

## Lutheran Church of the Incarnation Council Meeting Minutes

May 9, 2023, 7:00 pm via Zoom

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

### Zoom Meeting

<https://us02web.zoom.us/j/89265770230?pwd=b1ViUmR3ekVUemJNzTd5NEE4YmdmQT09>

To phone in: 1 669 900 6833

Meeting ID: 892 6577 0230

Passcode: 792375

A. **Introduction:** Jeff (filling in for Carol)

B. **Opening Prayer & Study:** Pastor Dan - ACTS 17:22-31, "For in Him we live and move and have our being."

C. **Pastor's Report:** New Members Class, Prayer Vigil at St.Martin's, Conference Gathering "We are church together", Internship Retreat, Rostered Minister's Retreat, Synod Assembly Sept 15-17.

D. **Approval of April Council meeting minutes:** Motion made by Jenny Fortuna, seconded by Karl Larson, and approved 7-0-0.

E. **March & April Financial Reports:** Karl & Jeff - Approval of March & April Financial Reports. Motion made by Jeff deRopp, seconded by Bob Kerr, and approved 6-1-0. Still operating with \$45k surplus as we head toward summer which has a historical downward trend. This is after our commitment to reinstate synod benevolence.

F. **Council Action Items:** (none)

G. **President's Report:** Jeff in lieu of Carol

1) Congregational voting results - Unanimous (36 votes)

Council Slate: (2)ONE year terms - Karen Slabaugh and Ralph Holderbein;

and (3) THREE year terms - Kenny Doss, Tim Paulson, and Kathryn Schnaible.

2) 2023-2024 Executive Committee Officers - All voted and approved as follows:

President: Tim Paulson

Vice President: Vern Holmes

Treasurer: Kathryn Schnaible

Secretary: Jenny Fortuna

3) Pastor sabbatical background discussion. Move this is a June action item.

4) New Council to be installed June 4. Planning meeting to follow service.

H. **Committee and other Reports:**

1) Learning Committee Report and Duty Description for Chair, Education & Spiritual Formation (attached)

2) Social Justice (attached)

## Pastor's Report to Council

Lutheran Church of the Incarnation

Pastor Dan Smith; May 9, 2023

### Information Items:

**Membership Class** continues – final two classes: May 17 and 24; *New Member welcome* planned for May 28 (Pentecost). **Request:** Council members, esp. chairs of committees and/or ministry leaders – if you could be **present** and/or available in some way for the class on **May 24** (7:00pm), that would be helpful. That is a “nuts and bolts” session about how LCI is structured and how our ministries work together.

I helped lead an **Interfaith Prayer Vigil** at St. Martin's Episcopal Church yesterday evening. This was organized rather quickly in light of everything that has happened in our community the past couple weeks. Thanks to Ralph Holderbein, who helped me with some music. This is a *beginning* for our community as it continues to recover from a stressful time.

I reported last month that I would be reaching out to guests from Easter. I am doing that work, but not everyone has responded, and we are working on continuing to improve our systems for gathering information from newcomers. The Worship & Music Committee and Karen Slinkard are doing good work in this regard. We do have a group of about 5-6 potential members going through the membership class, however, which is good. Please keep them in your prayers.

Also:

**Lewis Doss baptism** (May 14)

**Pentecost Sunday** (May 28) – I am still looking for readers who speak foreign languages to have a *multi-lingual reading*. Please let me know if you speak a foreign language and are interested in helping.

### In the wider church:

- **Conference gathering** – last Saturday (May 6) was a very *healthy* processing about the role of the Bishop and needs of the Synod. Qualities of the next Bishop included things like: being theologically grounded, mission-minded, concerned for justice, and a person of integrity; able to handle conflict creatively, work well with people, etc. Some names were offered as *pre-nominees*, but the focus was more on larger structural issues. We also celebrated the ordination and installation of Rev. Charbel Zgheib, a Lebanese Lutheran pastor who will be leading an Arab mission congregation in the Sacramento area.
- **Internship overnight retreat** May 10-11 (W-Th) at San Damiano Retreat Center in the Bay Area – I plan to attend this with our intern for next year, Rob Williamson.
- **Rostered Minister's Retreat:** May 30-June 1 (T-Th) – Christ the King retreat center in Citrus Heights. I am on the planning team for this and have it on my calendar.
- As reported previously, the **Synod Assembly** will be in the Fall: **September 15-17, 2023** in Burlingame, including the Bishop's election. We need two lay voting members – a male and female; please let me know if you are interested in attending.

# Lutheran Church of the Incarnation

## Balance Sheet

As of March 31, 2023

### Bank Accounts

|                                   |                      |
|-----------------------------------|----------------------|
| 4 MM - First Northern Bank        | 69,070.06            |
| 8 First Northern Bank - operating | 137,889.62           |
| <b>Total Bank Accounts</b>        | <b>\$ 206,959.68</b> |

### Obligations

|            |        |
|------------|--------|
| 20115 MMPs | 780.00 |
|------------|--------|

### 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    | 73,405.10           |
| <b>Total Operating Reserves</b>    | <b>\$ 89,641.86</b> |

### Protected Reserves

|                                 |                     |
|---------------------------------|---------------------|
| 20760 Columbarium Fund          | 38,427.19           |
| 20776 Sanctuary Renovation      | 564.65              |
| 24151 Endowment Fund            | 30,078.22           |
| <b>Total Protected Reserves</b> | <b>\$ 69,070.06</b> |

|                                 |                  |
|---------------------------------|------------------|
| Total of all bank accounts      | 206,959.68       |
| Less all reserves & obligations | 159,491.92       |
| <b>Operating cash surplus</b>   | <b>47,467.76</b> |

|                            |            |
|----------------------------|------------|
| Mortgage Principal Balance | 477,985.04 |
|----------------------------|------------|

### Undesignated Income

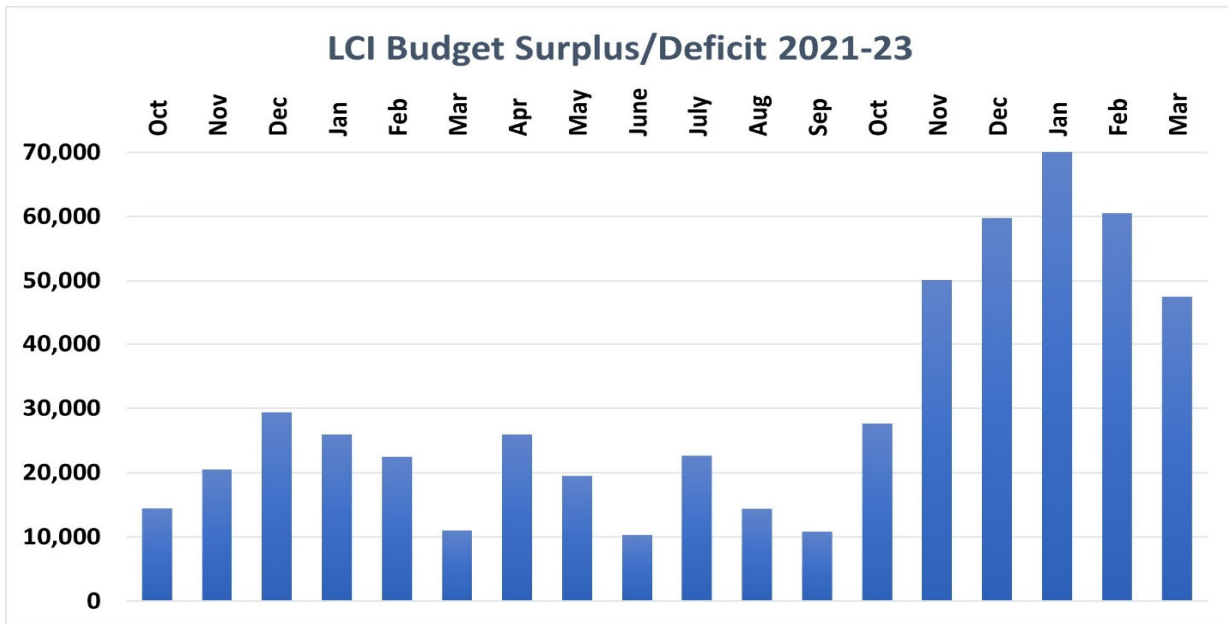
|                               | Mar 2023         | YTD              |
|-------------------------------|------------------|------------------|
| <b>41000 Income</b>           |                  |                  |
| 41100 Offerings               | 12,742.15        | 56,332.92        |
| 41310 Rents Applegate Nursery | 0.00             | 0.00             |
| 41320 Rents Other             | 0.00             | 0.00             |
| 41400 Other Misc Income       | 702.76           | 1,630.71         |
| <b>Total 41000 Income</b>     | <b>13,444.91</b> | <b>57,963.63</b> |

### Designated Income

|                                   |          |          |
|-----------------------------------|----------|----------|
| Designated for Operating Reserves | 2,364.00 | 7,092.00 |
| Designated for Protected Reserves | 20.24    | 55.98    |
| Designated for MMPs               | 880.00   | 980.00   |

|                                |                 |                 |
|--------------------------------|-----------------|-----------------|
| <b>Total designated income</b> | <b>3,264.24</b> | <b>8,127.98</b> |
|--------------------------------|-----------------|-----------------|

|                     |                  |                  |
|---------------------|------------------|------------------|
| <b>Total Income</b> | <b>16,709.15</b> | <b>66,091.61</b> |
|---------------------|------------------|------------------|



# Lutheran Church of the Incarnation

## Spending vs Budget 3-1-23 to 3-31-23

|   | Actual           | Budget    | %    |
|---|------------------|-----------|------|
| <b>Expenses</b>                                 |                  |           |      |
| 60000 Benevolence Funds                         |                  |           |      |
| 60100 Synod Mission Support                     | 4,340.00         |           |      |
| <b>Total 60000 Benevolence Funds</b>            | <b>4,340.00</b>  | 17,325.00 | 25.1 |
| 61000 Worship                                   |                  |           |      |
| 61200 Altar Supplies                            | 81.85            |           |      |
| 61202 Music Licenses etc                        | 326.95           |           |      |
| 61203 Rooted services                           | 6.99             |           |      |
| 61209 Special Music                             |                  |           |      |
| 61213 Piano Maint                               |                  |           |      |
| 61215 Devotional Booklets                       | 12.34            |           |      |
| <b>Total 61000 Worship</b>                      | <b>428.13</b>    | 5,630.00  | 7.6  |
| 6200 Witness                                    |                  |           |      |
| 62300 Social Justice Committee                  |                  |           |      |
| 62301 Pastor Outreach                           | 78.26            |           |      |
| <b>Total 62000 Witness</b>                      | <b>78.26</b>     | 1,625.00  | 4.8  |
| 64000 Learning                                  |                  |           |      |
| 64500 Sunday School                             | 114.00           |           |      |
| 64501 Confirmation Ministry                     |                  |           |      |
| 64502 Adult Education-Bible Studies             | 54.80            |           |      |
| 64551 Youth - LCI Activities                    | 21.99            |           |      |
| <b>Total 64000 Learning</b>                     | <b>190.79</b>    | 6,715.00  | 2.8  |
| 65000 Congregational Events                     |                  |           |      |
| 65600 Synod Assembly                            |                  |           |      |
| 65603 Congregational Events                     |                  |           |      |
| 65605 Hospitality                               |                  |           |      |
| 65612 Professional Leadership                   |                  |           |      |
| <b>Total 65000 Congregational Events</b>        | <b>0.00</b>      | 3,500.00  | 0.0  |
| 66000 Stewardship                               |                  |           |      |
| <b>Total 66000 Stewardship</b>                  | <b>0.00</b>      | 200.00    | 0.0  |
| 67000 Administration                            |                  |           |      |
| 67700 Office Supplies & Equipment               | 1,765.52         |           |      |
| 67701 Postage                                   |                  |           |      |
| 67703 Social Media & Advertising                |                  |           |      |
| 67704 Bookkeeper                                |                  |           |      |
| <b>Total 67000 Administration</b>               | <b>1,765.52</b>  | 14,750.00 | 12.0 |
| 68000 Property General Maintenance              |                  |           |      |
| 68750 General Maintenance & Supplies            | 1,152.78         |           |      |
| 68751 City Services                             | 1,821.85         |           |      |
| 68752 Telephone                                 | 371.91           |           |      |
| 68753 Fire System                               |                  |           |      |
| 68754 Utilities - PG&E                          | 2822.27          |           |      |
| 68755 Utilities - Solar                         | 1,050.00         |           |      |
| 68756 Property Insurance                        |                  |           |      |
| 68757 Cleaning Services                         | 3,100.00         |           |      |
| 20774 & 68772 Mortgage                          | 9,165.00         |           |      |
| <b>Total 68000 Property General Maintenance</b> | <b>19,483.81</b> | 82,093.00 | 23.7 |

|   | Actual           | Budget     | %    |
|---|------------------|------------|------|
| 70000 Support Staff                     |                  |            |      |
| 70701 Administrative Asst Pay           | 3,280.93         |            |      |
| 70703 Youth Director Salary             | 4,485.60         |            |      |
| 70708 Pianist Pay                       | 2,175.58         |            |      |
| 70710 Substitute Musician               | 250.00           |            |      |
| 70711 Substitute Pastor                 |                  |            |      |
| 70720 Workman's Comp                    |                  |            |      |
| 70721 Payroll Taxes                     | 2,065.08         |            |      |
| 70722 Payroll Service Fees              | 621.82           |            |      |
| <b>Total 70000 Support Staff</b>        | <b>12,879.01</b> | 68,366.52  | 18.8 |
| 71000 Pastors Compensation Package      |                  |            |      |
| 71900 Defined Compensation              |                  |            |      |
| 71901 Net Salary                        | 13,477.68        |            |      |
| 71902 Elective Deductions               | 2,730.84         |            |      |
| <b>Total 71900 Defined Compensation</b> | <b>16,208.52</b> |            |      |
| Benefits                                |                  |            |      |
| 71903 Housing Allowance                 | 11,100.00        |            |      |
| 71904 Benefits- Retirement              | 2,730.84         |            |      |
| 71906 Benefits- Disability              | 245.79           |            |      |
| 71910 Benefits- Basic Group Life        | 218.46           |            |      |
| 71911 Professional Reimbursements       | 548.29           |            |      |
| <b>Total 71000 Pastors Compensation</b> | <b>31,051.90</b> | 125,014.36 | 24.8 |

|                             |                  |                   |             |
|-----------------------------|------------------|-------------------|-------------|
| <b>Grand Total Expenses</b> | <b>70,217.42</b> | <b>325,218.88</b> | <b>21.6</b> |
|-----------------------------|------------------|-------------------|-------------|

Target after 3 months is 25% of budget spent.



