

Lutheran Church of the Incarnation Council Meeting Agenda

January 10, 2023, 7:00 pm, via Zoom

Council Members present: Carol Huegli (2023), Ed Green (2023), Jeff de Ropp (2023), Becky Linvill (2024), Karl Larson (2024), Bob Kerr (2025), Jenny Fortuna (2025), Vern Holmes (2025), Pr. Dan Smith

A. Introduction: Carol

B. Opening Prayer & Study: Pastor Dan

Pastor Dan led us in a great discussion of “Striving for justice & peace in all the earth”, the final section from the ELCA resource “Living Our Baptism”.

C. Pastor’s Report (verbal):

Pastors Dan & Vern are beginning an adult forum class on stewardship on Sunday mornings at 9:00am on the book *Ask, Thank, Tell*, a wonderful resource about stewardship, and all are encouraged to attend. Other things: Christmas Eve services went well and the 5pm service was especially well attended. Karen Slinkard is the new Worship & Music Chair, and that committee is beginning to meet again. Pastor Dan continues preaching, teaching, and pastoral care, along with teaching of the confirmation class. We do confirmation class with DLC and will do Lent mid-week services with them as well.

D. Approval of December Council meeting minutes: Jeff

Motion to approve minutes presented by Jeff, seconded by Bob, and approved 9-0-0. Minutes will be posted to our website.

E. December Financial Report: Karl & Jeff

- 1) December Financial Report and QuickBooks ledger both attached; general funds surplus is \$59,722.
- 2) Employee Retention Credit (ERC). ERC funding in the amount of \$18,752 was received from the federal government. This is the final phase of pandemic relief funding.

F. Council Action Items:

- 1) Synod giving (discussion only). There was wide-spread support for increasing giving to the Synod. Karl and Vern will work on specific recommendations that will first be reviewed by the Executive Committee.

G. President’s Report:

- 1) Council Retreat will occur on March 18. Pastors Dan & Vern along with Carol will begin planning soon.

H. Committee and other Reports

- 1) Stewardship: Vern Holmes

Vern discussed stewardship in light of our support of the Synod, and general principles of stewardship.

- 2) Social Justice (attached)

Lutheran Church of the Incarnation Balance Sheet

As of December 31, 2022

Bank Accounts

4 MM - First Northern Bank	68,449.43
8 First Northern Bank - operating	143,243.06
Total Bank Accounts	\$ 211,692.49

Obligations

20115 MMPs	0.00
------------	------

Operating Reserves

20213 Worship/Music Reserve	3,203.44
20301 Pastor's Discretionary Fund	3,182.92
20500 Youth / Day Camp / Mt. Cross	4,276.03
20551 Mission Trip Fund	4,213.01
20614 Hospitality	1,361.36
20759 Major Maintenance Reserve	66,313.10
Total Operating Reserves	\$ 82,549.86

Protected Reserves

20760 Columbarium Fund	38,399.19
20776 Sanctuary Renovation	971.65
24151 Endowment Fund	30,050.24
Total Protected Reserves	\$ 69,421.08

Total of all bank accounts	211,692.49
Less all reserves & obligations	151,970.94
Operating cash surplus	59,721.55

Mortgage Principal Balance	481,996.54
----------------------------	------------

Undesignated Income

	Dec 2022	YTD
41000 Income		
41100 Offerings	38,969.63	297,251.71
41310 Rents Applegate Nursery		19,600.00
41320 Rents Other		1,276.00
41400 Other Misc Income		1,942.13

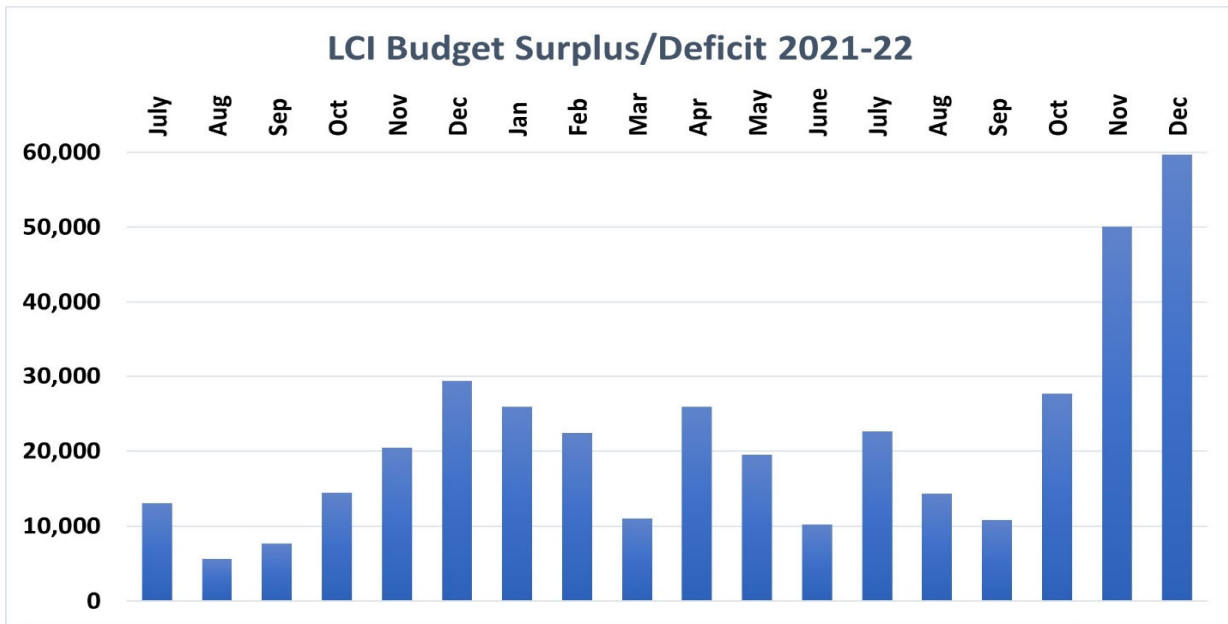
Total 41000 Income **38,969.63** **320,069.84**

