

# Lutheran Church of the Incarnation Council Meeting Minutes

December 9, 2025 at 6:30 pm

Council Member Roster: Tim Paulson – President (2026), Karen Slabaugh – Vice President (2027), Kathryn Schnaible – Treasurer (2026), Kenny Doss – Secretary (2026), Ralph Holderbein (2027), Mark Bandstra (2027), **Judy Hull (2028, absent from meeting)**, Adam Zufall (Filling 2028 Vacancy Through 2026), Dan Walker (2028), and Pr. Dan Smith

## 1. Introduction: Tim (6:35pm)

## 2. Approval of Meeting Agenda: Kenny (6:36pm)

- a. Voting Item – Requested Action: Approved agenda as written
- Karen made a motion to approve the agenda as written. Second: Dan W. Vote 6-0 (Ralph absent during vote). Motion passes.

## 3. President's Report: Tim (6:37pm)

- Kathryn arrived at 6:39pm
- Tim asked the Council to reflect and share on things that we are hopeful for during this holiday season
  - a. Reactions/thoughts regarding congregational meeting
  - b. AED update (Tim/Dan W.)
- Tim asked Council to review AED options presented by Dan W. and return next meeting with recommendations for which unit to purchase.

## 4. Prayer/Devotion: Mark (6:54pm)

- Pr. Dan arrived at 6:56pm

## 5. Pastor's Report: Pastor Dan (7:03pm)

- a. Review written report
- Voting Item: Kathryn made a motion that the Council support Pr. Dan's planned trip as described in the Pastor's Report. Second: Dan W. Vote 9-0. Motion passes.

## 6. Treasurer's Report: Kathryn (7:12pm)

- a. Review financial reports
- Raises as approved in budget to be scheduled starting January 1, 2026
- b. Discuss payroll process
- Kathryn to meet with accountant to ensure payroll payments are conducted on a normally scheduled basis during holidays

## 7. Approval of November Council Meeting Minutes: Kenny (7:23pm)

- a. Emailed on 12/7 for council review. Post on website after approval.
  - i. Voting Item – Requested Action: Approve minutes as written
- Karen made a motion to approve the minutes as written. Second: Ralph. Vote 9-0. Motion passes.

## 8. Other Reports: (7:24pm)

- a. Final Camera/Wifi Update (Mark/Ralph)
- Ralph reports camera is now operational. Volunteers needed to operate camera during worship.
- Mark reports new WiFi system is now operational. New gateway device is needed in order to decommission the old WiFi system.
- b. Property Committee Updates (Kenny)
  - i. Property fire system inspections update – Scheduled for 12/29
- c. Other General Liaison Reports (Education, Worship/Music, Hospitality, Social Justice, Stewardship)
  - i. Worship/Music: Cantor replacement for January 2026