# Lutheran Church of the Incarnation

## Transaction Detail by Account

March 2023

| DATE  | TRANSACTION TYPE | NUM | NAME                                     | CLASS | MEMO/DESCRIPTION  | SPLIT   | AMOUNT         | BALANCE   |
|---|------------------|-----|--|-------|---|---|----------------|-----------|
| 4 MM - First Northern Bank                  |                  |     |  |       |   |   |                |           |
| 03/24/2023                                  | Deposit          |     |  |       | Monthly interest split between Columbarium & Endowment  | -Split-   | 20.24          | 20.24     |
| <b>Total for 4 MM - First Northern Bank</b> |                  |     |  |       |   |   | <b>\$20.24</b> |           |
| 8 First Northern Bank - operating           |                  |     |  |       |   |   |                |           |
| 03/01/2023                                  | Expense          |     | Thrivent Financial (Mortgage)            |       | THRIVENT FINANCL MORTG-PMTS 2000 THRIVENT FINANCL MORTG-PMTS 200016170:0  | -Split-   | -3,055.00      | -3,055.00 |
| 03/01/2023                                  | Expense          |     | RAYMOND JAMES & BROKERAGE                |       | monthly payment for solar panels; RAYMOND JAMES & BROKERAGE 513454 RAYMOND JAMES & BROKERAGE 5134549000023  | 68755 Property General Maintenance:Utilities - Solar              | -350.00        | -3,405.00 |
| 03/06/2023                                  | Expense          |     | University of California, Davis MU Games |       | youth outing to UC Davis MU Games   | 64551 Learning:Youth - LCI Activities                             | -16.00         | -3,421.00 |
| 03/07/2023                                  | Expense          |     | 1517 Media                               |       | devotional booklets; XX9387 CHK PURCHASE 03/06 15:46 XX9387 CHK PURCHASE 03/06 15:46 1517 MEDIA 6123303300  | 61215 Worship:Devotional Booklets                                 | -12.34         | -3,433.34 |
| 03/08/2023                                  | Deposit          |     |  |       | Thrivent Choice payment; THRIVENT GRANT PAYMENT TFLPMT005 THRIVENT GRANT PAYMENT TFLPMT005750123  | 41400 Income:Other Misc Income                                    | 67.00          | -3,366.34 |
| 03/10/2023                                  | Expense          |     | Power Business Technology                |       | shipping charges; XX9387 CHK PURCHASE 03/09 12:44 XX9387 CHK PURCHASE 03/09 12:44 POWER BUSINESS T AR@PO  | 67700 Administration:Office Supplies & Equipment                  | -10.50         | -3,376.84 |
| 03/10/2023                                  | Expense          |     | Home Depot                               |       | weed killer; XX6573 CHK PURCHASE 03/10 14:57 XX6573 CHK PURCHASE 03/10 14:57 THE HOME DEPOT 1 WOODL   | 68750 Property General Maintenance:General Maintenance & Supplies | -16.17         | -3,393.01 |
| 03/10/2023                                  | Expense          |     | Paychex                                  |       | Paychex fee; PAYCHEX EIB INVOICE X01296400022 PAYCHEX EIB INVOICE X01296400022381   | 70722 Support Staff:Payroll Service Fees                          | -90.00         | -3,483.01 |
| 03/13/2023                                  | Deposit          |     |  |       | 3-13-23 counter's deposit   | -Split-   | 5,572.76       | 2,089.75  |
| 03/14/2023                                  | Expense          |     | Paychex                                  |       | 3-15-23 payroll; PAYCHEX PAYROLL 01491900003413X  | -Split-   | -6,242.68      | -4,152.93 |
| 03/15/2023                                  | Expense          |     | California Lutheran University           |       | Gift to California Lutheran University (February Monthly Ministry Partner); XX9387 CHK PURCHASE 03/14 14:43 XX9387 CHK PURCHASE 03/14 14:43 CLU&KCLU DONATIO THOUS        | 20115 Special Benevolences  | -50.00         | -4,202.93 |
| 03/15/2023                                  | Expense          |     | Jones Bros. Pest Control                 |       | bimonthly pest control service; Jones Bros Capit ACH Collec 5217 Jones Bros Capit ACH Collec 521704   | 68750 Property General Maintenance:General Maintenance & Supplies | -96.00         | -4,298.93 |
| 03/15/2023                                  | Expense          |     | Paychex                                  |       | 3-15-23 payroll taxes; PAYCHEX TPS TAXES 01485400005243 PAYCHEX TPS TAXES 01485400005243X   | 70721 Support Staff:Payroll Taxes                                 | -342.79        | -4,641.72 |
| 03/15/2023                                  | Expense          |     | Pacific Lutheran Theological Seminary    |       | Gift to Pacific Lutheran Theological Seminary (February Monthly Ministry Partner); XX9387 CHK PURCHASE 03/14 14:46 XX9387 CHK PURCHASE 03/14 14:46 CLU&KCLU DONATIO THOUS | 20115 Special Benevolences  | -50.00         | -4,691.72 |
| 03/16/2023                                  | Expense          |     | TOSHIBA FINANCIAL SERVICES               |       | Monthly charge for Toshiba copier; Equipment Financ OnlineInv BGGBK Equipment Financ OnlineInv BGGBK2002814960  | 67700 Administration:Office Supplies & Equipment                  | -207.11        | -4,898.83 |
| 03/16/2023                                  | Expense          |     | INTUIT*QB                                |       | QuickBooks monthly recurring charge; INTUIT * QBooks Onl 5692751  | 67700 Administration:Office Supplies & Equipment                  | -85.00         | -4,983.83 |
| 03/20/2023                                  | Expense          |     | Portico Benefit Services                 |       | March pastor's benefits; PORTICO BENEFIT 8003522876 2QFKU PORTICO BENEFIT 8003522876 2QFKUJ310UP7G43  | -Split-   | -1,975.31      | -6,959.14 |
| 03/20/2023                                  | Expense          |     | Paychex                                  |       | monthly charge for PayChex Time & Attendance module; PAYCHEX-OAB INVOICE 015607000093 PAYCHEX-OAB INVOICE 01560700009330X   | 70722 Support Staff:Payroll Service Fees                          | -59.00         | -7,018.14 |
| 03/21/2023                                  | Expense          |     | PG&E (1990567673-0)                      |       | PGANDE WEB ONLINE 46020929030623  | 68754 Property General Maintenance:Utilities - PG&E               | -872.90        | -7,891.04 |
| 03/21/2023                                  | Expense          |     | PG&E (2032234337-5)                      |       | PGANDE WEB ONLINE 46170160030723  | 68754 Property General Maintenance:Utilities - PG&E               | -51.92         | -7,942.96 |

# Lutheran Church of the Incarnation

## Transaction Detail by Account

March 2023

| DATE   | TRANSACTION TYPE | NUM  | NAME                                   | CLASS | MEMO/DESCRIPTION  | SPLIT   | AMOUNT          | BALANCE         |
|--|------------------|------|--|-------|---|---|-----------------|-----------------|
| 03/21/2023   | Expense          |      | Blake's Heating & Air Conditioning     |       | HVAC spring maintenance; XX9387 CHK PURCHASE 03/20 13:25 XX9387 CHK PURCHASE 03/20 13:25 BLAKE S HEATING DAVIS  | 68750 Property General Maintenance:General Maintenance & Supplies | -650.36         | -8,593.32       |
| 03/22/2023   | Expense          |      | OneLicense.net                         |       | OneLicense annual renewal; XX7571 CHK PURCHASE 03/21 14:25 XX7571 CHK PURCHASE 03/21 14:25 ONELICENSENET 800-6631   | 61202 Worship:Music Licenses & Worship Supplies                   | -315.00         | -8,908.32       |
| 03/22/2023   | Expense          |      | Constant Contact, Inc.                 |       | Constant Contact prepaid for 12 months; XX7571 CHK PURCHASE 03/21 16:31 XX7571 CHK PURCHASE 03/21 16:31 EIG*CONSTANTCONT 855-2  | 67700 Administration:Office Supplies & Equipment                  | -154.00         | -9,062.32       |
| 03/23/2023   | Expense          |      | City of Davis                          |       | March city services bill; CITY OF DAVIS UT BILL 0010874500 CITY OF DAVIS UT BILL 001087450010861  | 68751 Property General Maintenance:City Services                  | -594.27         | -9,656.59       |
| 03/24/2023   | Check            | 7083 | Sierra Pacific Synod - Mission Support |       | 1st quarter 2023 Support to Synod   | 60100 Benevolence Funds:Synod Mission Support                     | -4,340.00       | -               |
| 03/27/2023   | Expense          |      | Burgers and Brew                       |       | Pastor Dan lunch with parishioner; XX7605 CHK PURCHASE 03/24 12:32 XX7605 CHK PURCHASE 03/24 12:32 BURGERS AND BREW DAVIS   | 62301 Witness:Pastor Outreach                                     | -44.05          | -               |
| 03/27/2023   | Expense          |      | CrashPlan                              |       | Crashplan monthly fee; XX9387 DDA RECURR 03/25 04:14 DR XX9387 DDA RECURR 03/25 04:14 DRI*CRASHPLAN CRASHPLAN.  | 67700 Administration:Office Supplies & Equipment                  | -9.99           | -               |
| 03/27/2023   | Expense          |      | AT&T - Phone                           |       | ATT Payment XXXXX5002EPAYM  | 68752 Property General Maintenance:Telephone                      | -123.97         | -               |
| 03/28/2023   | Expense          |      | Breeze ChMS                            |       | ChMS Breeze monthly recurring charge; XX9387 DDA RECURR 03/27 09:28 BR XX9387 DDA RECURR 03/27 09:28 BREEZE CHMS NASHVILLE TN   | 67700 Administration:Office Supplies & Equipment                  | -67.00          | -               |
| 03/28/2023   | Expense          |      | Wallace Safe & Lock Co. Inc            |       | Sanctuary HVAC lock; XX6573 CHK PURCHASE 03/27 12:58 XX6573 CHK PURCHASE 03/27 12:58 WALLACE SAFE AND WOODL   | 68750 Property General Maintenance:General Maintenance & Supplies | -76.03          | -               |
| 03/29/2023   | Deposit          |      |  |       | March PayPal giving; PAYPAL TRANSFER 1026090799916  | 41100 Income:Offerings  | 5,289.09        | -9,028.54       |
| 03/30/2023   | Expense          |      | Paychex                                |       | 3-31-23 payroll; PAYCHEX-RCX PAYROLL 016681000033 PAYCHEX-RCX PAYROLL 01668100003385X   | -Split-   | -6,250.84       | -               |
| 03/31/2023   | Deposit          |      |  |       | 3-31-23 counter's deposit   | -Split-   | 5,760.06        | -9,519.32       |
| 03/31/2023   | Expense          |      | Paychex                                |       | 3-31-23 payroll taxes; PAYCHEX TPS TAXES 01662600019696 PAYCHEX TPS TAXES 01662600019696X   | 70721 Support Staff:Payroll Taxes                                 | -310.34         | -9,829.66       |
| 03/31/2023   | Expense          |      | 1517 Media                             |       | supplies for infant baptisms; XX7571 CHK PURCHASE 03/29 15:10 XX7571 CHK PURCHASE 03/29 15:10 1517 MEDIA 6123303300   | 61200 Worship:Altar Supplies                                      | -81.85          | -9,911.51       |
| <b>Total for 8 First Northern Bank - operating</b> |                  |      |  |       |   |   | <b>\$ -</b>     | <b>9,911.51</b> |
| 20115 Special Benevolences                         |                  |      |  |       |   |   |                 |                 |
| 03/13/2023   | Deposit          |      |  |       | Monthly Ministry Partners   | 8 First Northern Bank - operating                                 | 200.00          | 200.00          |
| 03/15/2023   | Expense          |      | Pacific Lutheran Theological Seminary  |       | Gift to Pacific Lutheran Theological Seminary (February Monthly Ministry Partner); XX9387 CHK PURCHASE 03/14 14:46 XX9387 CHK PURCHASE 03/14 14:46 CLU&KCLU DONATIO THOUS | 8 First Northern Bank - operating                                 | -50.00          | 150.00          |
| 03/15/2023   | Expense          |      | California Lutheran University         |       | Gift to California Lutheran University (February Monthly Ministry Partner); XX9387 CHK PURCHASE 03/14 14:43 XX9387 CHK PURCHASE 03/14 14:43 CLU&KCLU DONATIO THOUS        | 8 First Northern Bank - operating                                 | -50.00          | 100.00          |
| 03/31/2023   | Deposit          |      |  |       | for March MMP: Lutheran Social Services   | 8 First Northern Bank - operating                                 | 680.00          | 780.00          |
| <b>Total for 20115 Special Benevolences</b>        |                  |      |  |       |   |   | <b>\$780.00</b> |                 |
| 20774 Mortgage - regular                           |                  |      |  |       |   |   |                 |                 |
| 03/01/2023   | Expense          |      | Thrivent Financial (Mortgage)          |       | principal   | 8 First Northern Bank - operating                                 | -1,009.30       | -1,009.30       |
| <b>Total for 20774 Mortgage - regular</b>          |                  |      |  |       |   |   | <b>\$ -</b>     |                 |