Designated Income

Designated for Operating Reserves	47,612.96	62,255.50
Designated for Protected Reserves	184.25	29,073.98
Designated for MMPs	883.00	3,906.76

Total designated income **48,680.21** **95,236.24**

Total Income **87,649.84** **415,306.08**



Lutheran Church of the Incarnation

Spending vs Budget 1-1-22 to 12-31-22

	Actual	Budget	%
Expenses			
60000 Benevolence Funds			
60100 Synod Mission Support	10,147.70		
Total 60000 Benevolence Funds	10,147.70	9,500.00	106.8
61000 Worship			
61200 Altar Supplies	497.12		
61202 Music Licenses etc	1,866.07		
61203 Rooted services	88.29		
61209 Special Music	400.00		
61213 Piano Maint	200.00		
61215 Devotional Booklets	48.94		
Total 61000 Worship	3,100.42	5,630.00	55.1
6200 Witness			
62300 Social Justice Committee	400.00		
62301 Pastor Outreach	116.88		
Total 62000 Witness	516.88	1,525.00	33.9
64000 Learning			
64500 Sunday School	2,264.15		
64501 Confirmation Ministry	8.97		
64502 Adult Education-Bible Studies	152.02		
64551 Youth - LCI Activities	164.06		
Total 64000 Learning	2,589.20	6,715.00	38.6
65000 Congregational Events			
65600 Synod Assembly	1,009.08		
65603 Congregational Events	584.60		
65605 Hospitality	39.70		
65612 Professional Leadership	325.00		
Total 65000 Congregational Events	1,958.38	3,500.00	56.0
66000 Stewardship			
Total 66000 Stewardship	0.00	950.00	0.0
67000 Administration			
67700 Office Supplies & Equipment	5,155.46		
67701 Postage	179.50		
67703 Social Media & Advertising	877.00		
Total 67000 Administration	6,211.96	9,500.00	65.4
68000 Property General Maintenance			
68750 General Maintenance & Supplies	3,116.57		
68751 City Services	11,323.54		
68752 Telephone	1,468.43		
68753 Fire System	1037.00		
68754 Utilities - PG&E	3,791.62		
68755 Utilities - Solar	4,500.00		
68756 Property Insurance	13,014.00		
68757 Cleaning Services	9,490.00		
20774 & 68772 Mortgage	33,605.00		
Total 68000 Property General Maintenance	81,346.16	81,560.00	99.7

	Actual	Budget	%
70000 Support Staff			
70701 Administrative Asst Pay	9,614.92		
70703 Youth Director Salary	17,903.44		
70706 Music Director Pay	18,234.03		
70710 Substitute Musician	550.00		
70711 Substitute Pastor	2,913.75		
70720 Workman's Comp	676.00		
70721 Payroll Taxes	9,126.69		
70722 Payroll Service Fees	1,822.43		
Total 70000 Support Staff	60,841.26	65,909.60	92.3
71000 Pastors Compensation Package			
71900 Defined Compensation			
71901 Net Salary	53,402.86		
71902 Elective Deductions	11,430.96		
Total 71900 Defined Compensation	64,833.82		
Benefits			
71903 Housing Allowance	44,400.00		
71904 Benefits- Retirement	10,923.36		
71906 Benefits- Disability	1,420.08		
71910 Benefits- Basic Group Life	983.16		
71911 Professional Reimbursements	1,205.71		
Total 71000 Pastors Compensation	123,766.13	125,560.60	98.6
Grand Total Expenses	290,478.09	310,350.20	93.6

Target after 12 months is 100% of budget spent.



