



# 2020

## ANNUAL REPORT

TRINITY LUTHERAN CHURCH • STILLWATER, MN

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We do not know when or how this COVID-19 crisis will end. When people were faced with tragedy in our nation's past such as the Great Depression, the Japanese attack at Pearl Harbor and 9-11, they united to confront a common foe. Today, our common foe has become ourselves. We cannot unite because of politics. My side is good and the other side is bad. We cannot agree on how to attack the pandemic. We cannot agree to wear a mask to keep our fellow citizens safe; we have rights and no obligation to protect the person next to us. Our world has become black and white. What scares me is that my tenth-grade history teacher said in 1960, "America will never be invaded; but if it falls, it will because of internal strife." I did not think much about it then, but this year what he said keeps coming back to me.

History has also taught us that in a national crisis people look to their God and their churches for strength. For example, on June 6, 1944—D-Day, churches all over America opened and were filled with people praying the entire day. President Roosevelt went on the radio with a prayer which was rebroadcast throughout the day. Lord & Taylor sent 3,000 employees home to pray. Newspapers removed stories from the front pages and replaced them with prayers.

When Trinity started its 2020 fiscal year in September 2019, things were looking good. Giving was where we hoped it would be, the line of credit was not needed to balance the budget and plans were being made to celebrate Trinity's 150th anniversary in 2021. Then in January we started hearing about a new virus in China, and by March our world was tipped upside down. One of the first casualties was our beloved organist and staff member Dave Goulette. Suddenly we were told that we could no longer worship together in the sanctuary but had to worship at home online. Our future looked clouded and unknown. Only those who could remember when Pearl Harbor was bombed had ever experienced the same clouded and unknown future. None of us knew when this will end, nor do we know now.

Since March, many things have changed for Trinity. The staff and council have agreed that our first priority is to keep people safe. Therefore, the Re-Entry Team was

formed with people with expertise in medical issues and/or our building. The team is Fred Anderson, retired Washington County Infectious Disease Epidemiologist; Dr. Matt Simcik, Professor at U of M School of Environmental Health; Mel Sullivan, Sr. VP and Chief People Officer of Ecumen/Trinity Council Secretary; Denise Swager, RN; Kim Dahlgren, RN and our Faith Community Nurse; Bob Eiselt, Tom Hosek and Pastor Chris. With their guidance, the staff and council have adopted new rules which are consistent with both state and federal guidelines. These can be found on the Trinity website on our COVID-19 page at: <https://trinitylc.org/e-news/COVID-19/>. We are no longer able to meet in the sanctuary for worship. Weddings and funerals are small affairs only for immediate family. Rules have been codified so that people who are at these events know what is expected of them. Failure to follow the rules means being told to leave the event. Meetings are now held using Zoom or Microsoft Teams, and Trinity's constitution was amended so the council could transact business without having to meet in person. The annual meeting will also be held online.

While the nation continues to struggle with the virus, the Trinity family is doing what other families do in a crisis—we have joined together, and Trinity has become stronger. Online and drive-in attendance on Sundays has increased; giving has increased to where we have not needed to use the line of credit since last December. The staff, led by Pastors Chris and Peter, are doing a magnificent job of navigating us through this national crisis. People looked to Trinity for guidance, strength and help during previous national crisis; this time is no different. Trinity is here to help wherever it can; please contact us and let us know what we can do.

Finally, in these scary times, I remind you of Psalm 56 verse 3: When I am afraid, O Lord Almighty, I put my trust in you.

**Doug Johnson**

President, Congregational Council  
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# REPORT OF THE COUNCIL PRESIDENT



# LEAD PASTOR

Siblings in Christ,  
As I write this, in mid-October, I see out the window of my home office to the snow-covered garage roof and the backyard maple tree still clinging to leaves, just like the neighbor's oak up the hill. And I shudder a bit. I don't mind winter. But, like you, I am pondering a long one without indoor worship, socializing and normal holiday celebrations. And I give thanks that most of us are well and looking forward to future winters, future holidays that are once again life-giving and "normal-ish."

And I give thanks for Trinity Lutheran Church. You have weathered many storms and yet you are working your way through pandemic with hospitality, grace, patience and humor. The hard work of your council, staff and Re-Entry Team to keep us safe and stay ahead abreast of the science is only as effective as your support and collaboration. Thank you, Trinity, for loving each other so well in these trying times.

There is much to celebrate as we review the past year. Please note, that while some things will get a mention here, there are fuller reports elsewhere in this document. Please take the time to read them all and celebrate a bit as the cold settles in.

## **Emergency Winter Shelter**

Under the leadership of John Hodler, Jeff Anderson and Roger Funk, Trinity partnered with St. Andrew's Community Resource Center, Washington County HOST Team and the City of Stillwater to open a daytime warming space and overnight emergency winter shelter for five weeks in February and March. While staff and I were invited into early conversations and consulted on many issues (especially Bob, Tom and Annie), this was a largely volunteer effort. Over 100 people attended the first EWS/Warming Space training with more at a second training. Thanks to the quick action of the leadership trio and council response, they were able to be open 7 days a week from 10 a.m. to 3 p.m. from February 1 to March 7, regardless of temp.

We had a great response to support the ministry with abundant donations of time, food, supplies, and money. The team is devastated to shut it down this year due to pandemic. We look forward to re-opening next year and in the meantime, the terrific trio

continue to find ways to support our neighbors experiencing homelessness.

## **Mass Ministry Team Meetings**

To streamline communication and collaborative efforts, we instituted a Mass Ministry Team\* Meeting every other month from September through May. We share a meal (Thanks, Linda Flood!) opening devotions, learning and critical updates. Then the ministry teams split up to do their own work. The intent was that by being in the building together, with program staff and council, we could improve communication and enhance shared projects. We were able to meet through January. With the March and May meetings cancelled due to pandemic, we have not reinstituted the mass meetings for the 2020-21 program year but look forward to them resuming next fall.

\*Stewardship, Worship, Congregational Connections, Finance, Faith Formation, Outreach Missions

## **Respectful Conversations**

In October 2019, Tim Gillis guided us to a Respectful Conversations event, facilitated by the Minnesota Council of Churches. Seventeen leaders were trained and about 50 folks participated in a guided conversation about Guns in Minnesota. The model encourages speaking from one's own experience and listening for understanding. The feedback was positive, and a second experience was planned for Spring 2020. However, pandemic. We are exploring opportunities for another Respectful Conversation using remote technology during this program year.

## **Thanksgiving & Christmas Worship**

The third year of our Thanksgiving worship partnership (with Ascension Episcopal, First Presbyterian and St. Peter's UCC) was fun, but without the choir (the majority of which were Trinity members), attendance would be low. We wish to evaluate publicity, location and clarity of purpose, including how to make it more of a community event. Holding the service at the JX Event Center was intended to make it more welcoming but we were considering going back to a church in 2020. Due to pandemic, we are not offering an in-person Thanksgiving worship in 2020, but will create a virtual service for each congregation to offer online. And the partnership has expanded this year to include the above churches as well as Our





Savior's, Bethlehem—Bayport, and First United Methodist.

The Longest Night service attendance was down in 2019 as compared to 2018 but feedback was very positive. Again, we are evaluating publicity for the event which, like other worship, will move online this year. Thanks to David and Alyce Brekke for hosting a very welcoming post-worship reception.

The worship team was ready to re-evaluate the viability of our Christmas Day worship. But based on attendance in 2019 and engagement after worship, the service is very important to those who attend. Moving ahead, we plan to make it a richer morning with fresh treats and coffee that allow folks to linger—especially welcome by those that don't have other celebrations to see to. Again, that will have to wait until 2021.

#### **Women's Retreats & Small Groups**

We are delighted to revitalize a women's retreat ministry and kick off women's small group ministry.

We held a day-long retreat in the fall at Bethel in Hudson and a weekend retreat in February at Assisi Heights in Rochester. The theme for the retreats was "Our Sacred Selves." The theme allowed women to explore their sacredness and how to develop a deeper sense of God's presence in their lives. Feedback was strong and interest was expressed in more community building opportunities. Thanks to Zanny Johnson for her

leadership in this effort and to the committee: Rita Friesen, Sandy Wendt, and Lucinda White.

Concurrent with the retreat activity, was the launch of an initial women's small group ministry. The first group was designed to respond to expressed interest, develop leaders and explore a small group model. The pilot group was co-led by Zanny and me. Following this group, Zanny recruited and trained leaders for two more small groups and the ministry continues to grow. More can be found in Zanny's report. Zanny will continue to helm the small group ministry. I will help craft curriculum for the groups as needed.

#### **New Members & Visitors Ministry Expanded**

A new series of three classes was launched for curious newcomers, serious new members and anyone else, to enter into our life together at Trinity: Bible 101 / Intro to Lutheranism, Telling our God Stories (Finding ourselves in God's Story) and StrengthsFinder. The classes will be offered in that order so that the strengths work finds its appropriate grounding in Biblical commitments, baptismal vocation and God language. The first series launched in March. Several staff, including Pastor Peter and I, are involved in teaching the first two. Karen Gieseke and Tracy Lysne will teach StrengthsFinder. Zanny Johnson is to be commended for her

-continued on next page-

work in facilitating this more robust new member experience. Again, pandemic brought this to an abrupt halt, but it will be resumed.

### **Synod & Seminary Activity**

Pastor Peter is part of a Lilly grant project secured by the Saint Paul Area Synod to help Second Act Pastors (years 3-10) thrive in ministry. I have been invited to be one of the mentors walking with this group. We attended a kick-off retreat February 17-19 with the rest of the cohort and mentors. It is a fine compliment to Pastor Peter that his application for this program was accepted, as there were far more applicants than spots.

It is expected that our time commitment to this grant come from our normal work hours. For Pastor Peter, our commitment to his development as a pastor is expressed in our support and the time to pursue this. It is anticipated that the time commitment will not burden the pastor or the community, and this has proven to be true. My time committed (1-2 hours per month with my mentee and an annual retreat) is considered Trinity's contribution to the development of pastors for the larger church.