# Lutheran Church of the Incarnation

## Transaction Detail by Account

March 2023

| DATE   | TRANSACTION TYPE | NUM  | NAME                                   | CLASS | MEMO/DESCRIPTION  | SPLIT                             | AMOUNT             | BALANCE   |
|--|------------------|------|--|-------|---|-----------------------------------|--------------------|-----------|
|  |                  |      |  |       |   |                                   | <b>1,009.30</b>    |           |
| 20759 Major Maintenance Reserve                              |                  |      |  |       |   |                                   |                    |           |
| 03/13/2023   | Deposit          |      |  |       | Major Main Reserve (all from Applegate)   | 8 First Northern Bank - operating | 2,364.00           | 2,364.00  |
| <b>Total for 20759 Major Maintenance Reserve</b>             |                  |      |  |       |   |                                   | <b>\$2,364.00</b>  |           |
| 20760 Columbarium Fund                                       |                  |      |  |       |   |                                   |                    |           |
| 03/24/2023   | Deposit          |      |  |       | interest  | 4 MM - First Northern Bank        | 10.12              | 10.12     |
| <b>Total for 20760 Columbarium Fund</b>                      |                  |      |  |       |   |                                   | <b>\$10.12</b>     |           |
| 24151 Endowment Fund   |                  |      |  |       |   |                                   |                    |           |
| 03/24/2023   | Deposit          |      |  |       | interest  | 4 MM - First Northern Bank        | 10.12              | 10.12     |
| <b>Total for 24151 Endowment Fund</b>                        |                  |      |  |       |   |                                   | <b>\$10.12</b>     |           |
| 41000 Income   |                  |      |  |       |   |                                   |                    |           |
| 41100 Offerings  |                  |      |  |       |   |                                   |                    |           |
| 03/13/2023   | Deposit          |      |  |       | general funds   | 8 First Northern Bank - operating | 2,973.00           | 2,973.00  |
| 03/29/2023   | Deposit          |      |  |       | general funds   | 8 First Northern Bank - operating | 5,289.09           | 8,262.09  |
| 03/31/2023   | Deposit          |      |  |       | general funds   | 8 First Northern Bank - operating | 4,480.06           | 12,742.15 |
| <b>Total for 41100 Offerings</b>                             |                  |      |  |       |   |                                   | <b>\$12,742.15</b> |           |
| 41400 Other Misc Income                                      |                  |      |  |       |   |                                   |                    |           |
| 03/08/2023   | Deposit          |      |  |       | Thrivent Choice payment; THRIVENT GRANT PAYMENT TFLPMT005 THRIVENT GRANT PAYMENT TFLPMT005750123                    | 8 First Northern Bank - operating | 67.00              | 67.00     |
| 03/13/2023   | Deposit          |      |  |       | other income  | 8 First Northern Bank - operating | 35.76              | 102.76    |
| 03/31/2023   | Deposit          |      |  |       | other income (see attachment for detail)  | 8 First Northern Bank - operating | 600.00             | 702.76    |
| <b>Total for 41400 Other Misc Income</b>                     |                  |      |  |       |   |                                   | <b>\$702.76</b>    |           |
| <b>Total for 41000 Income</b>                                |                  |      |  |       |   |                                   | <b>\$13,444.91</b> |           |
| 60000 Benevolence Funds                                      |                  |      |  |       |   |                                   |                    |           |
| 60100 Synod Mission Support                                  |                  |      |  |       |   |                                   |                    |           |
| 03/24/2023   | Check            | 7083 | Sierra Pacific Synod - Mission Support |       | 1st quarter 2023 Support to Synod   | 8 First Northern Bank - operating | 4,340.00           | 4,340.00  |
| <b>Total for 60100 Synod Mission Support</b>                 |                  |      |  |       |   |                                   | <b>\$4,340.00</b>  |           |
| <b>Total for 60000 Benevolence Funds</b>                     |                  |      |  |       |   |                                   | <b>\$4,340.00</b>  |           |
| 61000 Worship  |                  |      |  |       |   |                                   |                    |           |
| 61200 Altar Supplies   |                  |      |  |       |   |                                   |                    |           |
| 03/31/2023   | Expense          |      | 1517 Media                             |       | supplies for infant baptisms; XX7571 CHK PURCHASE 03/29 15:10 XX7571 CHK PURCHASE 03/29 15:10 1517 MEDIA 6123303300 | 8 First Northern Bank - operating | 81.85              | 81.85     |
| <b>Total for 61200 Altar Supplies</b>                        |                  |      |  |       |   |                                   | <b>\$81.85</b>     |           |
| 61202 Music Licenses & Worship Supplies                      |                  |      |  |       |   |                                   |                    |           |
| 03/22/2023   | Expense          |      | OneLicense.net                         |       | OneLicense annual renewal; XX7571 CHK PURCHASE 03/21 14:25 XX7571 CHK PURCHASE 03/21 14:25 ONELICENSENET 800-6631   | 8 First Northern Bank - operating | 315.00             | 315.00    |
| <b>Total for 61202 Music Licenses &amp; Worship Supplies</b> |                  |      |  |       |   |                                   | <b>\$315.00</b>    |           |
| 61215 Devotional Booklets                                    |                  |      |  |       |   |                                   |                    |           |
| 03/07/2023   | Expense          |      | 1517 Media                             |       | devotional booklets; XX9387 CHK PURCHASE 03/06 15:46 XX9387 CHK PURCHASE 03/06 15:46 1517 MEDIA 6123303300          | 8 First Northern Bank - operating | 12.34              | 12.34     |
| <b>Total for 61215 Devotional Booklets</b>                   |                  |      |  |       |   |                                   | <b>\$12.34</b>     |           |
| <b>Total for 61000 Worship</b>                               |                  |      |  |       |   |                                   | <b>\$409.19</b>    |           |
| 62000 Witness  |                  |      |  |       |   |                                   |                    |           |

# Lutheran Church of the Incarnation

## Transaction Detail by Account

March 2023

| DATE  | TRANSACTION TYPE | NUM | NAME                                     | CLASS | MEMO/DESCRIPTION   | SPLIT                             | AMOUNT          | BALANCE |
|---|------------------|-----|--|-------|--|-----------------------------------|-----------------|---------|
| <b>62301 Pastor Outreach</b>                              |                  |     |  |       |  |                                   |                 |         |
| 03/27/2023  | Expense          |     | Burgers and Brew                         |       | Pastor Dan lunch with parishioner; XX7605 CHK PURCHASE 03/24 12:32 XX7605 CHK PURCHASE 03/24 12:32 BURGERS AND BREW DAVIS      | 8 First Northern Bank - operating | 44.05           | 44.05   |
| <b>Total for 62301 Pastor Outreach</b>                    |                  |     |  |       |  |                                   | <b>\$44.05</b>  |         |
| <b>Total for 62000 Witness</b>                            |                  |     |  |       |  |                                   |                 |         |
| <b>64000 Learning</b>                                     |                  |     |  |       |  |                                   |                 |         |
| <b>64551 Youth - LCI Activities</b>                       |                  |     |  |       |  |                                   |                 |         |
| 03/06/2023  | Expense          |     | University of California, Davis MU Games |       | youth outing to UC Davis MU Games  | 8 First Northern Bank - operating | 16.00           | 16.00   |
| <b>Total for 64551 Youth - LCI Activities</b>             |                  |     |  |       |  |                                   | <b>\$16.00</b>  |         |
| <b>Total for 64000 Learning</b>                           |                  |     |  |       |  |                                   | <b>\$16.00</b>  |         |
| <b>67000 Administration</b>                               |                  |     |  |       |  |                                   |                 |         |
| <b>67700 Office Supplies &amp; Equipment</b>              |                  |     |  |       |  |                                   |                 |         |
| 03/10/2023  | Expense          |     | Power Business Technology                |       | shipping charges; XX9387 CHK PURCHASE 03/09 12:44 XX9387 CHK PURCHASE 03/09 12:44 POWER BUSINESS T AR@PO                       | 8 First Northern Bank - operating | 10.50           | 10.50   |
| 03/16/2023  | Expense          |     | TOSHIBA FINANCIAL SERVICES               |       | Monthly charge for Toshiba copier; Equipment Financ OnlineInv BGGBK Equipment Financ OnlineInv BGGBK2002814960                 | 8 First Northern Bank - operating | 207.11          | 217.61  |
| 03/16/2023  | Expense          |     | INTUIT*QB                                |       | QuickBooks monthly recurring charge; INTUIT * QBooks Onl 5692751   | 8 First Northern Bank - operating | 85.00           | 302.61  |
| 03/22/2023  | Expense          |     | Constant Contact, Inc.                   |       | Constant Contact prepaid for 12 months; XX7571 CHK PURCHASE 03/21 16:31 XX7571 CHK PURCHASE 03/21 16:31 EIG*CONSTANTCONT 855-2 | 8 First Northern Bank - operating | 154.00          | 456.61  |
| 03/27/2023  | Expense          |     | CrashPlan                                |       | Crashplan monthly fee; XX9387 DDA RECURR 03/25 04:14 DR XX9387 DDA RECURR 03/25 04:14 DRI*CRASHPLAN CRASHPLAN.                 | 8 First Northern Bank - operating | 9.99            | 466.60  |
| 03/28/2023  | Expense          |     | Breeze ChMS                              |       | ChMS Breeze monthly recurring charge; XX9387 DDA RECURR 03/27 09:28 BR XX9387 DDA RECURR 03/27 09:28 BREEZE CHMS NASHVILLE TN  | 8 First Northern Bank - operating | 67.00           | 533.60  |
| <b>Total for 67700 Office Supplies &amp; Equipment</b>    |                  |     |  |       |  |                                   | <b>\$533.60</b> |         |
| <b>Total for 67000 Administration</b>                     |                  |     |  |       |  |                                   | <b>\$533.60</b> |         |
| <b>68000 Property General Maintenance</b>                 |                  |     |  |       |  |                                   |                 |         |
| <b>68750 General Maintenance &amp; Supplies</b>           |                  |     |  |       |  |                                   |                 |         |
| 03/10/2023  | Expense          |     | Home Depot                               |       | weed killer; XX6573 CHK PURCHASE 03/10 14:57 XX6573 CHK PURCHASE 03/10 14:57 THE HOME DEPOT 1 WOODL                            | 8 First Northern Bank - operating | 16.17           | 16.17   |
| 03/15/2023  | Expense          |     | Jones Bros. Pest Control                 |       | bimonthly pest control service; Jones Bros Capit ACH Collec 5217 Jones Bros Capit ACH Collec 521704                            | 8 First Northern Bank - operating | 96.00           | 112.17  |
| 03/21/2023  | Expense          |     | Blake's Heating & Air Conditioning       |       | HVAC spring maintenance; XX9387 CHK PURCHASE 03/20 13:25 XX9387 CHK PURCHASE 03/20 13:25 BLAKE S HEATING DAVIS                 | 8 First Northern Bank - operating | 650.36          | 762.53  |
| 03/28/2023  | Expense          |     | Wallace Safe & Lock Co. Inc              |       | Sanctuary HVAC lock; XX6573 CHK PURCHASE 03/27 12:58 XX6573 CHK PURCHASE 03/27 12:58 WALLACE SAFE AND WOODL                    | 8 First Northern Bank - operating | 76.03           | 838.56  |
| <b>Total for 68750 General Maintenance &amp; Supplies</b> |                  |     |  |       |  |                                   | <b>\$838.56</b> |         |
| <b>68751 City Services</b>                                |                  |     |  |       |  |                                   |                 |         |
| 03/23/2023  | Expense          |     | City of Davis                            |       | March city services bill; CITY OF DAVIS UT BILL 0010874500 CITY OF DAVIS UT BILL 001087450010861                               | 8 First Northern Bank - operating | 594.27          | 594.27  |
| <b>Total for 68751 City Services</b>                      |                  |     |  |       |  |                                   | <b>\$594.27</b> |         |
| <b>68752 Telephone</b>                                    |                  |     |  |       |  |                                   |                 |         |
| 03/27/2023  | Expense          |     | AT&T - Phone                             |       | ATT Payment XXXXX5002EPAYM   | 8 First Northern Bank - operating | 123.97          | 123.97  |
| <b>Total for 68752 Telephone</b>                          |                  |     |  |       |  |                                   | <b>\$123.97</b> |         |
| <b>68754 Utilities - PG&amp;E</b>                         |                  |     |  |       |  |                                   |                 |         |
| 03/21/2023  | Expense          |     | PG&E                                     |       | PGANDE WEB ONLINE 46170160030723   | 8 First Northern Bank - operating | 51.92           | 51.92   |