Lutheran Church of the Incarnation

Transaction Detail by Account

December 2022

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
4 MM - First Northern Bank							
12/23/2022	Deposit			Monthly interest split between Columbarium & Endowment	-Split-	14.25	14.25
Total for 4 MM - First Northern Bank						\$14.25	
8 First Northern Bank - operating							
12/01/2022	Expense		Thrivent Financial (Mortgage)	THRIVENT FINANCL MORTG-PMTS 2000 THRIVENT FINANCL MORTG-PMTS 200016170:0	-Split-	-3,055.00	-3,055.00
12/01/2022	Expense		RAYMOND JAMES & BROKERAGE	monthly payment for solar panels; RAYMOND JAMES & BROKERAGE 513454 RAYMOND JAMES & BROKERAGE 5134549000022	68755 Property General Maintenance:Utilities - Solar	-350.00	-3,405.00
12/02/2022	Expense		MinistrySafe	background checks & training charges; XX9387 DDA RECURR 12/01 03:04 MI XX9387 DDA RECURR 12/01 03:04 MINISTRYSAFE LLC 8177377	64500 Learning:Sunday School	-664.00	-4,069.00
12/05/2022	Expense		ARCO AM/PM	candy for confirmation class students; XX7571 CHK PURCHASE 12/04 15:41 XX7571 CHK PURCHASE 12/04 15:41 ARCO#82619PAUL DAVIS C	64501 Learning:Confirmation Ministry	-8.97	-4,077.97
12/05/2022	Check	7070	Jennifer Fortuna	reimbursement to Jennifer Fortuna for LiveScan done at PDQ Parcel Dispatch	64500 Learning:Sunday School	-22.00	-4,099.97
12/05/2022	Expense		Microsoft	annual renewal MS 365 subscription for Pastor Dan; XX7605 CHK PURCHASE 12/04 04:06 XX7605 CHK PURCHASE 12/04 04:06 Microsoft*Subscr Redmo	67700 Administration:Office Supplies & Equipment	-69.99	-4,169.96
12/06/2022	Deposit		Wayfair	full refund of order placed by mistake; XX7571 ADJ CREDIT 12/05 09:18 WF XX7571 ADJ CREDIT 12/05 09:18 WF* WAYFAIR35893 BOSTON	27200 Other Liabilities	343.63	-3,826.33
12/08/2022	Expense		CapinCrouse	final \$2K instalment of \$3K total (plus \$8.93 mailing fee) to have CapinCrouse prepare & file our Employee Retention Credit. Funded by 3K gift to Worship & Music reserve by J. de Ropp on 9/15/22; XX9387 CHK PURCHASE 12/07 11:58 XX9387 CHK PURCHASE 12/07 11:58 CAPIN CROUSE LLP 505-5	20213 Worship/Music Reserve	-2,008.93	-5,835.26
12/09/2022	Expense		Target	supplies for youth group Christmas party held on 12-11-22; XX7571 CHK PURCHASE 12/09 11:44 XX7571 CHK PURCHASE 12/09 11:44 TARGET T-2268 West Sac	64551 Learning:Youth - LCI Activities	-76.62	-5,911.88
12/09/2022	Expense		Amazon	HDMI splitter for worship services; XX6573 CHK PURCHASE 12/09 15:04 XX6573 CHK PURCHASE 12/09 15:04 AMAZON.COM*TM1DY SEATT	61202 Worship:Music Licenses & Worship Supplies	-26.99	-5,938.87
12/12/2022	Expense		Paychex	Paychex fee; PAYCHEX EIB INVOICE X99878600039 PAYCHEX EIB INVOICE X99878600039961	70722 Support Staff:Payroll Service Fees	-88.08	-6,026.95
12/12/2022	Expense		Church Mutual Insurance Company	annual premium for 2023 property insurance, umbrella portion; CM SELECT INSURA BILLPAY CHURCH CM SELECT INSURA BILLPAY CHURCH MUTUAL I	68756 Property General Maintenance:Property Insurance	-350.00	-6,376.95
12/12/2022	Expense		Church Mutual Insurance Company	annual premium for 2023 property insurance, multi-peril portion; CM SELECT INSURA BILLPAY CHURCH CM SELECT INSURA BILLPAY CHURCH MUTUAL I	68756 Property General Maintenance:Property Insurance	-5,148.00	11,524.95
12/13/2022	Expense		PG&E (1990567673-0)	PGANDE WEB ONLINE 35710401112522	68754 Property General Maintenance:Utilities - PG&E	-581.76	12,106.71
12/13/2022	Expense		Mountain Mike's Pizza	pizza for youth group Christmas party held on 12-11-22; XX7571 CHK PURCHASE 12/11 09:00 XX7571 CHK PURCHASE 12/11 09:00 MOUNTAIN MIKES P 92549	64551 Learning:Youth - LCI Activities	-80.45	12,187.16
12/14/2022	Expense		Paychex	mid-December payroll; PAYCHEX-RCX PAYROLL 000815000011 PAYCHEX-RCX PAYROLL 00081500001130X	-Split-	-6,417.10	18,604.26
12/15/2022	Expense		Paychex	mid-December payroll taxes; AYCHEX TPS TAXES 00078100020003 PAYCHEX TPS TAXES 00078100020003X	70721 Support Staff:Payroll Taxes	-298.00	18,902.26
12/16/2022	Expense		INTUIT*QB	QuickBooks monthly recurring charge; INTUIT * QBooks Onl 6257458	67700 Administration:Office Supplies & Equipment	-55.00	18,957.26