A serious upside to this project is that not only will Pastor Peter continue to develop at a crucial time in his already remarkable ministry, he will also have financial support through the grant to explore several projects at Trinity. You will hear more about his projects. The congregation will be blessed by this process.

Both Pastor Peter and I "attended" the Bishop's Theological conference, which was reduced from three days of sabbath, learning and collegiality—to a two-hour Zoom meeting. The topic was "Re-imagining Vocation" with Deanna Thompson which was timely and engaging.

Luther Seminary has continued to provide opportunities for engagement: mentoring a seminary student who is now on internship, teaching preaching labs as needed, and teaching a preaching master class as part of the Celebration of Biblical Preaching last fall. The great blessing is that I learn far more through these experiences than I can hope to teach!

Additional larger church engagements include:

- Dean of the East Central Conference of the synod,

- Saint Paul Area Synod council,
- Bishop's Advisory Council,
- Anchor Church workshop,
- Church Anew Conference with several staff,
- Pastoral support group,
- Weekly text study, and
- Co-convener of the St. Croix Valley Ministerial Association with Pastor Cader Howard of First Presbyterian.

### **Pandemic Specific**

Our last in person worship took place on March 8. We used a recording of an old service with a fresh sermon and prayers for March 15 and from then on have offered a fresh—usually live—worship experience each week online and, beginning in June, at the drive-in. Our worship directors dove right in, Carol tackling worship planning and Phil building tech skills as fast as we needed them. Carol has recruited and guided musicians and readers. Phil has built a strong tech team, plans and plays for drive-in worship. In addition, after the death of our dear friend and organist, Dave Goulette, Carol stepped fully into some very large shoes with her considerable organ performance skills. And she serves in that role with great skill and great joy.

Shortly after March 15, we closed the church building and sent the staff to work from home. Your staff hit the ground running. While just as stunned as everyone else at the outset, they quickly adapted to online check-ins and staff meetings, connecting when possible in person and scheduling in-office hours so we had minimal contact. The staff remains largely at home, going into the office only when our tasks require it. They have kept ministries and communication humming and have functioned as a supportive, positive and encouraging team.

Pause & Pray—In mid-March, when the staff realized we would be apart from all of you for a long while, we decided to do a daily Pause & Pray on the Trinity Facebook page. Initially, five staff members each took a day of the week to offer five minutes at noon with a daily word, brief reflection, bit of music or story, and a prayer. As vacations or other demands took some of us away from time to time, we were able to enlist members of the congregation to join us. It has been a lovely,

gentle way to stay in touch and build spiritual practice into distanced days.

In June we organized a "Re-Entry Team" chaired by Fred Anderson (retired Washington County epidemiologist), Matt Simcik (professor in the School of Public Health, U of M), and including Faith Community Nurse Kim Dahlgren, RN, Mel Sullivan (council and Sr. VP and Chief People Officer at Ecumen), Bob Eiselt, Tom Hosek and me. This team assesses the best science and public health information available and pays attention to trends in area churches to help guide the safest, soundest and most courageous decision making—preferring safety of our members and community above all else. The team created guiding documents for a soft reopen in four areas: Trinity Groups, Guest Groups (such as AA), weddings and funerals. The council approved these documents at their September meeting, and they are available on the Trinity website. We offer them with the caution that circumstances can change at any time, requiring us to return to a fully closed building. We give thanks for the support, patience and cooperation of the Trinity community during this challenging time.

### **Anti-Racism Work**

In response to the murder of George Floyd in May, Trinity joined many other congregations and members of our community in our deepening awareness of the realities of racism in ourselves, our state and our nation. Many members attended or organized rallies and protests. Pastor Peter and I attended a clergy protest with the synod in June. It became clear that we have much to learn. Rachel Schmeltzer accepted the challenge to chair a new Racial Justice Ministry Team.

Together with this new team, the staff, council and Outreach Missions Ministry Team are all participating in the Intercultural Development Inventory under the guidance of trained facilitator, Karen Gieseke. This tool assesses cultural awareness and competency, helping the participants understand their development in this area. Then as individuals, teams and a congregation, we can discover ways to develop our own cultural competency and being the work of becoming true allies.

### **150th Anniversary**

July 19, 2021 is the 150th anniversary of Trinity Lutheran Church. A small



team began meeting over a year ago to imagine creative and engaging ways to celebrate this remarkable milestone. Tentative plans began to take shape, many of which were sidelined when it became clear that gathering in large groups is unlikely before the second half of 2021. But, as one does in pandemic, the group did a quick pivot and focused on a few key celebrations. First, a review and reorganization of our considerable archives and creating a historical timeline of Trinity against the historical context of life in the area, nation and world. Second, a story cookbook, sharing both food and reflections of our members—a written “story corps” with recipes! Third, a larger celebration for the whole congregation in the fall—perhaps in conjunction with TrinityFEST. If safety, science and public health allow, we may be able to offer birthday cake on the green space on our actual birthday in July. If you are interested in working on any of these projects, please let me know.

### Staff

As mentioned previously, your staff hasn’t missed a beat in the transition from in office to mostly or fully at home. They each have lived into this change with curiosity, patience and grace. They have been encouraged to take their vacation time and days off. Some with more success than others! We have continued to learn together, including a great class on leadership led by Jan Hepola and first aid/AED training coordinated by Kim Dahlgren. We enjoy a “Fifth Tuesday Fun Day” when we set aside the business of the weekly staff meeting to enjoy a few hours together team and relationship building. And in July we gathered outside at the home of Sharon Germain (who has ample space and a porta-potty!) for a safely distanced time to just be and to welcome Sarah Olson to the team. Thanks to Sharon for offering us a fantastic meal and for the barn kitten who now occupies space in our home and in our hearts.

It has been a strange year indeed. Many exciting new things just getting launched when we found we had to head home and close the building to worship and other gatherings. But the staff, council and Trinity community have made it possible to be the church in all circumstances and to be the church abundantly. While we all long for a sense of normalcy, we know



that we don’t want to “go back.” We wish to move ahead into the future to which God is calling us. We don’t want to have walked these long months without the gift of transformation that such experiences offer. I look forward to Trinity 2021!

And now thanks to you, the people of Trinity—members, friends and visitors: it is the Spirit of God alive in you that makes this work joy and church possible. Thank you to your remarkable council who have led faithfully and ably and supported staff and pastors unfailingly: Doug Johnson, Krista Gossai, Arba-Della Beck, Mel Sullivan, Dave Martin, Andrew Thelander. Thank you to the staff who is my team and who make everyday filled with possibility: Monty Lysne, Jeannie Wendorf, Zanny Johnson, Marilee Tangen, Ellen Neseth, Bob Eiselt, Kim Dahlgren, Pastor Don Fultz, Phil Kadidlo, Carol Carver, Julie Jolivet, Sarah Olson, Linda Flood, Tom Hosek, Annie Mikesch, Ash Kadidlo, Sonia Esch, Eric Trosdahl. Thanks to my pastoral colleague, teacher and friend, Pastor Peter Weston Miller. And thanks to my husband Ted Olson, who shoulders the endless tasks of pastor spouse with grace, humor, patience, love and sartorial splendor.

Giving thanks to God for the gift of life and call.

**Pastor Chris Bellefeuille, D.Min.**

Lead Pastor

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# PASTOR OF LIFELONG FAITH FORMATION

## A Year of Zigging and Zagging

What a year it has been, Trinity!

When I was discerning what it would be like to become a pastor, I knew it would require a lot of adapting. The church has been changing. It always has. As Lutherans, we keep reforming. We believe that life is shaped by Christ's death and resurrection. God keeps making us new.

While that shape is rarely easy, that movement has always excited me. The church, in all of its local and global diversity, has always pointed me toward transformational hope. Trusting that the Holy Spirit never stands still for long.

And then pandemic hit. And George Floyd was killed. And wildfires rage. And fingers are pointed.

We have all been shook up. Exhausted beyond our limits. Asked to stay home and mask-up. We have all had to pivot and change the way we live.

We have also pulled together, Trinity. By the grace of God, we have breathed and heaved through this massive upheaval, unrest, turbulence and grief.

We have lost loved ones, including our beloved organist Dave Goulette.

It has been so much zigging and zagging. Making schedules and changing them. Moving stuff online. Limiting screen-time. Pausing and praying.

There have been so many things that fall into the bucket of "I didn't learn this in seminary (or college or ECFE or hard knocks)."

None of us was fully prepared this.

Through it all, I do trust that God in Christ has been forming faith. Much of which we probably won't realize till later on in our journey. But we have continued to be the church, the Body of Christ in all circumstances.

## Gratitude for Team Work

Even before these last seven months, I was extremely grateful for this faith community and excited about the future and God's mission here.

Our Council and staff have been amazing to serve with and serve for.

As you can read in both Sarah and Monty's own words (at right), we continue to find creative ways to stay connected, build relationships, and mark faithful milestones.

Our weekly Adult Faith Forum, led by Penny Catlin, continues to develop a strong following of lifelong learners—all of which is available 24/7 on our website for increased audience, visit: <https://trinitylc.org/learning/adult/adult-ed/>.

The Trinity Library Team remains active during pandemic to help connect all of us with its rich resources. You can search the Trinity Library catalog at: <https://trinitylc.org/learning/library/>. Then send an email to Norma Wilson, Library Volunteer, at: [dwilson804@aol.com](mailto:dwilson804@aol.com) to arrange a contact-free pickup.

Thank you for your support and partnership this year, Trinity.

For being the church, zigging and zagging, breathing and heaving together.

In Christ's service.