# Lutheran Church of the Incarnation

## Transaction Detail by Account

March 2023

| DATE  | TRANSACTION TYPE | NUM | NAME                          | CLASS | MEMO/DESCRIPTION  | SPLIT                             | AMOUNT            | BALANCE  |
|---|------------------|-----|-------------------------------|-------|---|-----------------------------------|-------------------|----------|
|   |                  |     | (2032234337-5)                |       |   | operating                         |                   |          |
| 03/21/2023  | Expense          |     | PG&E<br>(1990567673-0)        |       | PGANDE WEB ONLINE 46020929030623  | 8 First Northern Bank - operating | 872.90            | 924.82   |
| <b>Total for 68754 Utilities - PG&amp;E</b>         |                  |     |                               |       |   |                                   | <b>\$924.82</b>   |          |
| 68755 Utilities - Solar                             |                  |     |                               |       |   |                                   |                   |          |
| 03/01/2023  | Expense          |     | RAYMOND JAMES & BROKERAGE     |       | monthly payment for solar panels; RAYMOND JAMES & BROKERAGE 513454 RAYMOND JAMES & BROKERAGE 5134549000023                | 8 First Northern Bank - operating | 350.00            | 350.00   |
| <b>Total for 68755 Utilities - Solar</b>            |                  |     |                               |       |   |                                   | <b>\$350.00</b>   |          |
| 68757 Cleaning Services                             |                  |     |                               |       |   |                                   |                   |          |
| 03/14/2023  | Expense          |     | Paychex                       |       | janitorial - Yolo EcoClean  | 8 First Northern Bank - operating | 500.00            | 500.00   |
| 03/30/2023  | Expense          |     | Paychex                       |       | janitorial - Yolo EcoClean  | 8 First Northern Bank - operating | 500.00            | 1,000.00 |
| <b>Total for 68757 Cleaning Services</b>            |                  |     |                               |       |   |                                   | <b>\$1,000.00</b> |          |
| 68772 Mortgage (est 2015) Interest                  |                  |     |                               |       |   |                                   |                   |          |
| 03/01/2023  | Expense          |     | Thrivent Financial (Mortgage) |       | interest  | 8 First Northern Bank - operating | 2,045.70          | 2,045.70 |
| <b>Total for 68772 Mortgage (est 2015) Interest</b> |                  |     |                               |       |   |                                   | <b>\$2,045.70</b> |          |
| <b>Total for 68000 Property General Maintenance</b> |                  |     |                               |       |   |                                   | <b>\$5,877.32</b> |          |
| 70000 Support Staff                                 |                  |     |                               |       |   |                                   |                   |          |
| 70701 Administrative Asst Pay                       |                  |     |                               |       |   |                                   |                   |          |
| 03/14/2023  | Expense          |     | Paychex                       |       | office admin  | 8 First Northern Bank - operating | 536.21            | 536.21   |
| 03/30/2023  | Expense          |     | Paychex                       |       | office admin  | 8 First Northern Bank - operating | 544.36            | 1,080.57 |
| <b>Total for 70701 Administrative Asst Pay</b>      |                  |     |                               |       |   |                                   | <b>\$1,080.57</b> |          |
| 70703 Youth Director Salary                         |                  |     |                               |       |   |                                   |                   |          |
| 03/14/2023  | Expense          |     | Paychex                       |       | youth director  | 8 First Northern Bank - operating | 747.60            | 747.60   |
| 03/30/2023  | Expense          |     | Paychex                       |       | youth director  | 8 First Northern Bank - operating | 747.60            | 1,495.20 |
| <b>Total for 70703 Youth Director Salary</b>        |                  |     |                               |       |   |                                   | <b>\$1,495.20</b> |          |
| 70708 Pianist/Organ Pay                             |                  |     |                               |       |   |                                   |                   |          |
| 03/14/2023  | Expense          |     | Paychex                       |       | pianist/organist  | 8 First Northern Bank - operating | 362.59            | 362.59   |
| 03/30/2023  | Expense          |     | Paychex                       |       | pianist/organist  | 8 First Northern Bank - operating | 362.60            | 725.19   |
| <b>Total for 70708 Pianist/Organ Pay</b>            |                  |     |                               |       |   |                                   | <b>\$725.19</b>   |          |
| 70721 Payroll Taxes                                 |                  |     |                               |       |   |                                   |                   |          |
| 03/15/2023  | Expense          |     | Paychex                       |       | 3-15-23 payroll taxes; PAYCHEX TPS TAXES 01485400005243 PAYCHEX TPS TAXES 01485400005243X                                 | 8 First Northern Bank - operating | 342.79            | 342.79   |
| 03/31/2023  | Expense          |     | Paychex                       |       | 3-31-23 payroll taxes; PAYCHEX TPS TAXES 01662600019696 PAYCHEX TPS TAXES 01662600019696X                                 | 8 First Northern Bank - operating | 310.34            | 653.13   |
| <b>Total for 70721 Payroll Taxes</b>                |                  |     |                               |       |   |                                   | <b>\$653.13</b>   |          |
| 70722 Payroll Service Fees                          |                  |     |                               |       |   |                                   |                   |          |
| 03/10/2023  | Expense          |     | Paychex                       |       | Paychex fee; PAYCHEX EIB INVOICE X01296400022 PAYCHEX EIB INVOICE X01296400022381   | 8 First Northern Bank - operating | 90.00             | 90.00    |
| 03/20/2023  | Expense          |     | Paychex                       |       | monthly charge for PayChex Time & Attendance module; PAYCHEX-OAB INVOICE 015607000093 PAYCHEX-OAB INVOICE 01560700009330X | 8 First Northern Bank - operating | 59.00             | 149.00   |
| <b>Total for 70722 Payroll Service Fees</b>         |                  |     |                               |       |   |                                   | <b>\$149.00</b>   |          |
| <b>Total for 70000 Support Staff</b>                |                  |     |                               |       |   |                                   | <b>\$4,103.09</b> |          |

# Lutheran Church of the Incarnation

## Transaction Detail by Account

March 2023

| DATE  | TRANSACTION TYPE | NUM | NAME                     | CLASS | MEMO/DESCRIPTION         | SPLIT                             | AMOUNT             | BALANCE  |
|---|------------------|-----|--------------------------|-------|--------------------------|-----------------------------------|--------------------|----------|
| 71000 Pastors Compensation Package                        |                  |     |                          |       |                          |                                   |                    |          |
| 71900 Defined Compensation                                |                  |     |                          |       |                          |                                   |                    |          |
| 71901 Net Salary  |                  |     |                          |       |                          |                                   |                    |          |
| 03/14/2023  | Expense          |     | Paychex                  |       | pastor salary            | 8 First Northern Bank - operating | 2,246.28           | 2,246.28 |
| 03/30/2023  | Expense          |     | Paychex                  |       | pastor salary            | 8 First Northern Bank - operating | 2,246.28           | 4,492.56 |
| <b>Total for 71901 Net Salary</b>                         |                  |     |                          |       |                          |                                   | <b>\$4,492.56</b>  |          |
| 71902 Elective Deductions - FSA, Pension                  |                  |     |                          |       |                          |                                   |                    |          |
| 03/20/2023  | Expense          |     | Portico Benefit Services |       | elective contributions   | 8 First Northern Bank - operating | 910.28             | 910.28   |
| <b>Total for 71902 Elective Deductions - FSA, Pension</b> |                  |     |                          |       |                          |                                   | <b>\$910.28</b>    |          |
| <b>Total for 71900 Defined Compensation</b>               |                  |     |                          |       |                          |                                   | <b>\$5,402.84</b>  |          |
| 71903 Housing Allowance                                   |                  |     |                          |       |                          |                                   |                    |          |
| 03/14/2023  | Expense          |     | Paychex                  |       | pastor housing           | 8 First Northern Bank - operating | 1,850.00           | 1,850.00 |
| 03/30/2023  | Expense          |     | Paychex                  |       | pastor housing           | 8 First Northern Bank - operating | 1,850.00           | 3,700.00 |
| <b>Total for 71903 Housing Allowance</b>                  |                  |     |                          |       |                          |                                   | <b>\$3,700.00</b>  |          |
| 71904 Benefits- Retirement                                |                  |     |                          |       |                          |                                   |                    |          |
| 03/20/2023  | Expense          |     | Portico Benefit Services |       | employer paid retirement | 8 First Northern Bank - operating | 910.28             | 910.28   |
| <b>Total for 71904 Benefits- Retirement</b>               |                  |     |                          |       |                          |                                   | <b>\$910.28</b>    |          |
| 71906 Benefits- Disability                                |                  |     |                          |       |                          |                                   |                    |          |
| 03/20/2023  | Expense          |     | Portico Benefit Services |       | disability               | 8 First Northern Bank - operating | 81.93              | 81.93    |
| <b>Total for 71906 Benefits- Disability</b>               |                  |     |                          |       |                          |                                   | <b>\$81.93</b>     |          |
| 71910 Benefits- Basic Group Life                          |                  |     |                          |       |                          |                                   |                    |          |
| 03/20/2023  | Expense          |     | Portico Benefit Services |       | group life               | 8 First Northern Bank - operating | 72.82              | 72.82    |
| <b>Total for 71910 Benefits- Basic Group Life</b>         |                  |     |                          |       |                          |                                   | <b>\$72.82</b>     |          |
| <b>Total for 71000 Pastors Compensation Package</b>       |                  |     |                          |       |                          |                                   | <b>\$10,167.87</b> |          |

# Lutheran Church of the Incarnation

## Balance Sheet

As of April 30, 2023

**Bank Accounts**

|                                   |                      |
|-----------------------------------|----------------------|
| 4 MM - First Northern Bank        | 69,094.28            |
| 8 First Northern Bank - operating | 138,599.60           |
| <b>Total Bank Accounts</b>        | <b>\$ 207,693.88</b> |

**Obligations**

|            |        |
|------------|--------|
| 20115 MMPs | 625.00 |
|------------|--------|

**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    | 75,769.10           |
| <b>Total Operating Reserves</b>    | <b>\$ 92,005.86</b> |

**Protected Reserves**

|                                 |                     |
|---------------------------------|---------------------|
| 20760 Columbarium Fund          | 38,439.30           |
| 20776 Sanctuary Renovation      | 564.65              |
| 24151 Endowment Fund            | 30,090.33           |
| <b>Total Protected Reserves</b> | <b>\$ 69,094.28</b> |

|                                 |                  |
|---------------------------------|------------------|
| Total of all bank accounts      | 207,693.88       |
| Less all reserves & obligations | 161,725.14       |
| <b>Operating cash surplus</b>   | <b>45,968.74</b> |

|                            |            |
|----------------------------|------------|
| Mortgage Principal Balance | 477,985.04 |
|----------------------------|------------|