Lutheran Church of the Incarnation

Transaction Detail by Account

December 2022

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
12/19/2022	Deposit			mid-December counter's sheets	-Split-	12,487.26	-6,470.00
12/20/2022	Deposit			donation from Christine Bruhn; 00147: AMER CENT INVESTMENT 0000 00147: AMER CENT INVESTMENT 000000303779082	20759 Major Maintenance Reserve	6,001.74	-468.26
12/20/2022	Expense		PG&E (1990567673-0)	additional payment to PGE due to meter malfunction undercharging us originally; PGANDE WEB ONLINE 36562034120522	68754 Property General Maintenance:Utilities - PG&E	-895.01	-1,363.27
12/20/2022	Expense		City of Davis	December city services bill; CITY OF DAVIS UT BILL 0010874500 CITY OF DAVIS UT BILL 001087450010861	68751 Property General Maintenance:City Services	-1,611.98	-2,975.25
12/20/2022	Expense		TOSHIBA FINANCIAL SERVICES	Monthly charge for Toshiba copier; Equipment Financ OnlineInv BGGBK Equipment Financ OnlineInv BGGBK2002731203	67700 Administration:Office Supplies & Equipment	-207.11	-3,182.36
12/20/2022	Expense		Power Business Technology	Quarterly page charges for Toshiba copier; XX9387 CHK PURCHASE 09/15 20:56 XX9387 CHK PURCHASE 09/15 20:56 POWER BUSINESS T AR@PO	67700 Administration:Office Supplies & Equipment	-71.43	-3,253.79
12/20/2022	Expense		Davis Enterprise	ads in Davis Enterprise for Christmas Eve services; XX9387 CHK PURCHASE 12/19 21:27 XX9387 CHK PURCHASE 12/19 21:27 IN DAVIS ENTERP DAVIS	67703 Administration:Social Media & Advertising	-82.50	-3,336.29
12/20/2022	Expense		Paychex	monthly charge for PayChex Time & Attendance module; PAYCHEX-OAB INVOICE 002184000257 PAYCHEX-OAB INVOICE 00218400025700X	70722 Support Staff:Payroll Service Fees	-59.00	-3,395.29
12/21/2022	Expense		Davis Enterprise	more ads in Davis Enterprise for Christmas Eve services; XX9387 CHK PURCHASE 12/21 14:29 XX9387 CHK PURCHASE 12/21 14:29 IN DAVIS ENTERP DAVIS	67703 Administration:Social Media & Advertising	-82.50	-3,477.79
12/21/2022	Expense		Portico Benefit Services	December pastor's benefits; PORTICO BENEFIT 8003522876 2PZN1 PORTICO BENEFIT 8003522876 2PZN1MWKH7J02OC	-Split-	-2,063.13	-5,540.92
12/23/2022	Expense		Foothill Fire Protection	Annual Fire Sprinkler Inspection; XX9387 CHK PURCHASE 12/21 14:32 XX9387 CHK PURCHASE 12/21 14:32 STAX *FOOTHILL 916-975	68753 Property General Maintenance:Fire System	-385.00	-5,925.92
12/23/2022	Expense		PG&E (2032234337-5)	PGANDE WEB ONLINE 36835568120722	68754 Property General Maintenance:Utilities - PG&E	-23.82	-5,949.74
12/27/2022	Deposit			December PayPal giving 11-28-22 to 12-26-22; PAYPAL TRANSFER 1024333070114	41100 Income:Offerings	7,826.54	1,876.80
12/27/2022	Check	7075	Karen Slabaugh	reimbursement to Karen Slabaugh for tree and poinsettias for Christmas services	61200 Worship:Altar Supplies	-215.12	1,661.68
12/27/2022	Expense		AT&T - Phone	ATT Payment XXXX8003EPAYA	68752 Property General Maintenance:Telephone	-123.17	1,538.51
12/27/2022	Expense		CrashPlan	Crashplan monthly fee; XX9387 DDA RECURR 12/25 08:52 DR XX9387 DDA RECURR 12/25 08:52 DRI*CRASHPLAN CRASHPLAN.	67700 Administration:Office Supplies & Equipment	-9.99	1,528.52
12/27/2022	Expense		Opening Doors Inc	Christmas Eve offering directed to Opening Doors; XX9387 CHK PURCHASE 12/26 19:09 XX9387 CHK PURCHASE 12/26 19:09 WWW.OPENINGDOORSSACRA	20115 Special Benevolences	-883.00	645.52
12/28/2022	Expense		Breeze ChMS	ChMS Breeze monthly recurring charge; XX9387 DDA RECURR 12/27 08:29 BR XX9387 DDA RECURR 12/27 08:29 BREEZE CHMS NASHVILLE TN	67700 Administration:Office Supplies & Equipment	-67.00	578.52
12/29/2022	Expense		Paychex	end-of-December payroll; PAYCHEX - RCX PAYROLL 0032480000 PAYCHEX - RCX PAYROLL 00324800004510X	-Split-	-6,167.09	-5,588.57
12/29/2022	Deposit			end-of-December counter's sheets	-Split-	60,425.22	54,836.65
12/30/2022	Deposit			PayPal giving 12-26-22 to 12-27-22; PAYPAL TRANSFER 1024389580901	41100 Income:Offerings	552.78	55,389.43
12/30/2022	Deposit			PayPal giving 12-28-22 to 12-29-22; PAYPAL TRANSFER 1024395612057	41100 Income:Offerings	342.05	55,731.48
12/30/2022	Expense		Paychex	end-of-December payroll taxes; PAYCHEX TPS TAXES 00317500027907 PAYCHEX TPS TAXES 00317500027907X	70721 Support Staff:Payroll Taxes	-298.01	55,433.47
Total for 8 First Northern Bank - operating						\$55,433.47	

