Christus Victor Lutheran Church
2016 Annual Meeting

January 24, 2016
Supplemental Materials
Committee Updates

Council

2015 Accomplishments:
1) Responded to Cedar Avenue Transitway issue in a positive and timely manner
2) Completion of a Conflict of Interest Policy for council members
3) Leadership and teambuilding exercises with the help of Alana Thureen (Working Agreements), and Strength Finders book/survey

2016 Goals:
1) Support Pastors during family leave and sabbatical
2) Update Bylaws
3) Building Feasibility Study
4) Natural Church Development follow-up survey


Adult Education

2015 Accomplishments:
1) Started Wednesday evening adult education classes: Spring – Legacies of Faith, Fall – 8 Core Stories of the Bible
2) Retreats for Men and Women
3) Thursday Morning Bible Study at the Apple Valley Villas

2016 Goals:
1) Grow the Wednesday evening adult classes
2) Retreats for Men and Women
3) Continue Thursday Bible Study
4) Start/Restart Small Groups for adults – faith nurture groups

Members: Pastor Kent

Building Feasibility Steering Committee

Members: Lois Stark, John Perendy, Al DeGrand, Mike Orman, Sally Montesinos, Jason Sprenger
Children & Family Ministries

2015 Accomplishments:
1) Faith Trek DR sponsorship, Cristian Esteban De Los Stantos Correa
2) New committee members: Kirsten Schulz and Dawn Youngner
3) Growth in our kindergarten and preschool class sizes
4) Great Christmas Program. Loudest singing kids in a Christmas program ever
5) VBS was great!

2016 Goals:
1) Increase Faith Trek volunteer and kid participation.
2) Continue to support and promote camp and provide scholarships and fundraisers.
3) Support Feed My Starving Children

Members: Jennifer Radke, Stacey Klein, Kristen Schulz, John Indrehus, Mike Finstad, Pastor Steve Biedermann, Dawn Youngner

Contemporary Worship and Music Search Committee

2015 Accomplishments:
Performed a needs assessment (survey), visited other churches of similar size and spoke with their music directors, made job description recommendation to Mutual Ministries and Council, posted job position, and interviewed candidates.

Members: Andrea Perendy and Cassi McMayer served as co-chairs, and worked with fellow members, John Christianson, Mariah Glinski, Doug Klein, Trudy Matthys, and Nick Zarras.

Endowment

2015 Accomplishments:
1) Awarded three $500 scholarships to graduating seniors
2) Provided donations of $250 each to Dakota Woodlands and Robert Lewis House (per the result of the balloting at the 2015 annual meeting)

2016 Goals:
1) Continue the scholarship program and charitable giving
2) Provide a refresher to members concerning the Endowment Fund’s purpose and how they might consider a gift to the fund (current programs will not be sustainable without an increase in the fund balance)
3) Fill one open position, waiting for a volunteer

Members: Doug Walter, Rick Buffie, Scott Thureen
Finance

2015 Accomplishments:
1) Recruit at least one new committee member - Steve Nierengarten joined in September
2) Resolve all issues identified in 2014 Independent Audit - All major issues resolved
3) Cleaned-up inactive current liability accounts

2016 Goals:
1) Establish an internal financial audit committee and audit procedure in line with Synod Recommendations
2) Continue to Grow Scrip Fundraising Participation
3) Improve Content & Frequency of Financial Communications to the Congregation

Members: Tom Iaria, Dave Sunwall, Brenda Fischer, Steve Nierengarten, Deanna Luke, Jennie Rice (Emeritus)

Hospitality

2015 Accomplishments:
1) Sponsored / supported 5 events
   Girls of All Ages Tea Party (April), Rally Sunday Picnic (Sept), Consecration Sunday Celebration – with Stewardship Committee (Nov), Thanksgiving Pie Fest (Nov), Advent Decorating – with Worship & Music Committee (Nov)
2) Provided treats and beverages for Sunday morning fellowship
3) Maintained the CVLC Kitchen
4) Decorated Fall wreath for sanctuary

2016 Goals:
1) Maintain the CVLC kitchen and keep supplies stocked for all CVLC groups
2) Coordinate and provide treats, juice and coffee for Sun. am fellowship
3) Plan 4th annual Girls of All Ages Tea Party in the Spring
4) Sponsor / support church-wide events during the year
   Rally Sunday Picnic, Consecration Sunday, Thanksgiving Pie Fest