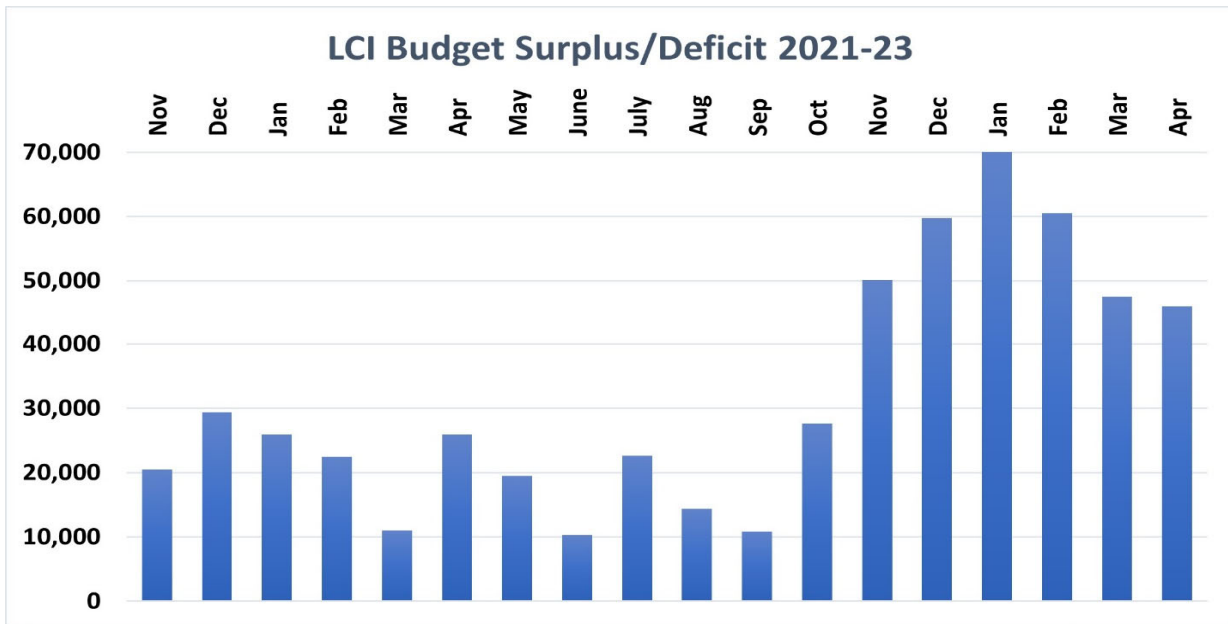
**Undesignated Income**

|                               | Apr 2023         | YTD              |
|-------------------------------|------------------|------------------|
| <b>41000 Income</b>           |                  |                  |
| 41100 Offerings               | 20,107.45        | 76,440.37        |
| 41310 Rents Applegate Nursery |                  |                  |
| 41320 Rents Other             |                  |                  |
| 41400 Other Misc Income       | 100.00           | 1,730.71         |
| <b>Total 41000 Income</b>     | <b>20,207.45</b> | <b>78,171.08</b> |

**Designated Income**

|                                   |                 |                  |
|-----------------------------------|-----------------|------------------|
| Designated for Operating Reserves | 2,364.00        | 9,456.00         |
| Designated for Protected Reserves | 24.22           | 80.20            |
| Designated for MMPs               | 625.00          | 1,605.00         |
| <b>Total designated income</b>    | <b>3,013.22</b> | <b>11,141.20</b> |

|                     |                  |                  |
|---------------------|------------------|------------------|
| <b>Total Income</b> | <b>23,220.67</b> | <b>89,312.28</b> |
|---------------------|------------------|------------------|



# Lutheran Church of the Incarnation

## Spending vs Budget 1-1-23 to 4-30-23

|   | Actual           | Budget    | %    |
|---|------------------|-----------|------|
| <b>Expenses</b>                                 |                  |           |      |
| 60000 Benevolence Funds                         |                  |           |      |
| 60100 Synod Mission Support                     | 4,340.00         |           |      |
| <b>Total 60000 Benevolence Funds</b>            | <b>4,340.00</b>  | 17,325.00 | 25.1 |
| 61000 Worship                                   |                  |           |      |
| 61200 Altar Supplies                            | 81.85            |           |      |
| 61202 Music Licenses etc                        | 326.95           |           |      |
| 61203 Rooted services                           | 6.99             |           |      |
| 61209 Special Music                             |                  |           |      |
| 61213 Piano Maint                               |                  |           |      |
| 61215 Devotional Booklets                       | 12.34            |           |      |
| <b>Total 61000 Worship</b>                      | <b>428.13</b>    | 5,630.00  | 7.6  |
| 6200 Witness                                    |                  |           |      |
| 62300 Social Justice Committee                  |                  |           |      |
| 62301 Pastor Outreach                           | 78.26            |           |      |
| <b>Total 62000 Witness</b>                      | <b>78.26</b>     | 1,625.00  | 4.8  |
| 64000 Learning                                  |                  |           |      |
| 64500 Sunday School                             | 171.51           |           |      |
| 64501 Confirmation Ministry                     |                  |           |      |
| 64502 Adult Education-Bible Studies             | 54.80            |           |      |
| 64551 Youth - LCI Activities                    | 30.98            |           |      |
| <b>Total 64000 Learning</b>                     | <b>257.29</b>    | 6,715.00  | 3.8  |
| 65000 Congregational Events                     |                  |           |      |
| 65600 Synod Assembly                            |                  |           |      |
| 65601 Council Retreat                           | 81.45            |           |      |
| 65603 Congregational Events                     |                  |           |      |
| 65605 Hospitality                               |                  |           |      |
| 65612 Professional Leadership                   | 350.00           |           |      |
| <b>Total 65000 Congregational Events</b>        | <b>431.45</b>    | 3,500.00  | 12.3 |
| 66000 Stewardship                               |                  |           |      |
| <b>Total 66000 Stewardship</b>                  | <b>0.00</b>      | 200.00    | 0.0  |
| 67000 Administration                            |                  |           |      |
| 67700 Office Supplies & Equipment               | 2,162.10         |           |      |
| 67701 Postage                                   | 48.00            |           |      |
| 67703 Social Media & Advertising                |                  |           |      |
| 67704 Bookkeeper                                | 165.00           |           |      |
| <b>Total 67000 Administration</b>               | <b>2,375.10</b>  | 14,750.00 | 16.1 |
| 68000 Property General Maintenance              |                  |           |      |
| 68750 General Maintenance & Supplies            | 1,511.94         |           |      |
| 68751 City Services                             | 2,445.40         |           |      |
| 68752 Telephone                                 | 495.38           |           |      |
| 68753 Fire System                               |                  |           |      |
| 68754 Utilities - PG&E                          | 3,618.90         |           |      |
| 68755 Utilities - Solar                         | 1,400.00         |           |      |
| 68756 Property Insurance                        |                  |           |      |
| 68757 Cleaning Services                         | 4,200.00         |           |      |
| 20774 & 68772 Mortgage                          | 12,220.00        |           |      |
| <b>Total 68000 Property General Maintenance</b> | <b>25,891.62</b> | 82,093.00 | 31.5 |

|                                  | Actual           | Budget    | %    |
|----------------------------------|------------------|-----------|------|
| 70000 Support Staff              |                  |           |      |
| 70701 Administrative Asst Pay    | 4,459.23         |           |      |
| 70703 Youth Director Salary      | 5,980.80         |           |      |
| 70708 Pianist Pay                | 2,538.19         |           |      |
| 70710 Substitute Musician        | 250.00           |           |      |
| 70711 Substitute Pastor          |                  |           |      |
| 70720 Workman's Comp             |                  |           |      |
| 70721 Payroll Taxes              | 2,571.72         |           |      |
| 70722 Payroll Service Fees       | 766.98           |           |      |
| <b>Total 70000 Support Staff</b> | <b>16,566.92</b> | 68,366.52 | 24.2 |

|   |                  |            |      |
|---|------------------|------------|------|
| 71000 Pastors Compensation Package      |                  |            |      |
| 71900 Defined Compensation              |                  |            |      |
| 71901 Net Salary                        | 17,970.24        |            |      |
| 71902 Elective Deductions               | 3,641.12         |            |      |
| <b>Total 71900 Defined Compensation</b> | <b>21,611.36</b> |            |      |
| Benefits                                |                  |            |      |
| 71903 Housing Allowance                 | 14,800.00        |            |      |
| 71904 Benefits- Retirement              | 3,641.12         |            |      |
| 71906 Benefits- Disability              | 327.72           |            |      |
| 71910 Benefits- Basic Group Life        | 291.28           |            |      |
| 71911 Professional Reimbursements       | 883.64           |            |      |
| <b>Total 71000 Pastors Compensation</b> | <b>41,555.12</b> | 125,014.36 | 33.2 |

|                             |                  |                   |             |
|-----------------------------|------------------|-------------------|-------------|
| <b>Grand Total Expenses</b> | <b>91,923.89</b> | <b>325,218.88</b> | <b>28.3</b> |
|-----------------------------|------------------|-------------------|-------------|

Target after 4 months is 33.3% of budget spent.



# Lutheran Church of the Incarnation

## Transaction Detail by Account

April 2023

| DATE  | TRANSACTION TYPE | NUM  | NAME                          | CLASS | MEMO/DESCRIPTION  | SPLIT   | AMOUNT         | BALANCE   |
|---|------------------|------|-------------------------------|-------|---|---|----------------|-----------|
| 4 MM - First Northern Bank                  |                  |      |                               |       |   |   |                |           |
| 04/25/2023                                  | Deposit          |      |                               |       | Monthly interest split between Columbarium & Endowment  | -Split-   | 24.22          | 24.22     |
| <b>Total for 4 MM - First Northern Bank</b> |                  |      |                               |       |   |   | <b>\$24.22</b> |           |
| 8 First Northern Bank - operating           |                  |      |                               |       |   |   |                |           |
| 04/03/2023                                  | Expense          |      | Thrivent Financial (Mortgage) |       | THRIVENT FINANCL MORTG-PMTS 2000 THRIVENT FINANCL MORTG-PMTS 200016170:0  | -Split-   | -3,055.00      | -3,055.00 |
| 04/03/2023                                  | Expense          |      | Target                        |       | candy for Easter Egg hunt; XX7571 CHK PURCHASE 04/01 11:13 XX7571 CHK PURCHASE 04/01 11:13 TARGET T- 3601 N Sacra       | 64500 Learning:Sunday School                                      | -43.55         | -3,098.55 |
| 04/03/2023                                  | Expense          |      | Ace Hardware                  |       | PVC pipes for signs; XX7605 CHK PURCHASE 03/31 13:10 XX7605 CHK PURCHASE 03/31 13:10 DAVIS ACE HARDWA DAVIS             | 68750 Property General Maintenance:General Maintenance & Supplies | -11.24         | -3,109.79 |
| 04/03/2023                                  | Expense          |      | Home Depot                    |       | Fuel Conditioner for mower; XX6573 CHK PURCHASE 04/03 12:32 XX6573 CHK PURCHASE 04/03 12:32 THE HOME DEPOT 1 WOODL      | 68750 Property General Maintenance:General Maintenance & Supplies | -10.66         | -3,120.45 |
| 04/03/2023                                  | Expense          |      | Walmart                       |       | oil for riding mower; XX6573 CHK PURCHASE 04/03 12:45 XX6573 CHK PURCHASE 04/03 12:45 Wal-Mart Store WOODLAN            | 68750 Property General Maintenance:General Maintenance & Supplies | -26.22         | -3,146.67 |
| 04/03/2023                                  | Expense          |      | RAYMOND JAMES & BROKERAGE     |       | monthly payment for solar panels; RAYMOND JAMES & BROKERAGE 513454 RAYMOND JAMES & BROKERAGE 5134549000023              | 68755 Property General Maintenance:Utilities - Solar              | -350.00        | -3,496.67 |
| 04/03/2023                                  | Expense          |      | Ace Hardware                  |       | Fire Alert Control Pad Keys; XX6573 CHK PURCHASE 04/01 16:43 WESTLAKE ACE WOO WOODLAND CA 19273781 709026               | 68750 Property General Maintenance:General Maintenance & Supplies | -6.46          | -3,503.13 |
| 04/04/2023                                  | Check            | 7084 | Carol Huegli                  |       | food for Council retreat 3-18-23; reimbursement to Carol Huegli   | 65601 Congregational Events:Council Retreat                       | -81.45         | -3,584.58 |
| 04/04/2023                                  | Expense          |      | The Davis Enterprise          |       | Newspaper ads for Holy Week; XX7571 CHK PURCHASE 04/04 11:50 XX7571 CHK PURCHASE 04/04 11:50 IN DAVIS ENTERP DAVIS      | 67703 Administration:Social Media & Advertising                   | -82.50         | -3,667.08 |
| 04/04/2023                                  | Expense          |      | Lutheran Social Services      |       | Gift to Lutheran Social Services (March Monthly Ministry Partner) via ACH   | 20115 Special Benevolences  | -780.00        | -4,447.08 |
| 04/05/2023                                  | Expense          |      | Home Depot                    |       | oil filters for lawn mower; XX6573 CHK PURCHASE 04/03 19:38 XX6573 CHK PURCHASE 04/03 19:38 HOMEDEPOT.COM 800-430-      | 68750 Property General Maintenance:General Maintenance & Supplies | -18.34         | -4,465.42 |
| 04/07/2023                                  | Expense          |      | Target                        |       | Easter candy for kids; XX7571 CHK PURCHASE 04/07 09:24 XX7571 CHK PURCHASE 04/07 09:24 TARGET T- 3601 N Sacra           | 64500 Learning:Sunday School                                      | -13.96         | -4,479.38 |
| 04/10/2023                                  | Check            | 7082 | Davis Glass & Screen          |       | replace window in Sunday School portable damaged in storm   | 68750 Property General Maintenance:General Maintenance & Supplies | -264.05        | -4,743.43 |
| 04/10/2023                                  | Expense          |      | Paychex                       |       | Paychex fee; PAYCHEX EIB INVOICE X01660200008 PAYCHEX EIB INVOICE X01660200008606                                       | 70722 Support Staff:Payroll Service Fees                          | -86.16         | -4,829.59 |
| 04/11/2023                                  | Expense          |      | The Davis Enterprise          |       | more newspaper ads for Holy Week; XX7571 CHK PURCHASE 04/11 13:40 XX7571 CHK PURCHASE 04/11 13:40 IN DAVIS ENTERP DAVIS | 67703 Administration:Social Media & Advertising                   | -82.50         | -4,912.09 |
| 04/13/2023                                  | Expense          |      | Paychex                       |       | 4-14-23 payroll; PAYCHEX - RCX PAYROLL 0186430000 PAYCHEX - RCX PAYROLL 01864300001048X                                 | -Split-   | -6,263.06      | -         |
| 04/14/2023                                  | Expense          |      | Paychex                       |       | 4-14-23 payroll taxes; PAYCHEX TPS TAXES 01862600012508 PAYCHEX TPS TAXES 01862600012508X                               | 70721 Support Staff:Payroll Taxes                                 | -314.26        | -         |
| 04/14/2023                                  | Deposit          |      |                               |       | 4-14-23 counter's deposit   | -Split-   | 11,918.00      | 428.59    |
| 04/17/2023                                  | Expense          |      | Safeway                       |       | donuts for youth group; XX7571 CHK PURCHASE 04/16 08:19 XX7571 CHK PURCHASE 04/16 08:19 SAFEWAY #2697 SACRAMEN          | 64551 Learning:Youth - LCI Activities                             | -8.99          | 419.60    |
| 04/17/2023                                  | Expense          |      | INTUIT*QB                     |       | QuickBooks monthly recurring charge; INTUIT * QBooks Onl 3109777  | 67700 Administration:Office Supplies & Equipment                  | -85.00         | 334.60    |
| 04/18/2023                                  | Expense          |      | PG&E (1990567673-0)           |       | PGANDE WEB ONLINE 48938940040423  | 68754 Property General Maintenance:Utilities - PG&E               | -726.08        | -391.48   |