Lutheran Church of the Incarnation

Transaction Detail by Account

December 2022

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
20115 Special Benevolences							
12/27/2022	Expense		Opening Doors Inc	Christmas Eve offering directed to Opening Doors; XX9387 CHK PURCHASE 12/26 19:09 XX9387 CHK PURCHASE 12/26 19:09 WWW.OPENINGDOORSSACRA	8 First Northern Bank - operating	-883.00	-883.00
12/29/2022	Deposit			Christmas Eve offering for Opening Doors	8 First Northern Bank - operating	883.00	0.00
Total for 20115 Special Benevolences						\$0.00	
20774 Mortgage - regular							
12/01/2022	Expense		Thrivent Financial (Mortgage)	principal	8 First Northern Bank - operating	-996.47	-996.47
Total for 20774 Mortgage - regular						\$ -996.47	
27200 Other Liabilities							
12/06/2022	Deposit		Wayfair	full refund of order placed by mistake; XX7571 ADJ CREDIT 12/05 09:18 WF XX7571 ADJ CREDIT 12/05 09:18 WF* WAYFAIR35893 BOSTON	8 First Northern Bank - operating	343.63	343.63
Total for 27200 Other Liabilities						\$343.63	
20213 Worship/Music Reserve							
12/08/2022	Expense		CapinCrouse	final \$2K instalment of \$3K total (plus \$8.93 mailing fee) to have CapinCrouse prepare & file our Employee Retention Credit. Funded by 3K gift to Worship & Music reserve by J. de Ropp on 9/15/22; XX9387 CHK PURCHASE 12/07 11:58 XX9387 CHK PURCHASE 12/07 11:58 CAPIN CROUSE LLP 505-5	8 First Northern Bank - operating	-2,008.93	-2,008.93
Total for 20213 Worship/Music Reserve						\$ -2,008.93	
20759 Major Maintenance Reserve							
12/19/2022	Deposit			Major Main Reserve	8 First Northern Bank - operating	2,364.00	2,364.00
12/20/2022	Deposit			donation from Christine Bruhn; 00147: AMER CENT INVESTMENT 0000 00147: AMER CENT INVESTMENT 000000303779082	8 First Northern Bank - operating	6,001.74	8,365.74
12/29/2022	Deposit			Major Main Reserve	8 First Northern Bank - operating	39,247.22	47,612.96
Total for 20759 Major Maintenance Reserve						\$47,612.96	
20760 Columbarium Fund							
12/23/2022	Deposit			interest	4 MM - First Northern Bank	7.13	7.13
Total for 20760 Columbarium Fund						\$7.13	
20776 Sanctuary Renovation							
12/19/2022	Deposit			sanct renov	8 First Northern Bank - operating	170.00	170.00
Total for 20776 Sanctuary Renovation						\$170.00	
24151 Endowment Fund							
12/23/2022	Deposit			interest	4 MM - First Northern Bank	7.12	7.12
Total for 24151 Endowment Fund						\$7.12	
41000 Income							
41100 Offerings							
12/19/2022	Deposit			general funds	8 First Northern Bank - operating	9,953.26	9,953.26
12/27/2022	Deposit			general funds	8 First Northern Bank - operating	7,826.54	17,779.80
12/29/2022	Deposit			general funds	8 First Northern Bank - operating	20,295.00	38,074.80
12/30/2022	Deposit			general funds	8 First Northern Bank - operating	552.78	38,627.58