**Pastor Peter Weston Miller**

Pastor of Lifelong Faith Formation  
[pwestonmiller@trinitylc.org](mailto:pwestonmiller@trinitylc.org)



Prayer and Comfort - Adult Faith Forum Oct, 11 2020

32 views • Oct 27, 2020

Trinity Lutheran  
114 subscribers

Pastor Peter leads an intro to Prayer and re-approaching the different forms of dialog with the divine. This video also includes a video from Brian McLaren in the Animate Series about the Lord's



As I think about the past few months serving Trinity in the role of Children and Family Faith Formation Coordinator, I cannot help but reflect on how full my heart feels and how excited I am to see what the next several months hold for our community.

Out of an abundance of care for neighbor, Children and Family Ministry has embraced this unconventional year with faith formation offerings prioritizing worship as a family, limited screen time, opportunities for safe and equitable fellowship, flexibility, grace, and routine. Each week, children have a Children's Bulletin to look forward to that is curated from SparkHouse Digital that includes a little bit of something for everyone to better engage in the message and inspire conversation as a family. We also offer a Children's Message during online worship from a member of our congregation (or pastor or staff) to help bring the Word of God to life in a way that lights it up for our littlest of worshippers.

Each month, there are family faith events to help bridge the need for community, shared experiences, and lifting up the important work of the Holy Spirit in the ministry of the home. And, to honor practicing faith as a family by marking significant moments, Milestone Ministry has been adapted to a work-at-your-own-space model through kits for families to do at home followed up by virtual video calls and Drive-In Worship recognitions.

So much to be grateful for. Thank you for entrusting me to serve in this important and special ministry!

**Sarah Olson**  
Children & Family Faith Formation  
Coordinator  
solson@trinitylc.org

It goes without saying that 2019-2020 was a challenging time for all ministry, including Youth Ministry, but it was a year that still allowed for fun, growth and learning.

Our Middle Schoolers enjoyed our small group Confirmation faith formation face-to-face until mid-March, when we went to a remote/online format for learning and relationships. Groups met via Zoom to discuss our weekly themes and to stay connected. Summer plans changed as we were unable to find a safe way to hold summer camp at Camp Wapo or our valley-wide Summer Stretch service program. Our fall Confirmation programming has begun again, with our kids shifting to a half on-site/half remote year of fellowship and learning. The goal is to meet outside on the green space as much as we can with a campfire-type experience for kids (weather permitting).

Our main ministry for High Schoolers in 2019-2020 was our Puerto Rico Mission trip, originally scheduled for late June 2020. 47 kids and 10 leaders signed up for this mission trip adventure which sadly had to be postponed. Before this postponement, we were in the process of managing very generous sponsorships from the congregation and community, as well as preparing our missionaries in small groups for the experience and work of being in Puerto Rico. We will be restarting trip preparations in December for a late-June 2021 departure. The excitement and energy in this group is fantastic! I look forward to getting preparation for this trip up and running once again.

I remain very grateful for the support of Youth Ministry at Trinity by the congregation and community and hope for continued faithful ministry—however modified—in the coming year!

**Monty Lysne**  
Youth Faith Formation Coordinator  
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# CHILDREN, YOUTH & FAMILY MINISTRIES



# WORSHIP

March 2020—how could years of gathering in a sacred place every Sunday suddenly become dangerous, when just a week ago it was, for many, life saving? Within one week's time everything changed.

The beginning of this year started as most do with festive Reformation and All Saints worship; choirs and bands rehearsing; committees planning and carrying out elaborate plans for the worship space; concerts nearly every week. It was going to be a year full of rich and rewarding worship.



Early in Lent there was a murmur of something in the wind. But don't worry—"it" will only be around for a couple of weeks—the children can do their musical as planned, we can participate in a grand Palm Sunday procession around Stillwater with our neighbors from Ascension Church, everyone will pack the pews for a festive Easter, and off to the drive-in we will go for another summer.



March 15, 2020—when everything changed! But no problem, we can do this for a few weeks—that being, worship online. And here we are, October, still online AND at the drive-in for the foreseeable future.

So, while we are not able to come together in one space, we are held together in Christ. We are the church in all places and at all times, and though we worship in homes, cabins, cars, or by a campfire, we worship. Kevin Strickland, ELCA executive for worship, noted the importance of paying attention to who does the gathering: not humans but the Spirit. "God still shows up, not just in worship but especially in worship, in the body that is Christ," he said.



Since March we have learned and grown in ways we never dreamed of in creating worship and music. From March 15 through the end of May we

live-streamed worship at 9 a.m. each week. Since the first Sunday in June the drive-in worship in Houlton has also been open. Usually the drive-in closes on Labor Day weekend, not this year! It continues weather permitting.

During this time we are grateful to all those who have made worship possible: Trinity staff, including Monty Lysne, Ashton Kadidlo and Sonia Esch; faithful AV volunteers, Clint Malwitz, Charlie Payne, and Tom Severson; numerous musicians and readers; choir members—adults and children—who sing from their homes to create amazing virtual offerings (and again, our thanks to Charlie Payne for his creative direction); and of course, our pastors who bring the message each and every week.

Finally, in this year of such challenge, uncertainty and anxiety we would be remiss not to mention in this report the death, in the early weeks of COVID-19, of our beloved organist, Dave Goulette. It seems impossible now, but at first we didn't even realize he suffered with the virus. Our hopes were high for a complete recovery. But as the weeks went on, and the toll of being on a ventilator became known, we knew the outlook was not good. We grieve with his family in that Dave died, and that he died alone. We have heard so many stories like his, but we *knew* Dave. One tiny fact you may not know, over the summer his first great-grandchild was born, and his name is David. Know that we will "pull out the stops" and celebrate his life as soon as we are given the go ahead. Please see the tribute at right.

In closing, we are reminded of a hymn / song text that seems ever relevant:

The church of Christ, in every age  
beset by change but Spirit led,  
must claim and test its heritage  
and keep on rising from the dead.  
— Fred Pratt Green

Share the love of God. Place your hope in Christ. Be open to the Spirit. Worship God in all times.

**Carol Carver**, Director of Worship,  
Organist & Trinity Choir Director  
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**Phil Kadidlo**, Director of Worship &  
Music Ministries  
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## Letter to Dave Goulette

Dear Dave,  
God only knows, I wish I could have told you this in person. I know we say this all the time about family and friends, but here I am with that dilemma.

Dave—you have been more than a colleague to me, you have been a dear friend, a soul mate, a mentor, a bass, and a confidant.

Your worship leadership is stellar; when I would say “what?” you’d say, “they want to hear this.” You were always right.

Whatever I brought out for the choir, you would master; we would laugh on Wednesday evening and give highfives on Sunday morning. No one would understand that except the two of us.

When I needed to “vent” you were always there. Every job has that moment, doesn’t it? I feel sorry for those who don’t have that person.

You were my bass section leader—you would faithfully sit through every choir rehearsal, singing absolutely every note correct, hoping those in front and around you would catch on. Then step up and add whatever glorious accompaniment was needed on the piano or organ.

When I had hair-brained ideas you would always say, “well, okay, I’ll give it a try.” You always, always let me be me—I sincerely hope I did the same for you.

There are so many memories—all good.

We will talk about you forever. We will talk about when Dave was the organist as the very best of times. You are so loved by so many people. I am just one of them, but I feel myself truly blessed to have been a part of your life.

Rest in peace—I love you.

CC

Carol Carver

# TRIBUTE TO DAVE GOULETTE





# OUTREACH MISSIONS

The Power of Partnerships is a phrase that well describes Trinity's Outreach Missions. We embrace the synergy of working with other churches and organizations toward common goals.

The Outreach Mission Team was involved in three primary initiatives in the last fiscal year that we will highlight: the Anuak Benefit Concert; the Community Daytime Warming Space and Emergency Overnight Shelter; and outgoing financial contributions.

Trinity hosted an evening of music, community and fellowship for the benefit of the Anuak Refugee Community in the Twin Cities area on Nov. 3, 2019. The Anuak Choir performed along with choirs from First Presbyterian, Our Savior's Lutheran, Trinity, and the Valley Chamber Chorale. The concert raised \$14,660 toward the goal of purchasing a van for the Anuak church community. Trinity's mission gift of \$2,000 for the van was also distributed after the concert. The benefit allowed the Anuak church community to purchase the van for which they had long prayed, worked and saved. Thanks to Heidi Kriesel for her leadership over several years with this benefit and group.

What began as a housing study and initiative by a sub-committee of learners and doers, morphed into the Community Daytime Warming Space and Emergency Overnight Shelter, open for 5 weeks at Trinity Feb. 2 through March 7, 2020. This first-time initiative, significant in so many ways, was open to the entire Stillwater community as a partnership with Trinity, St. Andrews Community Resource Center, Washington County Homeless Outreach Services (HOST), and MICA (Metropolitan Interfaith Council on Affordable Housing), as well as Hope Avenue Elim Church—Minneapolis who provided valuable guidance on setting up and operating the warming space and shelter. In addition, donations and volunteers came from People's Congregational—Bayport, Ascension Episcopal, Our Savior's Lutheran, and throughout the community.

Under the leadership of John Hodler, Jeff Anderson and Roger Funk, 132 trained volunteers and numerous donors enabled the Daytime Warming Space and Overnight Emergency Shelter to kindly welcome guests into our warm space equipped to meet their needs. Some of the initiative's

benefits that are not reflected in the following statistics include connections to social services, shared meals, the value of a listening ear, and expanding our own boundaries/sharing the experience together:

- Daytime Warming Space guests: 116
- Emergency Overnight Winter Shelter guests: 8
- Repeat guest visits: 70
- Meals prepared and served to guests (includes 79 to-go lunches): 192
- Meals prepared for volunteers: 222

Outgoing financial contributions continue to be a very important element of Trinity's Outreach Missions. This program has been funded by the overwhelming generosity of the volunteers and donors for Lutefisk & Meatball Dinners, former Mission Golf Tournaments, and Parking Lot Fundraisers, plus miscellaneous individual donations.