# Lutheran Church of the Incarnation

## Transaction Detail by Account

April 2023

| DATE   | TRANSACTION TYPE | NUM  | NAME                        | CLASS | MEMO/DESCRIPTION  | SPLIT   | AMOUNT            | BALANCE   |
|--|------------------|------|-----------------------------|-------|---|---|-------------------|-----------|
| 04/19/2023   | Expense          |      | USPS                        |       | stamps for church mailings; XX7571 CHK PURCHASE 04/19 09:13 XX7571 CHK PURCHASE 04/19 09:13 USPS PO 05671208 SACRA                                | 67701 Administration:Postage                                      | -48.00            | -439.48   |
| 04/19/2023   | Expense          |      | Staples                     |       | cardstock for church mailings and binder for Pastor Dan; XX7571 CHK PURCHASE 04/16 16:32 XX7571 CHK PURCHASE 04/16 16:32 STAPLES DIRECT 800-333   | 67700 Administration:Office Supplies & Equipment                  | -27.48            | -466.96   |
| 04/19/2023   | Expense          |      | Portico Benefit Services    |       | April pastor's benefits; PORTICO BENEFIT 8003522876 2QLBX PORTICO BENEFIT 8003522876 2QLBXBBTHC6OTYM  | -Split-   | -1,975.31         | -2,442.27 |
| 04/20/2023   | Expense          |      | Paychex                     |       | monthly charge for PayChex Time & Attendance module; PAYCHEX-OAB INVOICE 019336000274 PAYCHEX-OAB INVOICE 01933600027426X                         | 70722 Support Staff:Payroll Service Fees                          | -59.00            | -2,501.27 |
| 04/20/2023   | Deposit          |      | Paychex                     |       | refund of payroll taxes; PAYCHEX TPS TAXES 01967200029562 PAYCHEX TPS TAXES 01967200029562X   | 70721 Support Staff:Payroll Taxes                                 | 71.88             | -2,429.39 |
| 04/20/2023   | Expense          |      | Sierra Pacific Synod - ELCA |       | ELCA/Sierra Pacific Synod Pastor's Retreat for Pastor Dan; XX7605 FUND W/D 04/20 13:31 PAYP XX7605 FUND W/D 04/20 13:31 PAYPAL *SIERRAPA San Jose | 65612 Congregational Events:Professional Leadership Conference    | -350.00           | -2,779.39 |
| 04/21/2023   | Expense          |      | TOSHIBA FINANCIAL SERVICES  |       | Monthly charge for Toshiba copier; Equipment Financ OnlineInv BGGBK Equipment Financ OnlineInv BGGBK2002848650                                    | 67700 Administration:Office Supplies & Equipment                  | -207.11           | -2,986.50 |
| 04/21/2023   | Expense          |      | PG&E (2032234337-5)         |       | PGANDE WEB ONLINE 49080528040523  | 68754 Property General Maintenance:Utilities - PG&E               | -70.55            | -3,057.05 |
| 04/25/2023   | Expense          |      | CostCo                      |       | gas for mower; XX6573 CHK PURCHASE 04/25 08:38 XX6573 CHK PURCHASE 04/25 08:38 COSTCO GAS #100 WOODLA   | 68750 Property General Maintenance:General Maintenance & Supplies | -22.19            | -3,079.24 |
| 04/25/2023   | Expense          |      | AT&T - Phone                |       | ATT Payment XXXXX9003EPAYQ  | 68752 Property General Maintenance:Telephone                      | -123.47           | -3,202.71 |
| 04/25/2023   | Expense          |      | City of Davis               |       | April city services bill; CITY OF DAVIS UT BILL 0010874500 CITY OF DAVIS UT BILL 001087450010861  | 68751 Property General Maintenance:City Services                  | -623.55           | -3,826.26 |
| 04/26/2023   | Check            | 7086 | Daniel Smith                |       | Pastor's reimbursements; see attachment for detail  | 71911 Pastors Compensation Package:Professional Reimbursements    | -335.35           | -4,161.61 |
| 04/26/2023   | Expense          |      | CrashPlan                   |       | Crashplan monthly fee; XX7571 DDA RECURR 04/24 03:54 DR XX7571 DDA RECURR 04/24 03:54 DRI*CRASHPLAN MINNETONKA                                    | 67700 Administration:Office Supplies & Equipment                  | -9.99             | -4,171.60 |
| 04/27/2023   | Deposit          |      |                             |       | April PayPal giving; PAYPAL TRANSFER 1026651675023  | 41100 Income:Offerings  | 6,009.45          | 1,837.85  |
| 04/27/2023   | Expense          |      | Paychex                     |       | 4-28-23 payroll; PAYCHEX PAYROLL 02070800002745X  | -Split-   | -6,065.61         | -4,227.76 |
| 04/28/2023   | Deposit          |      |                             |       | 4-28-23 counter's deposit   | -Split-   | 5,269.00          | 1,041.24  |
| 04/28/2023   | Expense          |      | Breeze ChMS                 |       | ChMS Breeze monthly recurring charge; XX9387 DDA RECURR 04/27 09:31 BR XX9387 DDA RECURR 04/27 09:31 BREEZE CHMS NASHVILLE TN                     | 67700 Administration:Office Supplies & Equipment                  | -67.00            | 974.24    |
| 04/28/2023   | Expense          |      | Paychex                     |       | 4-28-23 payroll taxes; PAYCHEX TPS TAXES 02070000005807 PAYCHEX TPS TAXES 02070000005807X   | 70721 Support Staff:Payroll Taxes                                 | -264.26           | 709.98    |
| <b>Total for 8 First Northern Bank - operating</b> |                  |      |                             |       |   |   | <b>\$709.98</b>   |           |
| 20115 Special Benevolences                         |                  |      |                             |       |   |   |                   |           |
| 04/04/2023   | Expense          |      | Lutheran Social Services    |       | Gift to Lutheran Social Services (March Monthly Ministry Partner) via ACH   | 8 First Northern Bank - operating                                 | -780.00           | -780.00   |
| 04/14/2023   | Deposit          |      |                             |       | Monthly Ministry Partner  | 8 First Northern Bank - operating                                 | 125.00            | -655.00   |
| 04/28/2023   | Deposit          |      |                             |       | For MMP "St.John's Program for Real Change"   | 8 First Northern Bank - operating                                 | 500.00            | -155.00   |
| <b>Total for 20115 Special Benevolences</b>        |                  |      |                             |       |   |   | <b>\$ -155.00</b> |           |
| 20774 Mortgage - regular                           |                  |      |                             |       |   |   |                   |           |
| 04/03/2023   | Expense          |      | Thrivent Financial          |       | principal   | 8 First Northern Bank - operating                                 | -1,013.61         | -1,013.61 |

# Lutheran Church of the Incarnation

## Transaction Detail by Account

April 2023

| DATE  | TRANSACTION TYPE                   | NUM  | NAME                        | CLASS | MEMO/DESCRIPTION  | SPLIT                             | AMOUNT             | BALANCE   |
|---|------------------------------------|------|-----------------------------|-------|---|-----------------------------------|--------------------|-----------|
| (Mortgage)  |                                    |      |                             |       |   |                                   |                    |           |
| <b>Total for 20774 Mortgage - regular</b>                 |                                    |      |                             |       |   |                                   | <b>\$ -</b>        |           |
|   |                                    |      |                             |       |   |                                   | <b>1,013.61</b>    |           |
| 20759   | Major Maintenance Reserve          |      |                             |       |   |                                   |                    |           |
| 04/14/2023  | Deposit                            |      |                             |       | Major Main Reserve (all from Applegate)   | 8 First Northern Bank - operating | 2,364.00           | 2,364.00  |
| <b>Total for 20759 Major Maintenance Reserve</b>          |                                    |      |                             |       |   |                                   | <b>\$2,364.00</b>  |           |
| 20760   | Columbarium Fund                   |      |                             |       |   |                                   |                    |           |
| 04/25/2023  | Deposit                            |      |                             |       | interest  | 4 MM - First Northern Bank        | 12.11              | 12.11     |
| <b>Total for 20760 Columbarium Fund</b>                   |                                    |      |                             |       |   |                                   | <b>\$12.11</b>     |           |
| 24151   | Endowment Fund                     |      |                             |       |   |                                   |                    |           |
| 04/25/2023  | Deposit                            |      |                             |       | interest  | 4 MM - First Northern Bank        | 12.11              | 12.11     |
| <b>Total for 24151 Endowment Fund</b>                     |                                    |      |                             |       |   |                                   | <b>\$12.11</b>     |           |
| 41000   | Income                             |      |                             |       |   |                                   |                    |           |
| 41100   | Offerings                          |      |                             |       |   |                                   |                    |           |
| 04/14/2023  | Deposit                            |      |                             |       | general funds   | 8 First Northern Bank - operating | 9,429.00           | 9,429.00  |
| 04/27/2023  | Deposit                            |      |                             |       | general funds   | 8 First Northern Bank - operating | 6,009.45           | 15,438.45 |
| 04/28/2023  | Deposit                            |      |                             |       | general funds   | 8 First Northern Bank - operating | 4,669.00           | 20,107.45 |
| <b>Total for 41100 Offerings</b>                          |                                    |      |                             |       |   |                                   | <b>\$20,107.45</b> |           |
| 41400   | Other Misc Income                  |      |                             |       |   |                                   |                    |           |
| 04/28/2023  | Deposit                            |      |                             |       | other income (see attachment for detail)  | 8 First Northern Bank - operating | 100.00             | 100.00    |
| <b>Total for 41400 Other Misc Income</b>                  |                                    |      |                             |       |   |                                   | <b>\$100.00</b>    |           |
| <b>Total for 41000 Income</b>                             |                                    |      |                             |       |   |                                   | <b>\$20,207.45</b> |           |
| 64000   | Learning                           |      |                             |       |   |                                   |                    |           |
| 64500   | Sunday School                      |      |                             |       |   |                                   |                    |           |
| 04/03/2023  | Expense                            |      | Target                      |       | candy for Easter Egg hunt; XX7571 CHK PURCHASE 04/01 11:13 XX7571 CHK PURCHASE 04/01 11:13 TARGET T- 3601 N Sacra                                 | 8 First Northern Bank - operating | 43.55              | 43.55     |
| 04/07/2023  | Expense                            |      | Target                      |       | Easter candy for kids; XX7571 CHK PURCHASE 04/07 09:24 XX7571 CHK PURCHASE 04/07 09:24 TARGET T- 3601 N Sacra                                     | 8 First Northern Bank - operating | 13.96              | 57.51     |
| <b>Total for 64500 Sunday School</b>                      |                                    |      |                             |       |   |                                   | <b>\$57.51</b>     |           |
| 64551   | Youth - LCI Activities             |      |                             |       |   |                                   |                    |           |
| 04/17/2023  | Expense                            |      | Safeway                     |       | donuts for youth group; XX7571 CHK PURCHASE 04/16 08:19 XX7571 CHK PURCHASE 04/16 08:19 SAFEWAY #2697 SACRAMEN                                    | 8 First Northern Bank - operating | 8.99               | 8.99      |
| <b>Total for 64551 Youth - LCI Activities</b>             |                                    |      |                             |       |   |                                   | <b>\$8.99</b>      |           |
| <b>Total for 64000 Learning</b>                           |                                    |      |                             |       |   |                                   | <b>\$66.50</b>     |           |
| 65000   | Congregational Events              |      |                             |       |   |                                   |                    |           |
| 65601   | Council Retreat                    |      |                             |       |   |                                   |                    |           |
| 04/04/2023  | Check                              | 7084 | Carol Huegli                |       | food for Council retreat; reimbursement to Carol Huegli   | 8 First Northern Bank - operating | 81.45              | 81.45     |
| <b>Total for 65601 Council Retreat</b>                    |                                    |      |                             |       |   |                                   | <b>\$81.45</b>     |           |
| 65612   | Professional Leadership Conference |      |                             |       |   |                                   |                    |           |
| 04/20/2023  | Expense                            |      | Sierra Pacific Synod - ELCA |       | ELCA/Sierra Pacific Synod Pastor's Retreat for Pastor Dan; XX7605 FUND W/D 04/20 13:31 PAYP XX7605 FUND W/D 04/20 13:31 PAYPAL *SIERRAPA San Jose | 8 First Northern Bank - operating | 350.00             | 350.00    |
| <b>Total for 65612 Professional Leadership Conference</b> |                                    |      |                             |       |   |                                   | <b>\$350.00</b>    |           |
| <b>Total for 65000 Congregational Events</b>              |                                    |      |                             |       |   |                                   | <b>\$431.45</b>    |           |
| 67000   | Administration                     |      |                             |       |   |                                   |                    |           |
| 67700   | Office Supplies & Equipment        |      |                             |       |   |                                   |                    |           |
| 04/17/2023  | Expense                            |      | INTUIT*QB                   |       | QuickBooks monthly recurring charge; INTUIT * QBooks Onl 3109777  | 8 First Northern Bank - operating | 85.00              | 85.00     |