Lutheran Church of the Incarnation

Transaction Detail by Account

December 2022

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
12/30/2022	Deposit			general funds	8 First Northern Bank - operating	342.05	38,969.63
Total for 41100 Offerings						\$38,969.63	
Total for 41000 Income						\$38,969.63	
61000 Worship							
61200 Altar Supplies							
12/27/2022	Check	7075	Karen Slabaugh	reimbursement to Karen Slabaugh for tree and poinsettias for Christmas services	8 First Northern Bank - operating	215.12	215.12
Total for 61200 Altar Supplies						\$215.12	
61202 Music Licenses & Worship Supplies							
12/09/2022	Expense		Amazon	HDMI splitter for worship services; XX6573 CHK PURCHASE 12/09 15:04 XX6573 CHK PURCHASE 12/09 15:04 AMAZON.COM*TM1DY SEATT	8 First Northern Bank - operating	26.99	26.99
Total for 61202 Music Licenses & Worship Supplies						\$26.99	
Total for 61000 Worship						\$242.11	
64000 Learning							
64500 Sunday School							
12/02/2022	Expense		MinistrySafe	background checks & training charges; XX9387 DDA RECURR 12/01 03:04 MI XX9387 DDA RECURR 12/01 03:04 MINISTRYSAFE LLC 8177377	8 First Northern Bank - operating	664.00	664.00
12/05/2022	Check	7070	Jennifer Fortuna	reimbursement to Jennifer Fortuna for LiveScan done at PDQ Parcel Dispatch	8 First Northern Bank - operating	22.00	686.00
Total for 64500 Sunday School						\$686.00	
64501 Confirmation Ministry							
12/05/2022	Expense		ARCO AM/PM	candy for confirmation class students; XX7571 CHK PURCHASE 12/04 15:41 XX7571 CHK PURCHASE 12/04 15:41 ARCO#82619PAUL DAVIS C	8 First Northern Bank - operating	8.97	8.97
Total for 64501 Confirmation Ministry						\$8.97	
64551 Youth - LCI Activities							
12/09/2022	Expense		Target	supplies for youth group Christmas party held on 12-11-22; XX7571 CHK PURCHASE 12/09 11:44 XX7571 CHK PURCHASE 12/09 11:44 TARGET T-2268 West Sac	8 First Northern Bank - operating	76.62	76.62
12/13/2022	Expense		Mountain Mike's Pizza	pizza for youth group Christmas party held on 12-11-22; XX7571 CHK PURCHASE 12/11 09:00 XX7571 CHK PURCHASE 12/11 09:00 MOUNTAIN MIKES P 92549	8 First Northern Bank - operating	80.45	157.07
Total for 64551 Youth - LCI Activities						\$157.07	
Total for 64000 Learning						\$852.04	
67000 Administration							
67700 Office Supplies & Equipment							
12/05/2022	Expense		Microsoft	annual renewal MS 365 subscription for Pastor Dan; XX7605 CHK PURCHASE 12/04 04:06 XX7605 CHK PURCHASE 12/04 04:06 Microsoft*Subscr Redmo	8 First Northern Bank - operating	69.99	69.99
12/16/2022	Expense		INTUIT*QB	QuickBooks monthly recurring charge; INTUIT * QBooks Onl 6257458	8 First Northern Bank - operating	55.00	124.99
12/20/2022	Expense		TOSHIBA FINANCIAL SERVICES	Monthly charge for Toshiba copier; Equipment Financ OnlineInv BGGBK Equipment Financ OnlineInv BGGBK2002731203	8 First Northern Bank - operating	207.11	332.10
12/20/2022	Expense		Power Business Technology	Quarterly page charges for Toshiba copier; XX9387 CHK PURCHASE 09/15 20:56 XX9387 CHK PURCHASE 09/15 20:56 POWER BUSINESS T AR@PO	8 First Northern Bank - operating	71.43	403.53
12/27/2022	Expense		CrashPlan	Crashplan monthly fee; XX9387 DDA RECURR 12/25 08:52 DR XX9387 DDA RECURR 12/25 08:52 DRI*CRASHPLAN CRASHPLAN.	8 First Northern Bank - operating	9.99	413.52
12/28/2022	Expense		Breeze ChMS	ChMS Breeze monthly recurring charge; XX9387 DDA RECURR 12/27 08:29 BR XX9387 DDA RECURR 12/27 08:29 BREEZE CHMS NASHVILLE TN	8 First Northern Bank - operating	67.00	480.52