During the 2019-2020 fiscal year, the partners who have put Trinity Outreach Missions funds to work for good in God's world are listed in the table at right.

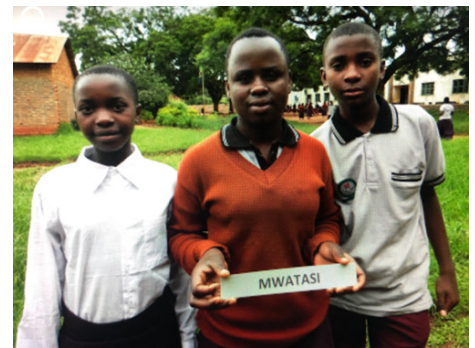
Thank you for your generous hearts and hands, and your willingness to stretch and learn more with us about God's will for stewardship and service in mission!

Current members of the Outreach Missions Team are: Michele Hermansen—Chair, John Hodler—Treasurer, Sandy Wendt—Secretary, Marlene Harty, Arlyce Melheim, Renae Oswald-Anderson, Marie Liberda, Glenda Bjorum, Wendy Klemz. Feel free to contact any team members with questions or suggestions.

**Michele Hermansen**, Chair  
[michele2255@gmail.com](mailto:michele2255@gmail.com)

## Distributions to Trinity Outreach Missions Partners

Tanzania Scholarships	\$6,389	(Bega Kwa Bega—Saint Paul Area Synod)
Valley Outreach	\$6,000	
Lutheran Disaster Response	\$3,645	(\$2,000 Missions + \$1,645 congregation challenge match)
Open Hands Midway	\$2,500	(Located at Bethlehem Lutheran)
Anuak Community	\$2,125	(Van and benefit—through First Presbyterian partnership)
Community Thread	\$2,000	
Lutheran World Relief	\$1,500	
Global Health Ministries	\$1,500	(COVID-19 response)
Angel Tree Prison Ministry	\$1,450	
Housing Initiative & Shelter Experience	\$1,450	
Lutheran Mideast Development	\$1,000	
MICAH	\$500	
Mwatasi Water Consulting	\$500	
Confirmation Food Packing	\$325	(Meals From The Heart partnership)
WestCap	\$250	
Last Sunday Suppers	\$55	(Partnership with Ascension Episcopal)



# CONGREGATIONAL LIFE & CONGREGATIONAL CARE



Greetings, church family!

Wow, what a year. With the pandemic starting in March and our world so totally changing, the *how* of ministry has changed, with nearly all ministries going online, but the *why* has not: because God first loved us, we live as Jesus in the world, loving God and loving neighbor.

Probably the most creative and unique way we showed love to our neighbors during the pandemic this summer was in the form of a Love Drop, organized by Faith Community Nurse Kim Dahlgren and myself: a bag of Trinity goodies that were assembled and dropped off by a crew of volunteers to 100 of Trinity's most vulnerable and venerable, as Pastor Chris noted.

In a herculean feat of love and service to our community in the face of the global pandemic, Trinity's quilters joined forces under the leadership of Kim and Phil Hanson (along with other volunteers) in the sewing and delivering of more than 350 face masks. Each Trinity member was gifted, at their request, one mask per household member, and even had their choice of color! This giant undertaking helped protect an innumerable amount of folks from the spread of the Coronavirus while sharing that same amount of Christ-like love.

One of the ministries I am so passionate about at Trinity is group spiritual direction. I completed my spiritual direction training in the spring of 2017, and it is thrilling to offer group spiritual direction here at Trinity! Group spiritual direction is:

- Intentionally sacred time set apart in a safe space
- Non-judgmental, compassionate and active listening
- Slowing down and resting in the deep love of God
- Designed to refresh and renew your spirit and fill your soul
- Unfolding the truth of who you are as a beloved child of God

All in the company of others. Groups form every season and meet every other week for 12 weeks, 6 sessions total.

Now completing their third year, our solos group changed from 60 Plus Solo to Solo 55 Plus—for those who are age 55 and up, single and active. The lowered age limit has opened

this vibrant fellowship ministry to more members.

This spring we held our fourth annual "Talk & Tea"—this time via the wonder of technology and Zoom, which pairs an author talk with a morning tea, and gathered to listen to our own Pastor Kris Linner perform a first person narrative about the ten lepers and lead a discussion about gratitude.

I am so grateful for the many ministries that have been faithful and vibrant over the years and continue to do such great work in the name of Jesus!

Ministries such as:

- Caring Friends/Celebrating Seniors—who stay in touch with every Trinity member age 75 and older through calls and cards, and the Celebrating Seniors event that happens three times a year (worship, luncheon and entertainment) in celebration of our seniors.
- Quilting Ministry—our quilters made stacks of quilts for Lutheran World Relief.
- Knitting Ministry—who knit and crochet prayer and baptismal shawls for our brothers and sisters in Christ.
- Prayer Ministry—a group of prayers who faithfully meet and pray out loud the ongoing list of prayer requests.
- Sunshine Ministry—a self-sustaining ministry of embroiderers of dish towels that generate funds to send flowers to our 75, 80, 85 and 90+ year-olds on their birthdays.
- Make a Meal Ministry (MMM)—providing meals to folks during times when a little extra help and support is needed.

The list goes on and on! For details of all the ministries happening here at Trinity, please visit [www.trinitylc.org](http://www.trinitylc.org).

I am happy to report we also welcomed 31 new members to our Trinity family this fiscal year! They are each beloved and precious children of God, and we are so happy to welcome them into our midst, and as we pray on New Member Sunday:

Merciful God, we thank you for new members of Trinity Lutheran Church. You have called these

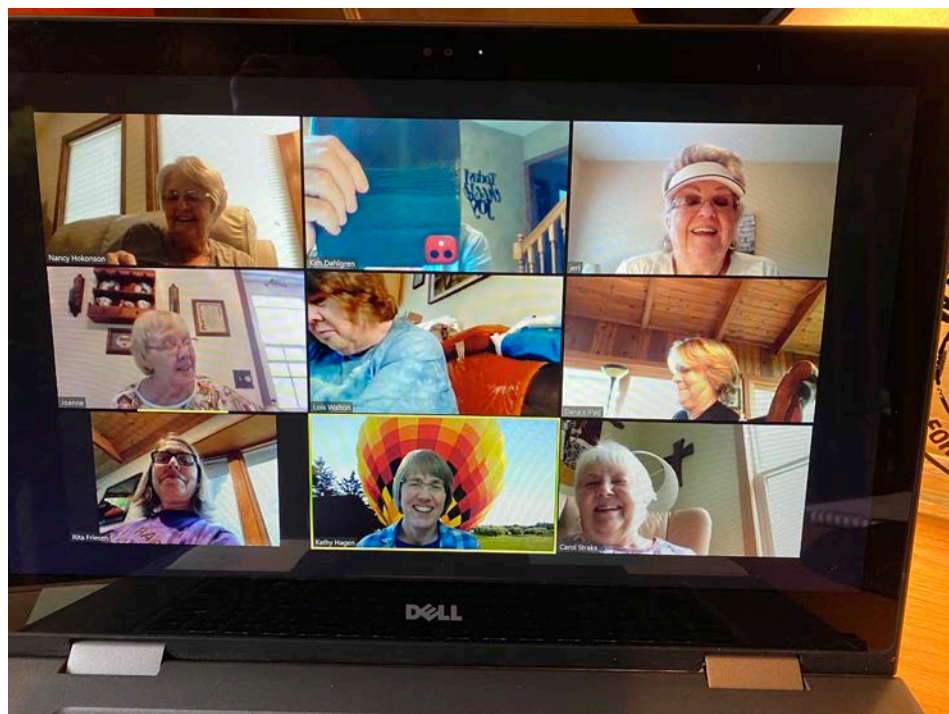


brothers and sisters to yourself, enlightened them with the gifts of your Spirit, and nourished them in the community of faith. We celebrate their presence in this community as fellow workers in the kingdom of God and give thanks for the blessing of their voices and gifts. Amen.

And I give great thanks to Sharon Longnecker, whose efforts at the "New Here?" table pre-pandemic, and at the drive-in this summer, greatly contribute to our visitors feeling recognized and warmly welcomed at Trinity.

Finally, we held two women's retreats called Our Sacred Selves, led by Pastor Chris and myself, along with our team of Lucinda White, Sandy Wendt and Rita Friesen. A day retreat was held in November at Bethel Highlands in Hudson and a weekend retreat in February at Assisi Height in Rochester. These retreats were a beautiful and accurate reflection of what we strive to do (by the strength of the Holy Spirit) in all of our ministries here at Trinity: strengthen and deepen our connections to our spiritual lives, each other and with God.

**Zanny Johnson**  
 Congregational Life/  
 Connections Coordinator,  
 Visitor & New Member  
 Ministry Lead  
[zjohnson@trinitylc.org](mailto:zjohnson@trinitylc.org)



Greetings,

As your Faith Community Nurse at Trinity I look forward to working with our care team and continuing to serve the needs of the congregation again this year. I am currently working with the Volunteer Visitation Team, Knitters and the Prayer Team. We have a wonderful team of 14 visitors that tend to the spiritual and social needs, when we are able, of 25 people that are unable to get to church and since March, in this time of COVID-19, have been even more isolated.

Our visitation team over the past year made 36 visits (pre COVID-19), 57 phone calls, and sent cards almost weekly—bringing God's word and love on a regular basis.

The knitters have a team of 19 and meet every 4th Thursday at church, and since March have continued to meet via Zoom. They continue to make prayer shawls and baptismal shawls.

I receive prayer requests and have continued to send out weekly prayer request lists. There are 20 people currently that receive the weekly prayer list and pray faithfully for our church and its members.

I am also the person through whom care needs are directed. Specifically assisting with clarification and help with understanding medical needs and different levels of care.