# Lutheran Church of the Incarnation

## Transaction Detail by Account

April 2023

| DATE  | TRANSACTION TYPE | NUM  | NAME                       | CLASS | MEMO/DESCRIPTION  | SPLIT                             | AMOUNT          | BALANCE |
|---|------------------|------|----------------------------|-------|---|-----------------------------------|-----------------|---------|
| 04/19/2023  | Expense          |      | Staples                    |       | cardstock for church mailings and binder for Pastor Dan; XX7571 CHK PURCHASE 04/16 16:32 XX7571 CHK PURCHASE 04/16 16:32 STAPLES DIRECT 800-333 | 8 First Northern Bank - operating | 27.48           | 112.48  |
| 04/21/2023  | Expense          |      | TOSHIBA FINANCIAL SERVICES |       | Monthly charge for Toshiba copier; Equipment Financ OnlineInv BGGBK Equipment Financ OnlineInv BGGBK2002848650                                  | 8 First Northern Bank - operating | 207.11          | 319.59  |
| 04/26/2023  | Expense          |      | CrashPlan                  |       | Crashplan monthly fee; XX7571 DDA RECURR 04/24 03:54 DR XX7571 DDA RECURR 04/24 03:54 DRI*CRASHPLAN MINNETONKA                                  | 8 First Northern Bank - operating | 9.99            | 329.58  |
| 04/28/2023  | Expense          |      | Breeze ChMS                |       | ChMS Breeze monthly recurring charge; XX9387 DDA RECURR 04/27 09:31 BR XX9387 DDA RECURR 04/27 09:31 BREEZE CHMS NASHVILLE TN                   | 8 First Northern Bank - operating | 67.00           | 396.58  |
| <b>Total for 67700 Office Supplies &amp; Equipment</b>    |                  |      |                            |       |   |                                   | <b>\$396.58</b> |         |
| 67701 Postage   |                  |      |                            |       |   |                                   |                 |         |
| 04/19/2023  | Expense          |      | USPS                       |       | stamps for church mailings; XX7571 CHK PURCHASE 04/19 09:13 XX7571 CHK PURCHASE 04/19 09:13 USPS PO 05671208 SACRA                              | 8 First Northern Bank - operating | 48.00           | 48.00   |
| <b>Total for 67701 Postage</b>                            |                  |      |                            |       |   |                                   | <b>\$48.00</b>  |         |
| 67703 Social Media & Advertising                          |                  |      |                            |       |   |                                   |                 |         |
| 04/04/2023  | Expense          |      | The Davis Enterprise       |       | Newspaper ads for Holy Week; XX7571 CHK PURCHASE 04/04 11:50 XX7571 CHK PURCHASE 04/04 11:50 IN DAVIS ENTERP DAVIS                              | 8 First Northern Bank - operating | 82.50           | 82.50   |
| 04/11/2023  | Expense          |      | The Davis Enterprise       |       | more newspaper ads for Holy Week; XX7571 CHK PURCHASE 04/11 13:40 XX7571 CHK PURCHASE 04/11 13:40 IN DAVIS ENTERP DAVIS                         | 8 First Northern Bank - operating | 82.50           | 165.00  |
| <b>Total for 67703 Social Media &amp; Advertising</b>     |                  |      |                            |       |   |                                   | <b>\$165.00</b> |         |
| <b>Total for 67000 Administration</b>                     |                  |      |                            |       |   |                                   |                 |         |
| <b>\$609.58</b>   |                  |      |                            |       |   |                                   |                 |         |
| 68000 Property General Maintenance                        |                  |      |                            |       |   |                                   |                 |         |
| 68750 General Maintenance & Supplies                      |                  |      |                            |       |   |                                   |                 |         |
| 04/03/2023  | Expense          |      | Walmart                    |       | oil for riding mower; XX6573 CHK PURCHASE 04/03 12:45 XX6573 CHK PURCHASE 04/03 12:45 Wal-Mart Store WOODLAN                                    | 8 First Northern Bank - operating | 26.22           | 26.22   |
| 04/03/2023  | Expense          |      | Ace Hardware               |       | Fire Alert Control Pad Keys; XX6573 CHK PURCHASE 04/01 16:43 WESTLAKE ACE WOO WOODLAND CA 19273781 709026                                       | 8 First Northern Bank - operating | 6.46            | 32.68   |
| 04/03/2023  | Expense          |      | Home Depot                 |       | Fuel Conditioner for mower; XX6573 CHK PURCHASE 04/03 12:32 XX6573 CHK PURCHASE 04/03 12:32 THE HOME DEPOT 1 WOODL                              | 8 First Northern Bank - operating | 10.66           | 43.34   |
| 04/03/2023  | Expense          |      | Ace Hardware               |       | PVC pipes for signs; XX7605 CHK PURCHASE 03/31 13:10 XX7605 CHK PURCHASE 03/31 13:10 DAVIS ACE HARDWA DAVIS                                     | 8 First Northern Bank - operating | 11.24           | 54.58   |
| 04/05/2023  | Expense          |      | Home Depot                 |       | oil filters for lawn mower; XX6573 CHK PURCHASE 04/03 19:38 XX6573 CHK PURCHASE 04/03 19:38 HOMEDEPOT.COM 800-430-                              | 8 First Northern Bank - operating | 18.34           | 72.92   |
| 04/10/2023  | Check            | 7082 | Davis Glass & Screen       |       | replace window in Sunday School portable damaged in storm   | 8 First Northern Bank - operating | 264.05          | 336.97  |
| 04/25/2023  | Expense          |      | CostCo                     |       | gas for mower; XX6573 CHK PURCHASE 04/25 08:38 XX6573 CHK PURCHASE 04/25 08:38 COSTCO GAS #100 WOODLA   | 8 First Northern Bank - operating | 22.19           | 359.16  |
| <b>Total for 68750 General Maintenance &amp; Supplies</b> |                  |      |                            |       |   |                                   | <b>\$359.16</b> |         |
| 68751 City Services                                       |                  |      |                            |       |   |                                   |                 |         |
| 04/25/2023  | Expense          |      | City of Davis              |       | April city services bill; CITY OF DAVIS UT BILL 0010874500 CITY OF DAVIS UT BILL 001087450010861  | 8 First Northern Bank - operating | 623.55          | 623.55  |
| <b>Total for 68751 City Services</b>                      |                  |      |                            |       |   |                                   | <b>\$623.55</b> |         |
| 68752 Telephone   |                  |      |                            |       |   |                                   |                 |         |
| 04/25/2023  | Expense          |      | AT&T - Phone               |       | ATT Payment XXXXX9003EPAYQ  | 8 First Northern Bank - operating | 123.47          | 123.47  |
| <b>Total for 68752 Telephone</b>                          |                  |      |                            |       |   |                                   | <b>\$123.47</b> |         |
| 68754 Utilities - PG&E                                    |                  |      |                            |       |   |                                   |                 |         |
| 04/18/2023  | Expense          |      | PG&E                       |       | PGANDE WEB ONLINE 48938940040423  | 8 First Northern Bank -           | 726.08          | 726.08  |



# Lutheran Church of the Incarnation

## Transaction Detail by Account

April 2023

| DATE  | TRANSACTION TYPE | NUM | NAME                          | CLASS | MEMO/DESCRIPTION  | SPLIT                             | AMOUNT            | BALANCE  |
|---|------------------|-----|-------------------------------|-------|---|-----------------------------------|-------------------|----------|
|   |                  |     | (1990567673-0)                |       |   | operating                         |                   |          |
| 04/21/2023  | Expense          |     | PG&E<br>(2032234337-5)        |       | PGANDE WEB ONLINE 49080528040523  | 8 First Northern Bank - operating | 70.55             | 796.63   |
| <b>Total for 68754 Utilities - PG&amp;E</b>         |                  |     |                               |       |   |                                   | <b>\$796.63</b>   |          |
| 68755 Utilities - Solar                             |                  |     |                               |       |   |                                   |                   |          |
| 04/03/2023  | Expense          |     | RAYMOND JAMES & BROKERAGE     |       | monthly payment for solar panels; RAYMOND JAMES & BROKERAGE 513454 RAYMOND JAMES & BROKERAGE 5134549000023                | 8 First Northern Bank - operating | 350.00            | 350.00   |
| <b>Total for 68755 Utilities - Solar</b>            |                  |     |                               |       |   |                                   | <b>\$350.00</b>   |          |
| 68757 Cleaning Services                             |                  |     |                               |       |   |                                   |                   |          |
| 04/13/2023  | Expense          |     | Paychex                       |       | janitorial - Yolo EcoClean  | 8 First Northern Bank - operating | 500.00            | 500.00   |
| 04/27/2023  | Expense          |     | Paychex                       |       | janitorial - Yolo EcoClean  | 8 First Northern Bank - operating | 600.00            | 1,100.00 |
| <b>Total for 68757 Cleaning Services</b>            |                  |     |                               |       |   |                                   | <b>\$1,100.00</b> |          |
| 68772 Mortgage (est 2015) Interest                  |                  |     |                               |       |   |                                   |                   |          |
| 04/03/2023  | Expense          |     | Thrivent Financial (Mortgage) |       | interest  | 8 First Northern Bank - operating | 2,041.39          | 2,041.39 |
| <b>Total for 68772 Mortgage (est 2015) Interest</b> |                  |     |                               |       |   |                                   | <b>\$2,041.39</b> |          |
| <b>Total for 68000 Property General Maintenance</b> |                  |     |                               |       |   |                                   | <b>\$5,394.20</b> |          |
| 70000 Support Staff                                 |                  |     |                               |       |   |                                   |                   |          |
| 70701 Administrative Asst Pay                       |                  |     |                               |       |   |                                   |                   |          |
| 04/13/2023  | Expense          |     | Paychex                       |       | office admin  | 8 First Northern Bank - operating | 556.57            | 556.57   |
| 04/27/2023  | Expense          |     | Paychex                       |       | office admin  | 8 First Northern Bank - operating | 621.73            | 1,178.30 |
| <b>Total for 70701 Administrative Asst Pay</b>      |                  |     |                               |       |   |                                   | <b>\$1,178.30</b> |          |
| 70703 Youth Director Salary                         |                  |     |                               |       |   |                                   |                   |          |
| 04/13/2023  | Expense          |     | Paychex                       |       | youth director  | 8 First Northern Bank - operating | 747.60            | 747.60   |
| 04/27/2023  | Expense          |     | Paychex                       |       | youth director  | 8 First Northern Bank - operating | 747.60            | 1,495.20 |
| <b>Total for 70703 Youth Director Salary</b>        |                  |     |                               |       |   |                                   | <b>\$1,495.20</b> |          |
| 70708 Pianist/Organ Pay                             |                  |     |                               |       |   |                                   |                   |          |
| 04/13/2023  | Expense          |     | Paychex                       |       | pianist/organist  | 8 First Northern Bank - operating | 362.61            | 362.61   |
| <b>Total for 70708 Pianist/Organ Pay</b>            |                  |     |                               |       |   |                                   | <b>\$362.61</b>   |          |
| 70721 Payroll Taxes                                 |                  |     |                               |       |   |                                   |                   |          |
| 04/14/2023  | Expense          |     | Paychex                       |       | 4-14-23 payroll taxes; PAYCHEX TPS TAXES 01862600012508 PAYCHEX TPS TAXES 01862600012508X                                 | 8 First Northern Bank - operating | 314.26            | 314.26   |
| 04/20/2023  | Deposit          |     | Paychex                       |       | refund of payroll taxes; PAYCHEX TPS TAXES 01967200029562 PAYCHEX TPS TAXES 01967200029562X                               | 8 First Northern Bank - operating | -71.88            | 242.38   |
| 04/28/2023  | Expense          |     | Paychex                       |       | 4-28-23 payroll taxes; PAYCHEX TPS TAXES 02070000005807 PAYCHEX TPS TAXES 02070000005807X                                 | 8 First Northern Bank - operating | 264.26            | 506.64   |
| <b>Total for 70721 Payroll Taxes</b>                |                  |     |                               |       |   |                                   | <b>\$506.64</b>   |          |
| 70722 Payroll Service Fees                          |                  |     |                               |       |   |                                   |                   |          |
| 04/10/2023  | Expense          |     | Paychex                       |       | Paychex fee; PAYCHEX EIB INVOICE X01660200008 PAYCHEX EIB INVOICE X01660200008606   | 8 First Northern Bank - operating | 86.16             | 86.16    |
| 04/20/2023  | Expense          |     | Paychex                       |       | monthly charge for PayChex Time & Attendance module; PAYCHEX-OAB INVOICE 019336000274 PAYCHEX-OAB INVOICE 01933600027426X | 8 First Northern Bank - operating | 59.00             | 145.16   |
| <b>Total for 70722 Payroll Service Fees</b>         |                  |     |                               |       |   |                                   | <b>\$145.16</b>   |          |