Lutheran Church of the Incarnation

Transaction Detail by Account

December 2022

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Total for 67700 Office Supplies & Equipment						\$480.52	
67703 Social Media & Advertising							
12/20/2022	Expense		Davis Enterprise	ads in Davis Enterprise for Christmas Eve services; XX9387 CHK PURCHASE 12/19 21:27 XX9387 CHK PURCHASE 12/19 21:27 IN DAVIS ENTERP DAVIS	8 First Northern Bank - operating	82.50	82.50
12/21/2022	Expense		Davis Enterprise	more ads in Davis Enterprise for Christmas Eve services; XX9387 CHK PURCHASE 12/21 14:29 XX9387 CHK PURCHASE 12/21 14:29 IN DAVIS ENTERP DAVIS	8 First Northern Bank - operating	82.50	165.00
Total for 67703 Social Media & Advertising						\$165.00	
Total for 67000 Administration						\$645.52	
68000 Property General Maintenance							
68751 City Services							
12/20/2022	Expense		City of Davis	December city services bill; CITY OF DAVIS UT BILL 0010874500 CITY OF DAVIS UT BILL 001087450010861	8 First Northern Bank - operating	1,611.98	1,611.98
Total for 68751 City Services						\$1,611.98	
68752 Telephone							
12/27/2022	Expense		AT&T - Phone	ATT Payment XXXXX8003EPAYA	8 First Northern Bank - operating	123.17	123.17
Total for 68752 Telephone						\$123.17	
68753 Fire System							
12/23/2022	Expense		Foothill Fire Protection	Annual Fire Sprinkler Inspection; XX9387 CHK PURCHASE 12/21 14:32 XX9387 CHK PURCHASE 12/21 14:32 STAX *FOOTHILL 916-975	8 First Northern Bank - operating	385.00	385.00
Total for 68753 Fire System						\$385.00	
68754 Utilities - PG&E							
12/13/2022	Expense		PG&E (1990567673-0)	PGANDE WEB ONLINE 35710401112522	8 First Northern Bank - operating	581.76	581.76
12/20/2022	Expense		PG&E (1990567673-0)	additional payment to PGE due to meter malfunction undercharging us originally; PGANDE WEB ONLINE 36562034120522	8 First Northern Bank - operating	895.01	1,476.77
12/23/2022	Expense		PG&E (2032234337-5)	PGANDE WEB ONLINE 36835568120722	8 First Northern Bank - operating	23.82	1,500.59
Total for 68754 Utilities - PG&E						\$1,500.59	
68755 Utilities - Solar							
12/01/2022	Expense		RAYMOND JAMES & BROKERAGE	monthly payment for solar panels; RAYMOND JAMES & BROKERAGE 513454 RAYMOND JAMES & BROKERAGE 5134549000022	8 First Northern Bank - operating	350.00	350.00
Total for 68755 Utilities - Solar						\$350.00	
68756 Property Insurance							
12/12/2022	Expense		Church Mutual Insurance Company	annual premium for 2023 property insurance, umbrella portion; CM SELECT INSURA BILLPAY CHURCH CM SELECT INSURA BILLPAY CHURCH MUTUAL I	8 First Northern Bank - operating	350.00	350.00
12/12/2022	Expense		Church Mutual Insurance Company	annual premium for 2023 property insurance, multi-peril portion; CM SELECT INSURA BILLPAY CHURCH CM SELECT INSURA BILLPAY CHURCH MUTUAL I	8 First Northern Bank - operating	5,148.00	5,498.00
Total for 68756 Property Insurance						\$5,498.00	
68757 Cleaning Services							
12/14/2022	Expense		Paychex	janitorial - Yolo EcoClean	8 First Northern Bank - operating	750.00	750.00
12/29/2022	Expense		Paychex	janitorial - Yolo EcoClean	8 First Northern Bank - operating	500.00	1,250.00
Total for 68757 Cleaning Services						\$1,250.00	

Lutheran Church of the Incarnation

Transaction Detail by Account

December 2022

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
68772 Mortgage (est 2015) Interest							
12/01/2022	Expense		Thrivent Financial (Mortgage)	interest	8 First Northern Bank - operating	2,058.53	2,058.53
Total for 68772 Mortgage (est 2015) Interest						\$2,058.53	
Total for 68000 Property General Maintenance						\$12,777.27	
70000 Support Staff							
70701 Administrative Asst Pay							
12/14/2022	Expense		Paychex	office admin	8 First Northern Bank - operating	484.19	484.19
12/29/2022	Expense		Paychex	office admin	8 First Northern Bank - operating	484.19	968.38
Total for 70701 Administrative Asst Pay						\$968.38	
70703 Youth Director Salary							
12/14/2022	Expense		Paychex	youth director	8 First Northern Bank - operating	745.98	745.98
12/29/2022	Expense		Paychex	youth director	8 First Northern Bank - operating	745.98	1,491.96
Total for 70703 Youth Director Salary						\$1,491.96	
70706 Music Director Pay							
12/14/2022	Expense		Paychex	music director	8 First Northern Bank - operating	361.81	361.81
12/29/2022	Expense		Paychex	music director	8 First Northern Bank - operating	361.80	723.61
Total for 70706 Music Director Pay						\$723.61	
70721 Payroll Taxes							
12/15/2022	Expense		Paychex	mid-December payroll taxes; AYCHEX TPS TAXES 00078100020003 PAYCHEX TPS TAXES 00078100020003X	8 First Northern Bank - operating	298.00	298.00
12/30/2022	Expense		Paychex	end-of-December payroll taxes; PAYCHEX TPS TAXES 00317500027907 PAYCHEX TPS TAXES 00317500027907X	8 First Northern Bank - operating	298.01	596.01
Total for 70721 Payroll Taxes						\$596.01	
70722 Payroll Service Fees							
12/12/2022	Expense		Paychex	Paychex fee; PAYCHEX EIB INVOICE X99878600039 PAYCHEX EIB INVOICE X99878600039961	8 First Northern Bank - operating	88.08	88.08
12/20/2022	Expense		Paychex	monthly charge for PayChex Time & Attendance module; PAYCHEX-OAB INVOICE 002184000257 PAYCHEX-OAB INVOICE 00218400025700X	8 First Northern Bank - operating	59.00	147.08
Total for 70722 Payroll Service Fees						\$147.08	
Total for 70000 Support Staff						\$3,927.04	
71000 Pastors Compensation Package							
71900 Defined Compensation							
71901 Net Salary							
12/14/2022	Expense		Paychex	pastor salary	8 First Northern Bank - operating	2,225.12	2,225.12
12/29/2022	Expense		Paychex	pastor salary	8 First Northern Bank - operating	2,225.12	4,450.24
Total for 71901 Net Salary						\$4,450.24	
71902 Elective Deductions - FSA, Pension							
12/21/2022	Expense		Portico Benefit Services	elective contributions	8 First Northern Bank - operating	952.58	952.58
Total for 71902 Elective Deductions - FSA, Pension						\$952.58	
Total for 71900 Defined Compensation						\$5,402.82	
71903 Housing Allowance							
12/14/2022	Expense		Paychex	pastor housing	8 First Northern Bank - operating	1,850.00	1,850.00