## 9. Other Business:

- a. Continue to post Council agendas/minutes on LCI website

**Lutheran Church of the Incarnation Council Meeting Minutes**

December 9, 2025 at 6:30 pm

b. Sunday Property Closer for December: Adam | January: Tim

- **Meeting Adjourned at 7:39pm**

**Next Executive Committee Council Meeting = January 6 at 6:00pm**

- **Please provide agenda topics to Secretary by this date**

**Secretary to send out/publish agenda = January 11**

- **Please provide all supplementary materials to Secretary by this date**

**Next Council Meeting = January 13 at 6:30pm**

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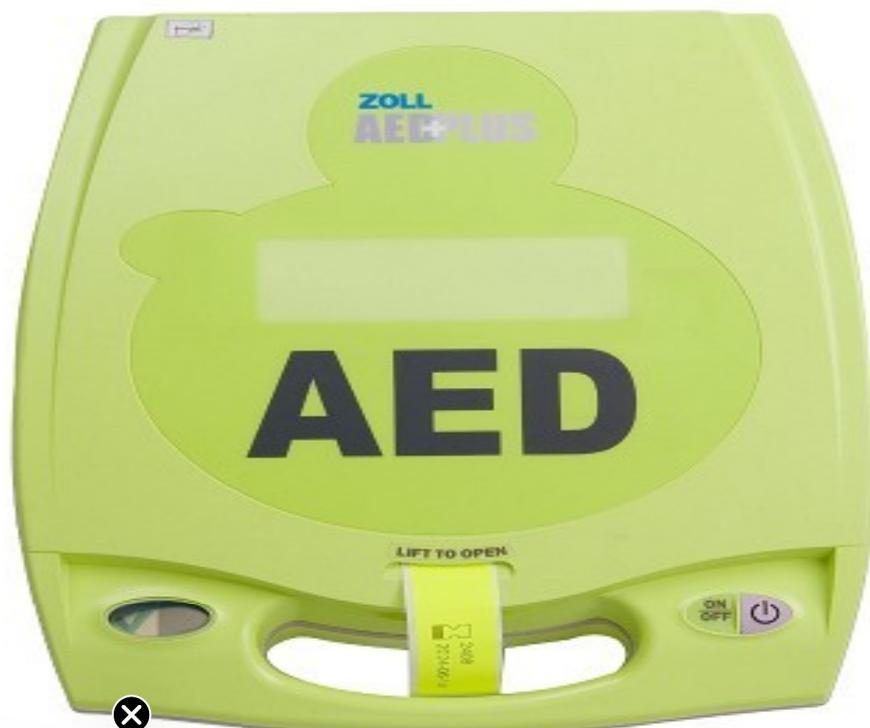
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## **Pastor's Report**

LCI, Dec. 2025

Pr. Dan Smith

### Information Items:

- I am still scheduling pastoral visits, but it has slowed down quite a bit – I plan to continue to offer these for the next few months, and I will get through the entire roster of members, and schedule visits for those who would like them. (I plan to wrap this up by next summer at the latest.) As always, I am available for a visits or pastoral care beyond this project, just let me know and we can find a time...
- As reported Sara Postlewaite of the Verbum Dei order in SF visited Davis 11/20 to share about a Taizé style service, and Adam Zufall has taken the lead to help organize a service locally (thanks!). We do not have a date yet to begin, but it should be sometime in the next couple months.
- Christmas Eve worship is at 3pm and 5pm – with candlelight. Invite a friend or neighbor!
- Dec. 28 is Lessons and Carols, and with your blessing, I may take it off.

### Action Items

Next summer the International Congress for Luther Research is meeting in Denmark, and I would like to attend. Nele and I plan to visit her family in July, but we have not made arrangements yet. I am seeking your blessing to take six consecutive weeks off next summer (I have four weeks of vacation + two weeks of continuing ed), so I don't have to fly to Europe twice. That would (likely) be July 7 – August 17. Is this ok with the Council?

### In the wider church/community:

- ReconcilingWorks has contacted us multiple times, looking for a financial commitment for the coming year in order to continue as an RIC congregation.
- I have been in touch with Regina Banks, and she is very excited to start her internship at LCI in February. We plan to meet next week and get ourselves organized.

**Balance Sheet**  
**Lutheran Church of the Incarnation**  
As of November 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
<b>Assets</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
1 First Northern Bank	0.00
4 MM - First Northern Bank	69,788.95
8 First Northern Bank - operating	174,415.18
PayPal Account	-4,705.44
<b>Total for Bank Accounts</b>	<b>\$239,498.69</b>
<b>Total for Current Assets</b>	<b>\$239,498.69</b>
<b>Fixed Assets</b>	
10000 Land	418,822.93
11000 Church Building	319,896.49
12000 Fellowship Hall	1,749,202.30
15000 Personal Property	60,154.11
<b>Total for Fixed Assets</b>	<b>\$2,548,075.83</b>
<b>Total for Assets</b>	<b>\$2,787,574.52</b>
<b>Liabilities and Equity</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
20000 Accounts Payable	1,410.94
<b>Total for Accounts Payable</b>	<b>\$1,410.94</b>
<b>Other Current Liabilities</b>	
20115 Special Benevolences	320.00
20602 Lutheran Magazine	0.00
20605A Fair Trade Coffee Project	0.00
24000 Payroll Liabilities	0.00
24502A Crossways	0.00
26650 Offering Envelopes	0.00
26652A Food & Faith	0.00
<b>Total for Other Current Liabilities</b>	<b>\$320.00</b>
<b>Total for Current Liabilities</b>	<b>\$1,730.94</b>