Members: Nancy Erler, Joey Fritz, Paula Lunde, Julie McDonald, Sally Montesinos, Fay Peterson, Barb Rice, Kris Scott

Missions

2015 Accomplishments:
1) Supported two members of CV on their successful, meaningful Mission Trip to Tanzania in 2015.
2) Provided opportunities (held Baskets of Love, injected prayers and songs into worship) for CV members to become more deeply engaged in Missions work.
3) Raised funds for Tanzanian student scholarships and facilitated personal sponsorship from CV members and the Faith Trek program of students in Constanza, Dominican Republic.
2016 Goals:

1) Support the planned Mission trip to Kid’s Alive in DR in March 2016
2) Engage CV members in Mission opportunities through events, conversation, programs and fund-raising.

Members: Lindsay Biedermann, Pastor Steve Biedermann, Diana Buffie, KC Claussen Gubrud, Barb Damlo, Jody McDermott-Baty, Paula Nierengarten, Aaron Nyquist, Carrie Peterson, Audrey Smith

Mutual Ministries

2015 Accomplishments:

1) Revised and Updated Employee Handbook
2) Negotiated Music Staff Transition (New Contemporary Worship & Music Dir. position)
3) Leave planning for Pastor Steve (paternity) and Pastor Kent (Sabbatical)

2016 Goals:

1) Successful Family Leave Implementation
2) Successful Sabbatical Implementation
3) Continued Connection and Support of staff by Mutual Ministry

Members: Mary Olson, Diana Buffie, Cassi McMayer, Shane Colin, Mike Radke, Pastor Kent Claussen Gubrud, Pastor Steve Biedermann

Prayer Team

2015 Accomplishments:

1) A successful Easter prayer vigil with new stations
2) Established the prayer assistant position during the service
3) Developed prayer partner for after the service with a prayer card that can be used by all and a prayer box for prayer cards

2016 Goals:

1) Plan an Easter prayer vigil
2) Recruit and Train more people to serve as prayer partners
3) Generate more interest in the prayer team
Property

2015 Accomplishments:
1) Completed LED lighting retrofit project.
   Areas changed: Sanctuary, Fellowship Hall, Art Room, Exterior lights/Parking lot
2) Replaced cedar fascia and completed several roof repairs
3) Completed remodel of the Administrative Offices to include entry/waiting area, Pastor Steve's office and Deanna's office.

2016 Goals:
1) Remodel/update south bathrooms
2) Add back-lighting and sun screen to the stained glass window
3) Continue the interior painting and signage improvement project

Members: Rick Buffie, Karl Dobberman, Richard Jorgensen, Ed Odden

Capital Improvements Team

2015 Accomplishments:
1) Sound system replacement

2016 Goals:
1) Add glass panels to the sanctuary doors
2) Replace carpet in the Narthex
3) Explore with the city options for exterior signage

Members: Lois Stark, Paul Olson, and Property Committee

Social Ministries

2015 Accomplishments (*New programs in 2015):
1) * Greenleaf Elementary backpack school supplies – 187 kids received school supplies
2) * Sheridan backpacks (Greenleaf Backpack Food Program) – 90 to 100 students receive food bags each week for 9 months – As a result of publicity in Pioneer Press, Lund’s and Kowalski’s are donating bread to Greenleaf Elementary school.
3) * Greenleaf Homework Helpers – volunteers from CVLC
4) March food drive – $3,475.25 raised
5) Newborn kits – 229 kits
6) Blood drive – 39 pints
7) Concession stand - $1,604.67 raised
8) Feed my Starving Children, October 2015 – 50 volunteers
9) Winter gear - 161 students
10) Thanksgiving baskets – 250 baskets
11) Armful of Love - 10 families/150+ gifts
2016 Goals:
1) Greenleaf Homework helpers
2) Integrate youth involvement in committee projects
3) Explore opportunities to assist seniors in our congregation with needs

Members: Alice McCammon, Brenda Kroeten, Michele Iaria, Audrey Smith, Deanne Allard, Beth Doeden, Alana Thureen, Cindy Baubie, Nancy Colin, Peggy Sunwall, Sally Cole, Liz Kelly

While we are the committee, the ministry and work of the committee extends to the members of Lily of the Valley, Casa de Oracion and CVLC who participate in the events and give generously. We are thankful for all of them. God uses our gifts to bless many!