Along with Zanny Johnson, our Congregational Life and Connections Coordinator, and Pastor Don Fultz, our Visitation Pastor, we provide all kinds of love and care for those who need it. We are limited to calls, emails and other forms of communication since March.

**Kim Dahlgren, R.N.**  
 Faith Community Nurse  
[kdahlgren@trinitylc.org](mailto:kdahlgren@trinitylc.org)

# GIFTS MANAGEMENT

I don't have tell anyone that it's been quite a year!

For the staff at Trinity, it has meant working from home—alot! In order to support our staff in this new model, we found it necessary to upgrade our aging computers to improve efficiency and ability to work remotely. Our last computer technology upgrade was six years ago and as most of you know, that is forever in today's fast-changing technology. Thanks to the Council for their foresight and the faithful financial support of our congregation, we are now working with new, current technology computer devices.



Managing a facility the size of Trinity remotely is a whole different challenge. Through all of the changes due to COVID-19—a staff working remotely and a pre-school still operating in-house daily, deemed essential by our state officials—our custodians Tom Hosek and Anne Mikesch have been present in the building daily. Through their steadfast efforts, we have maintained a clean, safe and well-functioning facility. Thank you Tom and Annie for your presence and your perseverance!

Hosting a Warming Space shelter for those in need last winter brought both challenges and opportunities to our facility. As we prepared for 24-hour occupancy of some of Trinity's space and providing appropriate functionality for our guests, two things became apparent. The showers in our lower level bathrooms were showing their age and in the end required replacement of shower faucets and plumbing to bring them up to current standards. Not an easy task in walls of tile and concrete block! Thanks in part to the Tuesday Guys, it's done and we have new, functioning showers.

The second need was to address our obsolete fire alarm panel. Although Trinity is not a sprinklered facility, it does have smoke and heat detectors/alarms throughout the building. The system did not have a remote monitoring function, however. As we prepared to host guests overnight and, in this time of a closed, vacant building more often, it became both a life-safety and property-protection issue to upgrade the alarm panel. The new panel provides for 24/7 remote monitoring that would summon the fire department automatically and addressable detectors throughout the building to aid in locating a possible fire. A much-needed and overdue improvement.

Carpet, again! A generous contribution from LADC, our preschool partners, helped us to recarpet Luther Hall, the large space that LADC uses in Trinity's lower level. This long-needed update has transformed that space into a pleasant, welcoming space for LADC's preschool children and for Trinity when we use that shared space.

Also see the report from the Facilities Maintenance Team at right. Thank you to the members of that team for their efforts to keep our facilities maintained and in good working order.

A great example of stewardship of time and talent in action is our Tuesday Guys Team. Although not meeting regularly on Tuesdays due to COVID-19, they still responded to numerous "projects" and needs throughout the year. Thanks to Ron and Kathy Hagen, Dan Wilson, Paul Fristad, Tim Edman, Phil Hanson, Chuck Newman and a host of others, for their generous donation of time, equipment and expertise to Trinity and its ministries, without which we simply couldn't make ministry happen in the same way!

Special thanks as well to our indoor/outdoor landscape team under leadership from Sandy Wendt, their efforts keep our greenery fresh and alive.

Another special thank you to Claudia Swendseid and the members of our Stewardship Team. We are ever thankful for their work, attending to our needed focus on the link between our faith in God and an attitude of gratitude and generosity in appreciation for the financial gifts which richly bless us and this congregation.

We were blessed with some exciting additions to our staff in FY 2020, welcoming Anna Schwartz, Nursery Coordinator, Don Fultz, part-time Visitation Pastor, Ash Kadidlo, AV Technician and last but, not least, Sarah Olson joined us in August as our new Family & Children Faith Formation Coordinator. It is exciting to work with such talented, dedicated staff giving life and energy to Trinity's many ministries!

We also bid a warm farewell to valued ministry partners: Travis Nordahl, AV Technician, and Anna Schwartz, Nursery Coordinator. With sadness but joy for her, we celebrated with Julie Jolivet as she announced her retirement. We thank them for their leadership and contributions to the ministries here at Trinity and wish them well. Lastly, we mourned the tragic loss of our beloved organist, Dave Goulette to COVID-19. He is sorely missed and we offer prayers for his family in their loss.

God's peace to you all.

**Bob Eiselt**, Parish Administrator  
[beiselt@trinitylc.org](mailto:beiselt@trinitylc.org)



## Facilities Maintenance Team Report

Members of the team are Dave Swager, Brian Larson, Tom Hosek, Bob Eiselt, and Mark Gieseke.

Projects Completed in 2020:

In 2020, the following projects were completed.

- Upgraded showers in men's and women's restrooms, replaced hardware
- Replaced aging building fire alarm panel for life safety & building protection
- Replaced 4th Street terrace lighting for safety and energy efficiency

- Converted parking lot lighting to photocell for safety and energy conservation
- Replaced carpet in Luther Hall with generous funding from LADC
- Replaced the Worship Center chancel (stage) carpeting
- Completed landscaping around the 4th Street sign
- Installed Plexiglas guards around receptionist desks.

Priority Projects for 2020:

The projects in the table below are the next priorities that are recommended by the Facilities Team. Which and

how many projects are completed will depend upon available funds.

The Facilities Team would like to thank the volunteers who regularly take on many of these maintenance projects. Their service greatly reduces the cost of maintaining our facilities and allows us to make far more progress than would otherwise happen. The Team also is grateful for the contributions of the Lake Area Discovery Center (LADC) to projects that benefit both the church and the school.

**Mark Gieseke**, Team Member  
mkgieseke@msn.com

Item Description	Recommended Action	Estimated Cost
Membership Database – Shelby is out of date and the system needs to be upgraded or replaced	Upgrade or replace the software	\$3,000 to \$5,000
The Xcel transformer needs to be screened from view on the south side of the building	Landscaping around the Xcel transformer on the south side of the building	\$1,000 to \$3,000
The playground is located across the street from the church and school	Move the playground to the south lawn	TBD
4th Street sidewalk is settling and needs repair	Working with the city to develop a more permanent solution	TBD
Historic east side of the church needs masonry repairs	Continue to make critical repairs as the needs emerge	TBD

## Communications Report

Thank you to all the small groups, ministry teams, staff and everyone who contributes to the communications, publications and videos at Trinity to help get the word out about the opportunities and participate in life and service at Trinity. My goal is to communicate all the worship, service and connection opportunities at Trinity, as well as tell the story of our faith community. Included as appropriate are connections to our ELCA larger church and community. Thank you also for your adaptability as we moved worship and activities online in response to the COVID-19 pandemic.

Communications at Trinity include bulletins, screens for Sunday worship and announcements, monthly *Trinity Today* newsletter, postcards for events, brochures and booklets, posters, letters and envelopes, stewardship campaign packet, this annual report, banners, signs, business cards, name

tags, ministry graphics, web site, social media, email newsletter and blasts, and more! The vast majority of our communications are produced in-house.

In 2020 I focused on making the email newsletter and blasts more relevant and useful, as well as giving them an updated, more efficient look. In addition users can now subscribe to our email lists on our web site at: <https://trinitylc.org/e-news/email-subscriptions/>. Email lists include: Weekly E-Newsletter; *Trinity Today* Monthly Newsletter; Congregational Notices, Announcements & Events; and Sympathy Notices for Members.

In response to the pandemic, our use of video has increased greatly. We are so grateful for the many in our faith community who have so willingly submitted their videos reading, singing, praying, stewardship gratitude minutes, children's messages and more. Our YouTube channel has grown exponentially, check it out

by searching "Trinity Lutheran" on YouTube. You can also find videos on our new Trinity Online section of our web site at: <https://trinitylc.org/welcome/who-we-are/trinity-online/>. Here you can explore worship, music, adult faith forum and more.

We have also seen a surge on Trinity's Facebook page during pandemic as our faith community embraces all ways to stay connected. Sunday worship is livestreamed there, and Pause & Pray is posted weekdays at noon, and so much more.

This year I also "revived" our Instagram account as another way to connect. Follow us at: [https://www.instagram.com/trinity\\_stillwater/](https://www.instagram.com/trinity_stillwater/).

Please continue to send me your event details, stories and photos. Thank you for the great work we do together!

**Marilee Tangen**  
Publications Manager  
mtangen@trinitylc.org



# STEWARDSHIP TEAM REPORT

## Team Purpose

Trinity's Stewardship Team (ST) defines stewardship as a recognition that all we have is a gift from God, all we have belongs to God, and all we have is to be used to serve God and share God's love with the world.

Our team helps Trinity members and friends: 1) grow in their relationship with Jesus through personal stewardship; 2) understand financial stewardship as an act of faith; 3) be inspired to make Trinity's ministries a giving priority, as funding them is essential to carrying out God's purposes in the world; and 4) grow as a grateful and generous community.

The team implements a year-round, holistic stewardship program, including the annual financial stewardship pledge drive, which raises pledged contribution income—the core of Trinity's annual income.

## Team Make-up

In 2020 the ST included seven Trinity members and two staff: Katie Monroe, Tim Gillis, Tami Jensrud, Melissa Haase, Amy Karlstad, Zach Lee, Claudia Swendseid (Team Lead), Chris Bellefeuille (Lead Pastor) and Bob Eiselt (Parish Administrator).

## 2020 Accomplishments

Central to the Team's work in 2020 was planning and implementing the annual pledge drive (conducted in October and November 2019 for 2020). The Team largely achieved the pledge drive goals.

Financial Goal: Raise pledged contributions of \$1.1 million

2020 Pledge Drive Result: Raised \$1,029,206 or 94% of our goal

While we didn't fully achieve the financial goal, the results were still strong, including 112 families that increased their pledge amount from the previous year.