**Balance Sheet**  
**Lutheran Church of the Incarnation**  
As of November 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
Long-term Liabilities	
20754 Mortgage	0.00
20755 AOB Bad Debt	0.00
20769 Organ Fund	0.00
20774 Mortgage - regular	441,404.75
20775 Mortgage - Facility Renovation	0.00
27200 Other Liabilities	0.00
<b>Total for Long-term Liabilities</b>	<b>\$441,404.75</b>
<b>Total for Liabilities</b>	<b>\$443,135.69</b>
Equity	
20117 Memorial Fund	0.00
20212 Sanctuary A/V project 2022	0.00
20213 Worship/Music Reserve	5,203.44
20214 Flower Fund	-219.89
20301 Pastor's Discretionary Fund	-656.79
20401 Emergency Fund	0.00
20402 Caregivers Fund	0.00
20500 Youth / Day Camp / Mt. Cross	4,276.03
20508 Day Camp Reserve Fund	0.00
20509 Nursery Supplies & Equipment	0.00
20551 Mission Trip Fund	4,233.01
20552 Youth	0.00
20614 Hospitality	1,361.36
20615 50th Anniversary	0.00
20759 Major Maintenance Reserve	80,934.10
20760 Columbarium Fund	43,536.71
20761 Columbarium Niche Purch-Exp	-459.00
20771 Facilities Renovation	0.00
20776 Sanctuary Renovation	379.65
20777 Property Infrastructure Reserve	195.00
24150 Operating Reserve	0.00
24151 Endowment Fund	30,437.59
30000 Opening Bal Equity	110.00
AMOR Scholarships	2,390.00
Banners	5,655.00
32000 Unrestricted Net Assets	2,146,637.70
Net Income	20,424.92
<b>Total for Equity</b>	<b>\$2,344,438.83</b>
<b>Total for Liabilities and Equity</b>	<b>\$2,787,574.52</b>

**Profit and Loss**  
**Lutheran Church of the Incarnation**  
 November 1-30, 2025

DISTRIBUTION ACCOUNT	TOTAL
Income	
41000 Income	
41400 Other Misc Income	20.00
<b>Total for 41000 Income</b>	<b>\$20.00</b>
<b>Total for Income</b>	<b>\$20.00</b>
<b>Gross Profit</b>	<b>\$20.00</b>
Expenses	
60000 Benevolence Funds	
60100 Synod Mission Support	27,325.00
<b>Total for 60000 Benevolence Funds</b>	<b>\$27,325.00</b>
61000 Worship	
61200 Altar Supplies	69.39
<b>Total for 61000 Worship</b>	<b>\$69.39</b>
65000 Congregational Events	3,277.50
67000 Administration	
67700 Office Supplies & Equipment	124.99
67703 Social Media & Advertising	454.40
67704 Bookkeeper	460.00
<b>Total for 67000 Administration</b>	<b>\$1,039.39</b>
68000 Property General Maintenance	
68750 General Maintenance & Supplies	124.14
68754 Utilities - PG&E	2,246.93
68755 Utilities - Solar	350.00
68780 Landscaping	500.00
<b>Total for 68000 Property General Maintenance</b>	<b>\$3,221.07</b>
70000 Support Staff	
70709 Cantor Pay	700.00
70720 Workers Compensation Insurance	1,014.00
70721 Payroll Taxes	7,196.48
<b>Total for 70000 Support Staff</b>	<b>\$8,910.48</b>
71000 Pastors Compensation Package	
71900 Defined Compensation	
71902 Elective Deductions - FSA, Pension	455.14
<b>Total for 71900 Defined Compensation</b>	<b>\$455.14</b>
71904 Benefits- Retirement	910.28
71906 Benefits- Disability	27.31
71910 Benefits- Basic Group Life	18.21
<b>Total for 71000 Pastors Compensation Package</b>	<b>\$1,410.94</b>
<b>Total for Expenses</b>	<b>\$45,253.77</b>
<b>Net Operating Income</b>	<b>-\$45,233.77</b>
<b>Net Other Income</b>	
<b>Net Income</b>	<b>-\$45,233.77</b>