Stewardship

2015 Accomplishments:
1) The 2016 Stewardship drive included more focus on time and talents in addition to requesting a financial commitment.
2) Try Tithing Sunday was included as part of the fall’s stewardship activities and raised nearly $3,000 that was given to the Greenleaf Elementary Backpack Food program and the Feed My Starving Children South Metro Mega-Pack, and effectively served as an increase in our benevolence for CV.

Members: Paul Fischer, Shane Colin, Sandra Harder, Sandra Tranby

Welcoming

2015 Accomplishments:
1) Completed first Meet & Greet event and received positive feedback from attendees
2) Consistently promoted welcoming videos and newsletter articles
3) 19 new members joined in 2015—thanks to the congregation for welcoming visitors

2016 Goals:
1) Quarterly Meet & Greet events
2) Increase committee membership
3) Equip more CV members to be welcoming and inviting

Members: Cheryl Schultz, Jaclyn Brandes, Denny Kneller, Mike Montesinos, Ed Odden

Worship & Music

2015 Accomplishments:
1) Drawn to the Word
2) Praise in the Parking Lot
3) Dessert Theater
4) String and Brass groups
5) Hiring Courtnie DeGrand – Director of Contemporary Worship & Music
6) Luther Jazz Concert

2016 Goals:

1) Revamp Contemporary Service
2) New Communion stations
3) Other Banners Made

Members: Anne Nyquist, Courtnie DeGrand, Sharilyn DeGrand, Janice Johnston, Valerie Kneller, John Christianson, Trudy Matthys

Youth

2015 Accomplishments:

Middle School
1) Confirmed: Rebecca Lundquist, Corey McNally, Aaron Thomson, Dawson Ludvigson
2) 35 Confirmands learned about 10 Commandments and the Lord's Prayer.
3) 16 Middle School students helped out in our local community through Summer Stretch. Paula Nierengarten, Andrea Dobberman and Susan Edman helped plan and lead Summer Stretch.
4) Arlan Olson, Dawn Glewwe, and Ed Odden started teaching DEKAF Middle School on Sundays.

High School
5) YouthWorks Mission trip to Denver
6) Youth leaders present on different topics every night during Wednesday night youth group.
7) Connections creates prayer petitions following the Narrative Lectionary
8) Youth participated in WAPO TIM team training and helped out in SWAT team roles.

2016 Goals:
1) Continue to develop High School leaders using Peer Ministry, TIM team training.
2) Create more ways for families to share their faith. Use church programming to facilitate home faith conversations.
3) Continue to work on connections between children and youth ministry as children grow in their faith at CV.
4) WAPO, Summer Stretch, Boundary Waters service trip, etc.
5) Support, encourage, and thank all of the volunteers and parents that make these ministries possible.

Members: Pastor Steve Biedermann

Nominating Committee

Members: Barb Damlo, Al DeGrand, Warren Youngner
Building Feasibility Study

Rationale:

- There is general and growing consensus among church ministries, committees, and groups, that our building is not serving our changing ministry needs. But we need professional help in identifying our needs and developing a plan.

- A feasibility study process, led by an outside consultant, would provide proven steps to help us clarify a vision and action plan for improved and expanded facilities that will support the mission and ministries of Christus Victor Lutheran Church into the future.

- A feasibility study would help us answer questions regarding cost estimates and current and future financial support, as well as growth needed for a successful project.

- The feasibility study is not a Capital Campaign, but the first steps in preparing a plan, rationale, building understanding, awareness, and ownership of the vision for the sake of the mission and ministry of Christus Victor Lutheran Church.