# Lutheran Church of the Incarnation

## Transaction Detail by Account

April 2023

| DATE  | TRANSACTION TYPE | NUM  | NAME                     | CLASS | MEMO/DESCRIPTION                                   | SPLIT                             | AMOUNT             | BALANCE  |
|---|------------------|------|--------------------------|-------|--|-----------------------------------|--------------------|----------|
| <b>Total for 70000 Support Staff</b>                      |                  |      |                          |       |  |                                   | <b>\$3,687.91</b>  |          |
| 71000 Pastors Compensation Package                        |                  |      |                          |       |  |                                   |                    |          |
| 71900 Defined Compensation                                |                  |      |                          |       |  |                                   |                    |          |
| 71901 Net Salary  |                  |      |                          |       |  |                                   |                    |          |
| 04/13/2023  | Expense          |      | Paychex                  |       | pastor salary                                      | 8 First Northern Bank - operating | 2,246.28           | 2,246.28 |
| 04/27/2023  | Expense          |      | Paychex                  |       | pastor salary                                      | 8 First Northern Bank - operating | 2,246.28           | 4,492.56 |
| <b>Total for 71901 Net Salary</b>                         |                  |      |                          |       |  |                                   | <b>\$4,492.56</b>  |          |
| 71902 Elective Deductions - FSA, Pension                  |                  |      |                          |       |  |                                   |                    |          |
| 04/19/2023  | Expense          |      | Portico Benefit Services |       | elective contributions                             | 8 First Northern Bank - operating | 910.28             | 910.28   |
| <b>Total for 71902 Elective Deductions - FSA, Pension</b> |                  |      |                          |       |  |                                   | <b>\$910.28</b>    |          |
| <b>Total for 71900 Defined Compensation</b>               |                  |      |                          |       |  |                                   | <b>\$5,402.84</b>  |          |
| 71903 Housing Allowance                                   |                  |      |                          |       |  |                                   |                    |          |
| 04/13/2023  | Expense          |      | Paychex                  |       | pastor housing                                     | 8 First Northern Bank - operating | 1,850.00           | 1,850.00 |
| 04/27/2023  | Expense          |      | Paychex                  |       | pastor housing                                     | 8 First Northern Bank - operating | 1,850.00           | 3,700.00 |
| <b>Total for 71903 Housing Allowance</b>                  |                  |      |                          |       |  |                                   | <b>\$3,700.00</b>  |          |
| 71904 Benefits- Retirement                                |                  |      |                          |       |  |                                   |                    |          |
| 04/19/2023  | Expense          |      | Portico Benefit Services |       | employer paid retirement                           | 8 First Northern Bank - operating | 910.28             | 910.28   |
| <b>Total for 71904 Benefits- Retirement</b>               |                  |      |                          |       |  |                                   | <b>\$910.28</b>    |          |
| 71906 Benefits- Disability                                |                  |      |                          |       |  |                                   |                    |          |
| 04/19/2023  | Expense          |      | Portico Benefit Services |       | disability   | 8 First Northern Bank - operating | 81.93              | 81.93    |
| <b>Total for 71906 Benefits- Disability</b>               |                  |      |                          |       |  |                                   | <b>\$81.93</b>     |          |
| 71910 Benefits- Basic Group Life                          |                  |      |                          |       |  |                                   |                    |          |
| 04/19/2023  | Expense          |      | Portico Benefit Services |       | group life   | 8 First Northern Bank - operating | 72.82              | 72.82    |
| <b>Total for 71910 Benefits- Basic Group Life</b>         |                  |      |                          |       |  |                                   | <b>\$72.82</b>     |          |
| 71911 Professional Reimbursements                         |                  |      |                          |       |  |                                   |                    |          |
| 04/26/2023  | Check            | 7086 | Daniel Smith             |       | Pastor's reimbursements; see attachment for detail | 8 First Northern Bank - operating | 335.35             | 335.35   |
| <b>Total for 71911 Professional Reimbursements</b>        |                  |      |                          |       |  |                                   | <b>\$335.35</b>    |          |
| <b>Total for 71000 Pastors Compensation Package</b>       |                  |      |                          |       |  |                                   | <b>\$10,503.22</b> |          |

## **Pastor Sabbatical**

**BACKGROUND:** LCI granted Pastor Dan a sabbatical in the summer of 2017 following his first 6 years of service. It is common practice within the ELCA and its member Synods to grant sabbaticals of up to three months after each six years of employment. Thus, following this practice Pastor Dan is due for a sabbatical in 2024.

**FINANCES:** The standard practice within the ELCA is that full salary and benefits are maintained during the sabbatical. Sufficient funds must also be allocated in the LCI budget line 70711 "Pulpit Supply" to cover all the Sundays that Pastor Dan will be gone. The current Sierra Pacific Synod rate for pulpit supply is \$300 for one service, but the rate generally increases over time so the new effective rate should be verified when the 2024 budget is assembled.

It is also a practice to invite Congregational members to volunteer to lead worship for some of this time and to welcome giving and other fundraising activities to support the pastor's sabbatical (travel costs, etc.)

### **COUNCIL EXPECTATIONS:**

- Pastor Dan will submit a Sabbatical plan to the Council including the start and end dates and personal/professional development goals with supporting activities.
- Sabbatical should not take place during a time when Pastor Dan is mentoring the intern we are calling to serve with us in 2023-24.
- Following the sabbatical, Pastor Dan will provide a summary of the experience to the Congregation.

# **Learning Committee Report**

## **Education & Spiritual Formation**

### **April 16, 2023**

Lindsey Burns: Youth & Family Minister / Office Manager  
Jenny Fortuna: Learning Committee Chair  
Suzanne O'Keefe: Sunday School Coordinator  
Pastor Dan Smith

Easter attendance was very good! Lots of new families with kids! Egg hunt successful.

Sunday School attendance continues to be low (1-2 families). End of year celebration will be low-key this year with a lesson and treats (no games). No graduating seniors this year (no quilts).

Discussion about Sunday School time change for fall. Lindsey would like to study how much time between the readings/gospel and communion. Ideal time would be 30 mins to allow for Sunday school lesson during service. Goal is to increase attendance.

United Methodist Church is hosting Vacation Bible School 9am-Noon, June 12-16 this year (K-6). LCI, DLC, Davis Community, and St. Martin's will also join in. Dan to help with music. Volunteers are needed. Registration information coming soon.

Youth Group will be doing a joint activity with Davis Community Church in May. Regular volunteers needed as chaperones (preferably not parents).

Confirmation classes have ended and will resume in September. A shelf or basket is needed for student's sermon note binders. See Lindsey.

Adult Forum started a new session with Vern Holmes teaching on Matthew's version of The Lord's Prayer.

Jenny to end 5-yr term as Learning Committee Chair & Teaching Sunday School (June 1).

April 24 - Carol, Lindsey, and Jenny to create duty statement for new Learning Chair position. Goal is to get position filled over the summer to start planning Rally Day (Sept 17). Announcement needs to be made.

Next Learning Committee Meeting: Aug (13, 20, or 27) 2023 @ 11:15am (Lindsey's office).

Chair Duties  
Ministry: Education & Spiritual Formation  
May 1, 2023

Position Background: To facilitate, oversee, and communicate Ministry activities; and coordinate with the Pastor, Youth & Family Minister, LCI Council and other Ministries as needed to support the education and spiritual formation of the LCI Congregation.

Ministry Purpose: Provide a wide range of Christian education opportunities for children, teens, young adults and adults.

- Youth: To fulfill the promise in baptism of bringing up children in the church to know the Bible through Sunday School, fun youth activities & confirmation. Staff: Lindsey Burns, Youth & Family Minister and Office Manager
- Adult: To examine and reflect upon God's Word amidst the challenges and questions of modern life; to explore God with the mind; and to grow as servant disciples through Adult Forums, Bible studies, book studies, lectures, and other educational opportunities. Staff: Pastor Dan

Term: 3 years (reevaluated yearly)

Duties:

- Schedule and lead Ministry/Pillar meetings.
- Create and distribute an agenda for each meeting.
- Communicate Ministry/Pillar needs and reports to council and congregation.
- Sit on the Child Safety Committee.
- Attend quarterly planning meetings with other Ministry/Pillar chairs and staff.
- Coordinate Learning activities with other Ministry/Pillar chairs as needed.
- Assist Youth & Family Minister, Sunday school coordinator, and Adult Education Coordinator in:
  - Programming decisions including curriculum, responding to participant needs including active age groups, and education opportunities that occur both Sundays and other days of the week.
  - Recruiting volunteers for Ministry programs.
  - Planning major events including Rally Day, End of Sunday school Celebration, Advent Party, Christmas Program, Easter Celebration, & Vacation Bible School.
  - Planning Adult Education including Sunday Adult Forum, Bible Study and/or other midweek study opportunities.
  - Planning and communicating ministry/pillar budget to Congregation Treasurer.
  - Planning and implementing milestone celebrations such as presentation of bibles, affirmation of baptism and senior graduation celebration.
- Provide feedback to the Congregation Vice President in the annual evaluation of the Youth & Family Minister.

The Youth & Family Minister will do the following:

- Attend Ministry meetings.
- Advise chair on items that need to be on agenda for meeting.
- Summarize meetings for council reports.
- Act as a liaison between chair and other LCI staff
- Advise both Sunday school coordinator and chair on Sunday school programming.
- Work with chair and LCI Child Safe Policy lead (currently Joan Marquand-Willse) in facilitating child safety policies
- Communicate to chair synod news/events
- Plan and execute major events
- Communicate events to the congregation, parents and youth.

## **Social Justice Minutes**

**4/3/23**

**Participants:** Jill VanZanten, Ellen Kolarik, Marvie Paulson, Vern Holmes (who excused himself from the meeting after completing the book group planning)

1. **Devotion:** Jill

2. **Book Group planning:**

Vern is reaching out to men in the congregation about the book study. [Addendum -Erika de la Cruz who is the DLC office assistant and a member of DLC social justice group, is promoting the book study at DLC].

Jill has sent blurbs to the office for the Sunday bulletin and Wednesday update after Easter.

We now have 4 potential facilitators (Vern, Jill, Marvie, and Ellen) [addendum: Erika de la Cruz can also be a facilitator if needed] and 7 members interested in participating. However, all those who have expressed interest are ladies. We will break up into groups of between 3 and 5, including the facilitator. Jill revised the questions for the 1st session. She recommends we finalize the questions for the 2<sup>nd</sup> session based on the outcomes of the first session. Blurbs have gone out in March for the program. We are taking a break over Holy Week and will restart announcements after Easter.

### **Next Steps:**

Ellen will give Paul K a script about the book study to share with the Men's group in hopes of pulling in more men.

Life Together announcements the 2 Sundays after Easter including a note that DLC members may be joining us.

Consider sending out the study questions 1-2 weeks prior to the start of the discussion.

**3. Advocacy:**

- a. Bread of Life is requesting a special offering of letters advocating for the renewal of the Farm Bill which funds SNAP. Marvie intends to lead this event 4/23/23.

**4. Respite Center:** Lindsey asked that we create a blurb for the weekly Wednesday email and the Sunday bulletin explaining the need for ongoing requests from the Respite Center. Ellen has already created a draft.

Next Steps: Ellen to revise draft based on suggestions shared today and then share with Jill

**5. Outreach to the Time and Talent Survey Respondents:** Ellen sent out an email invitation to respondents that had shared an interest in Homelessness and Green Faith to share their ideas. There were no responses from the Homelessness respondents and 2 responses from the Green Faith group. No one shared an interest in joining our group. Marvie needs more time to reach out to the Advocacy and LOPP respondents. Jill has initiated an ongoing conversation with another member who may be interested in the future.

**6. Next Meeting:** 5/1/23 at 4 by Zoom