Engagement Goals:

- Receive pledges from 365 families
- Add 20 new pledgers

2020 Pledge Drive Result:

- 339 families pledged or 94% of our goal
- Added 34 new pledging families, exceeding our goal by 70%

Our ability to do God's work through Trinity's ministries requires engagement by as many of the Trinity community as possible. We measure

this in part by the number of families pledging and new families pledging. Every faith community experiences some level of natural turnover each year, so 339 families pledging, including 34 new pledgers is a strong outcome. Also, more than 200 families gave to Trinity in 2020 without a pledge, among whom are many recurring givers, which represents another form of "commitment" to Trinity.

Efficiency Goal: Continue to promote automated giving

2020 Pledge Drive Result: 170, or about half of our pledging families, fulfill their pledges through automated giving

Fulfilling one's pledge through "automated" electronic giving from a bank account or credit/debit card helps ensure the pledger will be current on their pledge and benefits Trinity's cash flow and budget management. About half of pledgers now use automated giving. Also, with changes in tax laws and other factors, more pledgers are fulfilling their pledge annually with stock, required minimum distributions from IRAs, distributions from donor advised funds and similar alternatives.

Other ST accomplishments in 2020 include:

1. Continued to explain and promote Trinity's Endowment Fund as an option for legacy gifts. The Foundation was highlighted in the November *Trinity Today*.
2. Continued to promote electronic giving options including "give-by-text" and mobile through print and electronic communications and at worship services.
3. Sent thank-you notes to all pledging households and households that contributed financially to Trinity without a pledge, thanking them for their support.
4. Continued to work with finance and communications staff to promote pledge fulfillment, especially in the weeks before the fiscal year-end, which helped accomplish a balanced FY 2019 budget.
5. Participated on Trinity's Finance Team to ensure linkage between financial stewardship and expense management.
6. Authored articles for *Trinity Today* newsletter, covering the

varied forms of stewardship and including guest authors.

### Looking Forward

The ST launched the 2021 pledge drive on October 4, 2020. Key features are:

1. *Theme and Bible Verse:* We are the Church. GENEROUS in all circumstances. And verse: For we live by faith, not by sight. – 2 Corinthians 5:7
2. *Stewardship Sundays:* October 4, 11, 18 and 25
3. *Goals:*
  - a. Pledged contributions: \$1,050,000 million, up 2% from 2020
  - b. Number of families pledging: 346, up 2% from 2020
  - c. Number of new pledgers: 35 (There were 34 new pledgers in 2020.)
4. *Stewardship education and information:*
  - a. Mailed stewardship packet including brochure and pledge information to the Trinity community, inviting them to pledge to Trinity. Contained message from Lead Pastor; impact of gifts, stewardship stories, and directions on how to pledge.
  - b. Video montages of Trinity members expressing their gratitude for Trinity were presented at worship services and in the weekly e-newsletter during the pledge drive.
  - c. A variety of communications were provided during the pledge drive to engage members, remind them to pledge and provide updates on the pledge drive status.
5. *Modeling stewardship:* Forty-four households from the ST, Finance Team, Council, staff and other lay leaders made “leadership” pledges totaling \$159,736 or about 15% of the financial goal to kick-start the campaign.
6. *Reporting:* Reported weekly to congregation on progress against pledge drive goals.
7. *Thank you and celebration:* Sent thank you notes to all those who made a financial pledge; invited members to attend safe, from your car,



“pledge parades” to collect pledges and celebrate the pledge drive.

Final results of the 2021 pledge drive will be available in early 2021.

### Conclusion

Stewardship Team members are grateful for the opportunity to lift up faithful stewardship, in all of its aspects, as a way of life for Jesus’ disciples. When we live as God created us, we are generous people. By sharing all of our gifts, we lean into God’s purpose for us to share God’s love with the world.

**Claudia Swendseid**

Stewardship Team Chair  
[claudiaswendseid@comcast.net](mailto:claudiaswendseid@comcast.net)

# ANNUAL MEETING AGENDA

## 150th ANNUAL MEETING OF TRINITY LUTHERAN CHURCH

Stillwater, Minnesota

November 15, 2020, 12:00 p.m.

### Meeting Agenda

1. Meeting Called to Order – President Doug Johnson
2. Opening Prayer
3. Sharing of the Peace
4. Approval of Agenda
5. Introduction & Recognition of Congregational Council Members
6. Introduction of Parliamentarian
7. Approval of Procedures
8. Appointment of Tellers
9. Approval of Minutes of November 17, 2019 Annual Meeting
10. Approval of Minutes of August 30, 2020 Special Congregation Meeting
11. Election of 2021 Council Nominating Committee
12. Report of the 2020 Council Nominating Committee
13. Election of 2 Congregational Council Positions
14. Recommended Motion – Nomination of Delegates for Synod Assembly – May 2021
15. Reports from the Congregational Council, Staff and Ministry Teams
16. Report of the Church Treasurer for FY 2020
17. Presentation of Proposed Budget for FY 2021
18. Approval of Proposed Budget for FY 2021
19. Other Business
20. Closing Prayer – Adjournment



# MINUTES



*Love. Transform. Serve.*

trinity  
Lutheran Church

## CONGREGATIONAL MINUTES

### 149<sup>TH</sup> ANNUAL MEETING

Sunday, November 17, 2019

Location: Garden Room

Time: 12:00 – 1:15 PM

Attendance: 83

1. Meeting called to order by President Doug Johnson at 12:03 pm.
2. The mission statement was shared with the group.
3. Opening prayer provided by Lead Pastor Chris Bellefeuille.
4. Sharing of the peace was conducted.
5. Approval of Agenda:
  - a. M/S/P to approve the agenda as presented.
6. Introduction and recognition of Council members.
  - a. Mr. Johnson introduced:
    - i. Pastor Chris Bellefeuille
    - ii. Arba-Della Beck – Member at Large
    - iii. Krista Gossai – Member at Large
    - iv. Tom Olsen – Treasurer (not in attendance)
    - v. Melanie (Mel) Sullivan - Secretary
    - vi. Andrew Thelander – Member at Large
7. Introduction of the Parliamentarian:
  - a. M/S/P to appoint Tom Haugrud as Parliamentarian.
8. Mr. Haugrud outlined the following procedures for approval:
  - a. Only members qualified to vote under the Trinity Lutheran Church constitution may speak and vote.  
Under the Constitution, voting members are confirmed members that shall have communed and made a contribution of record during the current or preceding year.

- b. As required by our Constitution, the latest edition of Robert’s Rules of Order shall govern parliamentary procedure of all meetings of the congregation.
  - c. In the spirit of the purpose of the meeting, all comments are to be kind, positive and seek to advance the mission of Trinity Lutheran Church.
  - d. M/S/P to approve the procedures.
- 9. Appointment of Tellers:
  - a. Jeff Anderson
  - b. Kristi Anderson
  - c. Delzie Hodler
  - d. John Hodler
  - e. Eric Jackson
  - f. Amy Karlstad
  - g. Ryan Karlstad
- 10. Approval of the Minutes – November 18, 2018 Congregational Annual Meeting
  - a. M/S/P to approve the November 18, 2018 Congregation Annual Meeting minutes.
- 11. Approval of the Minutes – February 24, 2019 Special Congregation Meeting
  - a. M/S/P to approve the February 24, 2019 Special Congregation Meeting minutes.
- 12. Election of the 2020 Council Nominating Committee
  - a. Mr. Johnson presented the following candidates for next year’s nominating committee:
    - i. Erica Kanewischer
    - ii. Eric Olsen
    - iii. Tom Olsen
  - b. M/S/P to appoint the individuals to the 2019 Council Nominating Committee.
- 13. Report of the 2019 Nominating Committee
  - a. The nominating committee report was provided by Mr. Johnson. He explained that Ms. Mary Claire Potter’s Council position (which was vacated earlier this year) was filled by Mr. Andrew Thelander, appointed by the Council.
  - b. Ms. Arba-Della Beck’s position, which was vacated due to her transition to Treasurer.
  - c. M/S/P to approve the candidates for nomination to the Congregation Council.
- 14. Election of two (2) Congregation Council position
  - a. Mr. Johnson presented Mr. Thelander for a position on the Council for a 2-year term.
  - b. Mr. Johnson presented Mr. Dave Martin for a position on the Council for a 3-year term.



- c. A request from the floor for additional candidates was asked three times with no additional candidates presented.
  - d. M/S/P to appoint Mr. Thelander as a unanimous appointment from the floor.
  - e. M/S/P to appoint Mr. Martin for a position on the Council for a 3-year term.
15. Recommended motion – nomination of synod delegates – May 2020
- a. Motion to authorize the Congregational Council to elect representatives to the 2020 St. Paul Area Synod Assembly which is held on May 15-16. There are 10 delegates that can be elected to attend the assembly.
  - b. M/S/P to approve the elected representatives for the 2020 St. Paul Area Synod.
16. Reports from the Congregational Council, Staff and Ministry Teams
- a. Mr. Johnson asked if any member had questions about the reports.
17. Report from the Council Member, Andrew Thelander (Chair of Finance Committee) for Fiscal Year (FY) 2019
- a. Mr. Thelander explained the role of the Finance Committee, including that any Trinity member is welcome to join this team.
  - b. Mr. Thelander presented the financial report from the 2019 Annual Report. Highlights from 2019:
    - i. Trinity experienced a slight surplus. This is the fourth year of the last five years that the church has had a surplus.
    - ii. Total contribution income for the fiscal year is \$50,000 less than the budget of \$1.3M and \$9,000 below last year. Most of this shortfall is due to a \$144,000 decrease in Outreach Mission revenue for the former Mexico trip.
    - iii. Operating expenses are \$192,000 under budget and \$178,000 less than FY2018, most of which is due to the decrease for Outreach Mission expenses. Personnel expenses are \$27,000 under budget and \$63,000 less than FY2018 due in part to staffing vacancies (i.e., vacancy for Faith Community Nurse). Other expenses were also highlighted, including the additional expenses in 2019 for snow removal and unexpected elevator repair.
    - iv. Various capital expenses were highlighted, which included lighting, green space modifications, new sign, recycling, chancel carpet replacement, and the drive-in audio equipment.
    - v. Debt reduction strategies were highlighted. In March 2019, the mortgage was refinanced with Thrivent, which helped reduce the monthly minimum payment by \$569 per month, or \$6,828 annually. Principal and interest payments amount to 13.5% of Trinity's total budget. The outstanding principal on Trinity's mortgage was reduced by \$188,000 in FY2019.
    - vi. Mr. Thelander expressed gratitude for all those individuals that were associated with the success of the church this year.