- The costs of the feasibility study are already included in the funds from the Capital Improvements refinance, and will not impact the budget.
## Finance
### 2015 Results

<table>
<thead>
<tr>
<th></th>
<th>2015 Actual (000)</th>
<th>B/(W) Budget</th>
<th>% Growth Over 2014 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Offering</td>
<td>449.2</td>
<td>(24.6)</td>
<td>-0.36% A</td>
</tr>
<tr>
<td>Other Receipts</td>
<td>53.0</td>
<td>(8.0)</td>
<td>-23.23% B</td>
</tr>
<tr>
<td><strong>Total Receipts</strong></td>
<td><strong>502.2</strong></td>
<td><strong>(32.6)</strong></td>
<td><strong>-3.39%</strong></td>
</tr>
<tr>
<td>Administration</td>
<td>19.8</td>
<td>1.8</td>
<td></td>
</tr>
<tr>
<td>Benevolence</td>
<td>27.0</td>
<td>1.5</td>
<td></td>
</tr>
<tr>
<td>Benevolence (Garage Sale)</td>
<td>3.0</td>
<td>(1.5)</td>
<td></td>
</tr>
<tr>
<td>Total Committees</td>
<td>18.3</td>
<td>9.0</td>
<td></td>
</tr>
<tr>
<td>Mutual Ministries</td>
<td>322.3</td>
<td>5.0</td>
<td></td>
</tr>
<tr>
<td>Property</td>
<td>95.2</td>
<td>10.6</td>
<td></td>
</tr>
<tr>
<td>All Other</td>
<td>8.8</td>
<td>4.4</td>
<td></td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td><strong>494.3</strong></td>
<td><strong>30.8</strong></td>
<td><strong>6.87%</strong> C</td>
</tr>
<tr>
<td><strong>Net Surplus (Deficit)</strong></td>
<td><strong>$7.9</strong></td>
<td><strong>(1.8)</strong></td>
<td></td>
</tr>
<tr>
<td>Reduction in Mortgage Principal Balance</td>
<td>10.7</td>
<td>0.0</td>
<td></td>
</tr>
<tr>
<td><strong>Increase (Decrease) in Available Cash</strong></td>
<td><strong>($2.8)</strong></td>
<td><strong>($1.8)</strong></td>
<td></td>
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</tbody>
</table>

**A** Total giving at 94.8% of budget; remained flat (slight decrease) over 2014.

**B** Noted items less than budget and/or 2014:

<table>
<thead>
<tr>
<th></th>
<th>2015 Budget</th>
<th>2014 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>MVTA Reimbursement for snow removal</td>
<td>3,000</td>
<td>2,400</td>
</tr>
<tr>
<td>Recharge Offering - baseline estimate &gt; actual</td>
<td>2,000</td>
<td>0</td>
</tr>
<tr>
<td>Garage Sale Revenue</td>
<td>1,200</td>
<td>2,000</td>
</tr>
<tr>
<td>Try Tithing</td>
<td>1,100</td>
<td>600</td>
</tr>
<tr>
<td>Healthcare Credit discontinued</td>
<td>6,500</td>
<td></td>
</tr>
<tr>
<td>Lily of the Valley Offering</td>
<td>3,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>7,300</strong></td>
<td><strong>14,500</strong></td>
</tr>
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**C** Actual Expenses were under budget as result of committees managing budgets closely.

Items of significance:

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<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>Snow Removal Costs</td>
<td>6,400</td>
<td></td>
</tr>
<tr>
<td>Custodial Services</td>
<td>4,000</td>
<td></td>
</tr>
<tr>
<td>Staff / Independent Contractor / Cont Ed</td>
<td>5,000</td>
<td></td>
</tr>
<tr>
<td>Recharge Benevolence Baseline &gt; actual</td>
<td>2,100</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>17,500</strong></td>
<td></td>
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</tbody>
</table>

Notable expenses that decreased from 2014: $11,000 financial audit in 2014 & snow removal costs were $7,000 less. In addition, based on auditor recommendation, the principal portion of the mortgage payments are no longer recorded as expense but are now recorded as a reduction of the mortgage liability balance - this accounts for ~$10,000 in reduction of expenses.

**D** Increased Garage Sale Benevolence (doubled over $1.5K budget) accounts for much of the increase in the Net Deficit over what was budgeted.
## 2015 Available Cash

<table>
<thead>
<tr>
<th>Endowment Fund (Permanently Restricted)</th>
<th>12/31/15 (000)</th>
<th>12/31/14 (000)</th>
<th>% Growth Over 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>$27.8</td>
<td>$30.6</td>
<td>-9.2%</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Cash Reserves (Building, Repairs, etc)</th>
<th>12/31/15 (000)</th>
<th>12/31/14 (000)</th>
<th>% Growth Over 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>$120.4</td>
<td>169.2</td>
<td>-28.8%</td>
<td></td>
</tr>
</tbody>
</table>