**Balance Sheet**  
**Lutheran Church of the Incarnation**  
**As of December 8, 2025**

DISTRIBUTION ACCOUNT	TOTAL
<b>Assets</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
1 First Northern Bank	0.00
4 MM - First Northern Bank	69,788.95
8 First Northern Bank - operating	174,415.18
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<b>Total for Bank Accounts</b>	<b>\$239,498.69</b>
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20602 Lutheran Magazine	0.00
20605A Fair Trade Coffee Project	0.00
24000 Payroll Liabilities	0.00
24502A Crossways	0.00
26650 Offering Envelopes	0.00
26652A Food & Faith	0.00
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<b>Total for Current Liabilities</b>	<b>\$1,730.94</b>

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20213 Worship/Music Reserve	5,203.44
20214 Flower Fund	-219.89
20301 Pastor's Discretionary Fund	-656.79
20401 Emergency Fund	0.00
20402 Caregivers Fund	0.00
20500 Youth / Day Camp / Mt. Cross	4,276.03
20508 Day Camp Reserve Fund	0.00
20509 Nursery Supplies & Equipment	0.00
20551 Mission Trip Fund	4,233.01
20552 Youth	0.00
20614 Hospitality	1,361.36
20615 50th Anniversary	0.00
20759 Major Maintenance Reserve	80,934.10
20760 Columbarium Fund	43,536.71
20761 Columbarium Niche Purch-Exp	-459.00
20771 Facilities Renovation	0.00
20776 Sanctuary Renovation	379.65
20777 Property Infrastructure Reserve	195.00
24150 Operating Reserve	0.00
24151 Endowment Fund	30,437.59
30000 Opening Bal Equity	110.00
AMOR Scholarships	2,390.00
Banners	5,655.00
32000 Unrestricted Net Assets	2,146,637.70
Net Income	20,424.92
<b>Total for Equity</b>	<b>\$2,344,438.83</b>
<b>Total for Liabilities and Equity</b>	<b>\$2,787,574.52</b>

**Profit and Loss**  
**Lutheran Church of the Incarnation**  
**January 1-December 8, 2025**

DISTRIBUTION ACCOUNT	TOTAL
Income	
41000 Income	280,453.33
41100 Offerings	19,154.00
41310 Rents Applegate Nursery	5,309.00
41320 Rents Other	1,989.96
41400 Other Misc Income	\$306,906.29
<b>Total for 41000 Income</b>	<b>\$306,906.29</b>
<b>Total for Income</b>	<b>\$306,906.29</b>
<b>Gross Profit</b>	<b>\$306,906.29</b>
Expenses	
60000 Benevolence Funds	27,325.00
60100 Synod Mission Support	\$27,325.00
<b>Total for 60000 Benevolence Funds</b>	<b>\$27,325.00</b>
61000 Worship	601.71
61200 Altar Supplies	216.00
61202 Music Licenses & Worship Supplies	7.22
61203 Rooted Service	\$824.93
<b>Total for 61000 Worship</b>	<b>\$824.93</b>
62000 Witness	807.91
62301 Pastor Outreach	\$807.91
<b>Total for 62000 Witness</b>	<b>\$807.91</b>
64000 Learning	260.99
64500 Sunday School	147.94
64551 Youth - LCI Activities	\$408.93
<b>Total for 64000 Learning</b>	<b>\$408.93</b>
65000 Congregational Events	\$3,277.50
65601 Council Retreat	372.19
65603 Congregational Events	1,472.74
65605 Hospitality	125.22
65612 Professional Leadership Conference	840.00
<b>Total for 65000 Congregational Events</b>	<b>\$6,087.65</b>
66000 Stewardship	235.41
67000 Administration	8,380.65
67700 Office Supplies & Equipment	794.40
67703 Social Media & Advertising	11,028.14
67704 Bookkeeper	\$20,203.19
<b>Total for 67000 Administration</b>	<b>\$20,203.19</b>