## 18. Presentation of the Proposed Budget for FY 2020

### a. Key assumptions

- i. General contribution goal is anticipated to be \$1.35M, which is a 4.1% increase. This is highlighted in the Stewardship Report provided in the 2019 Annual Report.
- ii. Expenses are projected to increase by approximately \$65,000 compared to the FY2019 budget, which include a 2% staff salary increase and the addition of one full-time position to the team. Benefit cost increases are due to pension levels being reinstated to previous levels. This had been reduced as cost-saving measures in prior years.
- iii. The capital expenses and planned improvements were highlighted. It should be noted that the projects will be completed depending on available funds.

## 19. Approval of the Proposed Budget for FY2020

- a. M/S/P to approve the proposed budget for FY2020 as presented.

## 20. Other Business

### a. Emergency Winter Shelter:

- i. John Hodler provided the updated related to the Emergency Winter Shelter. Trinity will partner with others in the community (i.e., St. Andrews, the county, etc) to provide a location for people that do not have a place to live for January through March 2020. The criteria will be temperatures of 10 degrees below zero during the night. This initiative was sparked from conversations in the community.
- ii. There is already 40 people that have volunteered for this project.
- iii. Roger Funk, Jeff Anderson and Mr. Hodler are available for additional questions and for volunteering for the project.

### b. Lutherans Restoring Creation

- i. Sheila xxx is a member of Trinity's Green Team, advocating for serving our community to focus activities around protecting our environment.
- ii. This is a grassroots moment, under ELCA, to create dedicated stewards of health and healing for our world. It is not an accreditation or cost associated with this moment. Resources are available for education, worship and individual commitments.
- iii. The congregation will be learning more about this in upcoming months.

### c. 150<sup>th</sup> Anniversary

- i. Pastor Bellefeuille highlighted that Trinity will be celebrating our 150<sup>th</sup> anniversary in June 2021.
- ii. A committee has been formed to help support the yearlong celebration.

iii. There are many options that are being discussed or researched related to this milestone in Trinity's history.

d. A special thanks was extended for the volunteers at Lutefisk dinner.

21. M/S/P to adjourn the meeting at 1:15 pm. Meeting was closed with prayer.

Respectfully submitted,  
Melanie (Mel) Sullivan, Secretary



# MINUTES



*Love. Transform. Serve.*

trinity  
Lutheran Church

## CONGREGATIONAL MEETING

### TOPIC: BYLAW CHANGES – ELECTRONIC MEETINGS, REMOTE COMMUNICATION AND ACTION BY BALLOT

Sunday, August 30, 2020

Location: Virtually via Microsoft teams

Attendance: 40

Time: 10:30 am – 11:00 am

1. A brief outline was provided to the participants for meeting logistics via the virtual platform.
2. Meeting was called to order at 10: 45 a.m. by Council President Doug Johnson after the technical issues were addressed.
3. Opening prayer – Pastor Chris Bellefeuille
4. Approval of the agenda – M/S/P to approve agenda
5. Introduction of Parliamentarian – Dan Wilson
6. Introduction and Summary of the Proposed changes to the bylaw by Tom Haugrud.
7. There was a question from a participant related to a quorum. The quorum requirements and the notification process remain unchanged with these bylaw changes.
8. Vote
  - a. The following motion was made by Mr. Haugrud and seconded from the floor:

#### AMENDMENT 1.

The following additional Article is added to the Bylaws:

#### REMOTE COMMUNICATION

- 1.Any annual or special meeting of the congregation may be held solely by one or more means of remote communication, if notice of the meeting is given to all Voting Member, the number of Voting Members participating in the meeting is sufficient to constitute a quorum at a meeting, and all Voting Members may participate in the meeting.
- 2.Any meeting of the Congregational Council may be conducted solely by one or more means of remote communication through which all of the Council Members may participate in the meeting.

3. "Remote communication" means communication via electronic communication, conference telephone, video conference, the Internet, or such other means by which persons not physically present in the same location may communicate with each other on a substantially simultaneous basis.

4. Any notice to Voting Members or to Council Members may be given by electronic communication if the Voting Member or Council Member has consented in writing or by authenticated electronic communication to receive notice by electronic communication.

"Authenticated" means, with respect to an electronic communication, that the communication is delivered to an officer or agent of Trinity Lutheran Church authorized by Trinity Lutheran Church to receive the communication, and that the communication sets forth information from which Trinity Lutheran Church can reasonably conclude that the communication was sent by the purported sender.

**AMENDMENT 2:** The following additional is added to the Bylaws: **ACTION BY BALLOT**

An action that may be taken at an annual or special meeting of the congregation may be taken without a meeting if Trinity Lutheran Church mails, or delivers by electronic communication, a ballot to every Voting Member. "Ballot" means a written ballot transmitted by mail, or a ballot transmitted by electronic communication. A ballot must (1) set forth each proposed action; and (2) provide an opportunity to vote for or against each proposed action. Approval by ballot is valid only if the number of votes cast by ballot equals or exceeds the quorum required to be present at a meeting authorizing the action, and the number of approvals equals or exceeds the number of votes that would be required to approve the matter at a meeting at which the total number of votes cast was the same as the number of votes cast by ballot. Solicitations for votes by ballot must: (1) indicate the number of responses needed to meet the quorum requirements; (2) state the percentage of approvals necessary to approve each matter; and (3) specify the time by which a ballot must be received by Trinity Lutheran Church in order to be counted.

**RATIFICATION OF BYLAWS** The Bylaws of Trinity Lutheran Church with the foregoing amendments are ratified and confirmed. The foregoing was adopted by a two-thirds vote of those Voting Members present and voting at a special meeting of the congregation held on August 30, 2020, effective retroactive to March 16, 2020.

b. Additional questions were addressed.

c. Motion was carried by unanimous vote.

9. The attendees thanked the technology team (Mr. Bob Eiselt and Mr. Jim Brown) for their support with the virtual meeting.

10. Closing prayer – Pastor Peter Weston Miller

11. Adjournment

Respectfully submitted,  
Melanie (Mel) Sullivan  
Secretary

# FISCAL YEAR STATISTICS

## 2020 Trinity Congregational Council

Doug Johnson \_\_\_\_\_ Council President  
 Krista Gossai \_\_\_\_\_ Vice President  
 Melanie (Mel) Sullivan \_\_\_\_\_ Secretary  
 Arba-Della Beck \_\_\_\_\_ Treasurer  
 Andrew Thelander \_\_\_\_\_ Council Member  
 Dave Martin \_\_\_\_\_ Council Member

## Worship Attendance

### 2019 Christmas Eve:

11 a.m. \_\_\_\_\_ 242  
 2 p.m. \_\_\_\_\_ 246  
 3 p.m. \_\_\_\_\_ 401  
 4 p.m. \_\_\_\_\_ 572  
 9 p.m. \_\_\_\_\_ 347  
**TOTAL** \_\_\_\_\_ **1,808**

### 2020 Easter:

Ash Wednesday (in person) \_\_\_\_\_ 237  
 Palm Sunday (online views) \_\_\_\_\_ 752  
 Good Friday (online views) \_\_\_\_\_ 527  
 Easter (online views) \_\_\_\_\_ 1,101  
**TOTAL** \_\_\_\_\_ **2,617**

### 10 a.m. Services (one service only)

TrinityFEST \_\_\_\_\_ 411  
 Christmas Day \_\_\_\_\_ NA  
 Lessons & Carols (Dec. 29) \_\_\_\_\_ 217

### Average Sunday Worship Attendance:

On-site (first 28 weeks) \_\_\_\_\_ 401  
 Online views\* (last 25 weeks) \_\_\_\_\_ 522  
 Drive-In \_\_\_\_\_ 169

\*Per ELCA guidelines, the number of views per week will be reported to the synod as multiplied by two to factor in multiple viewers in one household.

## Fiscal Year 2020 Statistics

Total number of baptized members on September 1, 2019 \_\_\_\_\_ 3,053  
 Number of members received through baptism \_\_\_\_\_ 14  
 Number of members received through confirmation \_\_\_\_\_ 18  
 Number of members received through transfer/affirmation of faith \_\_\_\_\_ 34  
 Number of members removed through death \_\_\_\_\_ 20  
 Number of members removed through transfer, request, etc. \_\_\_\_\_ 185

### Total adjusted number of baptized members

on August 31, 2020 \_\_\_\_\_ 2,914

Non-member funeral services conducted by Trinity pastors \_\_\_\_\_ 6

Weddings conducted by Trinity pastors \_\_\_\_\_ 7

## Trinity Staff as of August 31, 2020

Pastor Chris Bellefeuille, D.Min. \_\_\_\_\_ Lead Pastor  
 Carol Carver \_\_\_\_\_ Director of Worship, Organist, Trinity Choir Director

Kim Dahlgren, R.N. \_\_\_\_\_ Faith Community Nurse

Bob Eiselt \_\_\_\_\_ Parish Administrator

Sonia Esch \_\_\_\_\_ Children's Choir Director

Linda Flood \_\_\_\_\_ Admin Support & Food Service Manager

Pastor Don Fultz \_\_\_\_\_ Visitation Pastor

Thomas Hosek \_\_\_\_\_ Lead Custodian

Zanny Johnson \_\_\_\_\_ Congregational Life/Connections Coordinator & Visitor and New Member Ministry Lead