Lutheran Church of the Incarnation

Transaction Detail by Account

December 2022

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
12/29/2022	Expense		Paychex	pastor housing	operating 8 First Northern Bank - operating	1,850.00	3,700.00
Total for 71903 Housing Allowance						\$3,700.00	
71904 Benefits- Retirement							
12/21/2022	Expense		Portico Benefit Services	employer paid retirement	8 First Northern Bank - operating	910.28	910.28
Total for 71904 Benefits- Retirement						\$910.28	
71906 Benefits- Disability							
12/21/2022	Expense		Portico Benefit Services	disability	8 First Northern Bank - operating	118.34	118.34
Total for 71906 Benefits- Disability						\$118.34	
71910 Benefits- Basic Group Life							
12/21/2022	Expense		Portico Benefit Services	group life	8 First Northern Bank - operating	81.93	81.93
Total for 71910 Benefits- Basic Group Life						\$81.93	
Total for 71000 Pastors Compensation Package						\$10,213.37	

**Social Justice Committee
Minutes 12/7/22**

**Participants: Jill VanZanten, Ellen Kolarik,
Marvie Paulson, Becky Linville**

1. **Devotion:** Marvie
2. **Advocacy:**
 - a. **Advocacy in Quarantine (LOPP):** On hold until January 1st, 2023.
Information Only
 - b. **Advocacy Sunday at LCI:** Marvie plans to publicize the Bread for the World “Offering of Letters” event 4/23/22 which will raise up the Farm Bill for advocacy
 - c. **Interfaith Housing Justice:** Leah Rothstein event 11/17/22– 175 participated with slightly less than 100 participating in person and the rest by video. Outreach to participants now being planned to invite volunteers to work on issues and to determine which city wide interventions to support housing would be most palatable.

Ellen’s list of ideas pulled from Rothstein’s talk is attached to the minutes. The link to the event recording is:

<https://youtu.be/1Bp35nX9a54>

Councilman-elect Bapu Vaitla was among the attendees. In a post Rothstein meeting, Vaitla shared that the city will be finalizing an updated AFO in June of 2023. He suggests and IHJD is considering sponsoring a townwide education program focusing on the Affordable Housing Ordinance (AHO) to inform residents of the purpose of the ordinance and to encourage their advocacy for an ordinance with more low income housing friendly policies.

3. **Community Service:** How many commitments can our aging community handle? How do we circulate potential service opportunities without signaling that this is a requirement for staff participation? Jeff DeRopp shared with the group the current limitations council is experiencing regarding programming. It was agreed that no new outreach programming (above and beyond the MMP) will be publicized until after the holidays. Lindsey will be our point person for scheduling MMP related events.
 - a. **HEART/IRWS:** LCI’s week of service is 1/15/23- 1/21/23 and this will serve as our January MMP. The shelter site is 512 5th street (near the fire station). Our commitment is to either provide a dinner meal for 12 served hot at 6pm OR drop off sandwiches or some alternative cold meal dropped off earlier in the day. The house does not have facilities to warm up food. Due to limited space, we are not to stay to serve. We have the option of providing additional grab and go items for breakfast. Ellen will manage signups since she is the champion of this MMP.

- b. **Refugee Resettlement:** Multiple faith organizations in the community have members interested in serving one or more refugee families. After the last meeting hosted by DCC 11/11/22, individuals interested in proceeding were advised to complete an online education program about World Relief, complete a survey form of information to be used in a back ground check and watch a video of information to be circulated 12/8/22. Staff from World Relief will then follow up individually with a phone call.

Ellen has decided to continue with the process and may join a DCC team. Anyone else who wishes to learn more about the program should contact Ellen.

4. **Next Book Group:** Vern is prepared to lead the discussion of *Rising out of Hatred. The Awakening of a Former White Nationalist* by Eli Saslow. We will start publicizing the program in January and schedule the book group in February. We still need to determine the # of sessions for discussion and the actual meeting dates and time,
5. **Schedule next Meeting:** 1/4/23 at 6:30 by Zoom