**Profit and Loss**  
**Lutheran Church of the Incarnation**  
**January 1-December 8, 2025**

DISTRIBUTION ACCOUNT	TOTAL
68000 Property General Maintenance	\$4,501.02
68750 General Maintenance & Supplies	908.14
68751 City Services	10,194.76
68752 Telephone	1,719.41
68753 Fire System	1,330.31
68754 Utilities - PG&E	9,427.62
68755 Utilities - Solar	3,850.00
68756 Property Insurance	0.00
68757 Cleaning Services	10,000.00
68772 Mortgage (est 2015) Interest	19,244.58
68780 Landscaping	5,500.00
<b>Total for 68000 Property General Maintenance</b>	<b>\$66,675.84</b>
70000 Support Staff	
70701 Administrative Asst Pay	12,980.50
70703 Youth Director Salary	16,350.00
70708 Pianist/Organ Pay	9,533.00
70709 Cantor Pay	2,700.00
70711 Substitute Pastor	8,100.00
70720 Workers Compensation Insurance	2,020.00
70721 Payroll Taxes	10,378.32
70722 Payroll Service Fees	2,366.75
<b>Total for 70000 Support Staff</b>	<b>\$64,428.57</b>
71000 Pastors Compensation Package	
71900 Defined Compensation	
71901 Net Salary	44,925.60
71902 Elective Deductions - FSA, Pension	5,006.54
<b>Total for 71900 Defined Compensation</b>	<b>\$49,932.14</b>
71903 Housing Allowance	37,000.00
71904 Benefits- Retirement	10,013.08
71906 Benefits- Disability	300.41
71909 Continuing Education	75.00
71910 Benefits- Basic Group Life	200.31
71911 Professional Reimbursements	1,963.00
<b>Total for 71000 Pastors Compensation Package</b>	<b>\$99,483.94</b>
<b>Total for Expenses</b>	<b>\$286,481.37</b>
<b>Net Operating Income</b>	<b>\$20,424.92</b>
<b>Net Other Income</b>	
<b>Net Income</b>	<b>\$20,424.92</b>



Kenny Doss <kenny.doss@gmail.com>

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## LCI Council Meeting Agenda - December 9 at 6:30pm

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holderbeinr@sbcglobal.net <holderbeinr@sbcglobal.net>

Tue, Dec 9, 2025 at 11:11 AM

To: Kenny Doss <kenny.doss@gmail.com>, Tim Paulson <tpaulson57@comcast.net>, Karen Slabaugh <kslabbaugh@djusd.net>, Kathryn Schnaible

<kathryn.schnaible@icloud.com>, mark.bandstra@gmail.com, judyhull@urcad.org, Dan Walker <dwalker22172@gmail.com>, Dan Smith

<lcidavis.pastor@gmail.com>, admzufall@ucdavis.edu

Cc: Lindsey Burns <lcidavis.youth@gmail.com>

Sanctuary camera update.

The new camera is up and running. Thanks to John Huegli for his help in getting the live stream working.

You can see what it looks like here [LCI Davis Live 2025 - Second Sunday of Advent](#)

I will fix the low volume in next week's stream.