther Middles to oversee the operation. There will not be specific hours for the in-house pantry; it will be available as needed for members and/or folks in need who come to the church for assistance. Products will also be used to re-stock the food pantry outside on Pearl Street.

Carol volunteered to follow up with Pastor Steve and Deacon Lindsay regarding how the E and C team can support the Luther Middles and whether they will need volunteers to fill in over the summer months.

2. Creating a private Facebook group for Livestream worship (members and friends of members only) is in progress. Members will receive an email via Realm and will be asked to request to join the group. The administrator (**Brian**) will approve those that are eligible.
3. Owen reported that the video recording/editing issues that the video team were experiencing have been resolved. A software update of the desktop was the solution.

NEW BUSINESS

- A. Our next *Loads of Love* offering is scheduled for Sunday, June 1 from 1:00 to 4:00 pm. **Melody** is leading. A second Loads of Love is scheduled for July 27, 2025.

There is currently \$700 remaining from Mary Dunham's secured grant. Since that is more than the average spent at each event thus far, and the funds need to be used by August 31 (or returned), it was decided to offer unlimited services (wash/dry) to customers on this date (7-27-25) only.

If there is money remaining, we will schedule another date so that all the funds will be spent.

Carol will announce the *Loads of Love* event at next Sunday's worship service as we are still in need of volunteers (especially for the 2:00 -3:00 hour). As of 5-20-25 the following are signed up:

1:00-2:00 – **Melody** Costello, **Elaine** Stone, **Kathy** and **Rick** Grice

2:00-3:00 – **Pat** Straub, **Lennie** Davie, **Mary** Dunham

3:00-4:00 – **Stephanie** Hess, **Brian** Harris

- B. We will not meet in June. Our next meeting will be at 5:15 pm on July 14 in the Library.
- C. Next Devotions: Monday, July 14 – **Beth** Johnson