### Unrestricted Cash

<table>
<thead>
<tr>
<th></th>
<th>12/31/15 (000)</th>
<th>12/31/14 (000)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash - General Fund</td>
<td>109.8</td>
<td>121.8</td>
</tr>
<tr>
<td>Current Liabilities</td>
<td>(54.0)</td>
<td>(57.9)</td>
</tr>
<tr>
<td><strong>Cash Available</strong></td>
<td><strong>55.8</strong></td>
<td><strong>63.9</strong></td>
</tr>
</tbody>
</table>

A **Permanently Restricted Funds can be used only to fulfill purpose of Endowment Fund.** Decrease from Prior Year due primarily to $2,000 in Scholarship Funds paid out as well as market depreciation in the account.

B **Cash Reserves are funds that Council has restricted for use and can be used only for those restricted purposes (such as Building and Property Improvements or in Emergency Situations.)** Decrease in Cash Reserves due to $48.8K reduction in the Property Improvements account as property improvements were made over the course of the past year.

C **Unrestricted Cash is cash that is available for general operations.** Decrease in available cash primarily related to the $2,800 net deficit for 2015.
## 2016 Proposed Budget

<table>
<thead>
<tr>
<th></th>
<th>2016 Budget (000)</th>
<th>% Growth Over 2015 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Offering</strong></td>
<td>$479.8</td>
<td></td>
</tr>
<tr>
<td><strong>Property Income</strong></td>
<td>24.1</td>
<td></td>
</tr>
<tr>
<td><strong>Garage Sale (gross receipts)</strong></td>
<td>15.1</td>
<td></td>
</tr>
<tr>
<td><strong>All Other Receipts</strong></td>
<td>17.7</td>
<td></td>
</tr>
<tr>
<td><strong>Total Receipts</strong></td>
<td>$536.8</td>
<td>6.9%</td>
</tr>
<tr>
<td><strong>Administration</strong></td>
<td>$20.2</td>
<td></td>
</tr>
<tr>
<td><strong>Benevolence (6%)</strong></td>
<td>28.8</td>
<td></td>
</tr>
<tr>
<td><strong>Benevolence - Garage Sale (10%)</strong></td>
<td>1.4</td>
<td></td>
</tr>
<tr>
<td><strong>Total Committees</strong></td>
<td>24.7</td>
<td></td>
</tr>
<tr>
<td><strong>Mutual Ministries</strong></td>
<td>338.5</td>
<td></td>
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<tr>
<td><strong>Property</strong></td>
<td>106.1</td>
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<tr>
<td><strong>All Other Expense</strong></td>
<td>9.8</td>
<td></td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>$529.5</td>
<td>7.1%</td>
</tr>
<tr>
<td><strong>Net Surplus (Deficit)</strong></td>
<td>$7.3</td>
<td></td>
</tr>
<tr>
<td><strong>Reduction in Mortgage Principal Balance</strong></td>
<td>11.2</td>
<td></td>
</tr>
<tr>
<td><strong>Increase (Decrease) in Available Cash</strong></td>
<td>($3.9)</td>
<td></td>
</tr>
</tbody>
</table>

A  Total Receipts, at $536.8K, is 6.9% ($32K) higher than 2015 Actual Receipts. Increase related to increases in:
   * Offering ($30K) over actual ($6K increase over 2015 Budget)
   * Property Income ($5K) due to increased usage by outside groups and an increase in MVTA Snow Removal reimbursement (2015 very light snow year)

B  Total Budgeted Expenses of $529.5K is 7.1% ($35K) higher than 2015 actual. Increase related to:
   * Mutual Ministry ($16K) due to:
     * Salary / tax increases (cost of living and 1 additional PT person)
     * Sabbatical & Paternity Leave Coverage (one year only)
     * Benefits
   * Property ($11K) due to:
     * Custodial services - anticipated higher costs
     * Snow removal (2015 very light snow year)
   * General increases in other committee budgets

C  Budgeted receipts exceed budgeted expenses, however, after including the mortgage payments applied to the mortgage principal balance, 2016 is projected to have a $3.9K decrease in available cash. **Item to note: 2016 includes $4K in budgeted costs for coverage related to Pastor Kent’s Sabbatical Leave and Pastor Steve’s Paternity Leave - both of these items are a one-year, non-recurring expense.**