Ashton Kadidlo \_\_\_\_\_ Audio Visual Technician

Phil Kadidlo \_\_\_\_\_ Director of Worship & Music Ministries

Monty Lysne \_\_\_\_\_ Youth Faith Formation Coordinator

Anne Mikesh \_\_\_\_\_ Custodian

Ellen Neseth \_\_\_\_\_ Accounting Coordinator

Sarah Olson \_\_\_\_\_ Children & Family Faith Formation Coordinator

Marilee Tangen \_\_\_\_\_ Publications Manager

Eric Trosdahl \_\_\_\_\_ Financial Secretary

Jeannie Wendorf \_\_\_\_\_ Office Manager

Pastor Peter Weston Miller \_\_\_\_\_ Pastor of Lifelong Faith Formation



# PASTORAL ACTS

## BAPTIZED

Wyatt Joel Albertson  
Willie Wright Synan  
Soren Martin Olsen  
Bowie Marcus Jordan  
Laken Roy Lehmann  
Presley Jade Ehlenz  
Noah Michael Fischer  
Daphne Jean MacSwain

Harvey Benjamin Wiegand  
Jack William Goldberg  
Brianna Grace Friday  
Theodore Timothy Flesch  
Tomas Kirk Anderson  
Johan Peter Cernohous  
TOTAL = 14

## MARRIED

Marie Rogger & Steven Liberda  
Heather Iskierka & Ben Solheid  
Lesley Weaver & Joseph Garavalia  
Abby Longnecker & Jacob Colstad  
Sara Laske & Michael Brownson  
Nicole Johnson & Michael Schroeder  
Allison Wood & Garrett Engman  
TOTAL = 7

## CONFIRMED May 2020

Tomas Kirk Anderson  
Erica Grace Bartkey  
**Anna Linnea Benson**  
Alix Qiu Xia Bertz  
Thomas Maxwell Blair  
**Mario Dean Bredholt**  
Victor Wade Brekke  
**Ellie Claire Burg**  
Marcus James Cassell  
Johan Peter Cernohous  
**Nicholas Scott Chapman**  
**Sophia Suzanne Chau**  
Maura Dorothy Christiansen  
**Cambrie Leigh Cole**  
Maxwell Richard Cronk  
**Sarah Elizabeth Doeksen**  
Madeline Elyse Fultz  
**Ellie Lynn Gabriel**  
Charles Patrick Gleason  
**Connor Edward Gorman**  
Lilyanne Adella Mae Goulette  
**Zachary Sigvard-Stene Gray**  
**Tayah Marie Halleland**  
Maya Grace Hanlon  
Samuel Lucas Hoff  
Kiera Kaylene Jelinek

Gretta Ann Kennedy  
**Lauren Elizabeth Klancher**  
Anna Claire Kneeskern  
Gabrielle Martha Knowlan  
Tori Rae Liljegren  
**Avery Marie Lorinser**  
**Liam Jasper McClellan**  
**Elijah Giovanni Miller**  
Colin Prakash Moosai  
Elsa Susan Olson  
Maya Elise Parkin  
Isaac Lloyd Rowe  
Lucy Madeline Sainsbury  
Evan Patrick Schuna  
Eva Lorraine Stafne  
**Ryan Lee Stober**  
Katelyn Elizabeth Stack  
Bronn Anthony Stebbins  
**Ruby LeChi Suro**  
Caleb David Terwey  
Cruz Wally Topper  
**Jackson Noah Tweed**  
Mac David Wolden  
TOTAL = 49  
NEW MEMBERS = 18 (BOLD)

## DEATHS

**Bonnie Jeanne LaValley**  
**Judith Lois Funke**  
**Donna Marie Shopbell**  
**Paulette Lee Swanson**  
**Maxwell James Evensen**  
**George Michael Speers**  
**Linda Mae Hatalla**  
**Helen Elaine Falde**  
**Susan Jo Mikkelsen**  
**Nona Lee Okerstrom**  
**Harold (Mick) William Leverty**  
**Keith Michael Wolf**  
**William (Bill) C. Schulze**  
**James Clarence Deaner**  
**David Robert Goulette**  
**Elizabeth (Betty) J. Nystrom**  
**Gloria Mae Mondor**  
**Phyllis Ann Berglund**  
**Greg Richard Peterson**  
**Lloyd Francis Wendorf**  
TOTAL MEMBERS = 20 (BOLD)

# CPA REPORT



FOLEY  
KALSEIM  
& COMPANY, LTD.  
*Certified Public Accountants*

## INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To Church Council  
Trinity Lutheran Church  
Stillwater, MN

We have reviewed the accompanying financial statements of Trinity Lutheran Church (a nonprofit organization), which comprise the statements of assets, liabilities and net assets – modified cash basis as of August 31, 2020 and 2019, and the related statements of revenues, expenses and other changes in net assets and cash flows – all on the modified cash basis, for the years then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of Church management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the modified cash basis of accounting; this includes determining that the modified cash basis of accounting is an acceptable basis for the preparation of financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

### Accountant's Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with the modified cash basis of accounting. We believe that the results of our procedures provide a reasonable basis for our conclusion.

### Accountant's Conclusion

Based on our review, except for the issue noted in the Known Departure From Modified Cash Basis of Accounting paragraph, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with the modified cash basis of accounting.

### Known Departure From Modified Cash Basis of Accounting

As disclosed in Note B to the financial statements, the capitalization of property and the recording of depreciation over the estimated useful lives of the assets is a generally accepted modification of the modified cash basis of accounting. Management has informed us, however, that the Church has stated property and equipment in the accompanying financial statements at the November 1, 1995 replacement cost, which is not a generally accepted modification of the modified cash basis of accounting. Capital additions after that date are being recorded at cost or fair market value if received as donations. The effect of these accounting departures from the modified cash basis of accounting on the financial statements is not practical and has not been determined.

foleykalseim.com

12415 55th Street North  
Lake Elmo, MN 55042  
651.430.3635

210 West Butternut Avenue  
Luck, WI 54853  
715.472.2700

### **Basis of Accounting**

We draw attention to Note B of the financial statements, which describes the basis of accounting. The financial statements are prepared in accordance with the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our conclusion is not modified with respect to this matter.

Foley Kalskim & Company, Ltd.

Lake Elmo, MN  
November 3, 2020



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TRINITY LUTHERAN CHURCH  
Statements of Assets, Liabilities and Net Assets - Modified Cash Basis  
August 31, 2020 and 2019

	2020	2019
<b>ASSETS</b>		
Cash	\$ 345,631	\$ 134,131
Investments	1,145,080	1,074,726
Prepaid expenses	-	1,884
Deposit	525	525
Master plan design fees	336,085	336,085
Construction work in process	19,089	-
Property and equipment, net of accumulated depreciation	<u>3,960,983</u>	<u>4,186,130</u>
Total assets	<u>\$ 5,807,393</u>	<u>\$ 5,733,481</u>
<b>LIABILITIES AND NET ASSETS</b>		
Payroll liabilities	\$ 6,888	\$ 9,823
Program deposits	-	10,134
Drive-in escrow	8,600	8,600
Security deposits	1,288	1,288
Designated mission funds	159,505	111,979
Line of credit	-	6,000
Long-term debt	3,538,447	3,450,307
Less debt issuance costs, net	<u>(6,365)</u>	<u>(6,645)</u>
Total liabilities	<u>3,708,363</u>	<u>3,591,486</u>
Net assets:		
Without donor restrictions	843,830	973,560
With donor restrictions	<u>1,255,200</u>	<u>1,168,435</u>
Total net assets	<u>2,099,030</u>	<u>2,141,995</u>
Total liabilities and net assets	<u>\$ 5,807,393</u>	<u>\$ 5,733,481</u>

See independent accountant's review report and notes to financial statements.

**TRINITY LUTHERAN CHURCH**  
**Statements of Revenues, Expenses and Other Changes in Net Assets - Modified Cash Basis**  
**For the Years Ended August 31, 2020 and 2019**

	2020		
	Without Donor Restrictions	With Donor Restrictions	Total
<b>REVENUE AND SUPPORT:</b>			
Contributions	\$ 1,297,789	\$ 98,812	\$ 1,396,601
Rental income - church property	51,056	-	51,056
Rental income - post office building	24,000	-	24,000
Rental income - Croix Center	55,347	-	55,347
Fees and other payments for program activities	72,548	-	72,548
Interest income	-	41,996	41,996
Miscellaneous income	460	-	460
Unrealized gain on investment (loss)	-	65,487	65,487
Gain on disposal	-	-	-
Net assets released from donor restrictions upon expiration of proposed restrictions	119,530	(119,530)	-
<b>Total revenue and support</b>	<b>1,620,730</b>	<b>86,765</b>	<b>1,707,495</b>
<b>EXPENSES:</b>			
Staff salaries and benefits	880,838	-	880,838
General operating expense	263,162	-	263,162
Building maintenance expense	40,833	-	40,833
Interest expenses and other borrowing costs	144,130	-	144,130
Missions and benevolence	90,599	-	90,599
Children, youth & family ministries	20,592	-	20,592
Communications	4,154	-	4,154
Lifelong learning ministries	5,743	-	5,743
Worship and music	19,479	-	19,479
Mutual care/small groups	29,612	-	29,612
Depreciation expense	251,318	-	251,318
<b>Total expenses</b>	<b>1,750,460</b>	<b>-</b>	<b>1,750,460</b>
<b>CHANGE IN NET ASSETS</b>	<b>(129,730)</b>	<b>86,765</b>	<b>(42,965)</b>
<b>NET ASSETS, BEGINNING OF YEAR</b>	<b>973,560</b>	<b>1,168,435</b>	<b>2,141,995</b>
<b>NET ASSETS, END OF YEAR</b>	<b>\$ 843,830</b>	<b>\$ 1,255,200</b>	<b>\$ 2,099,030</b>



	2019		
	Without Donor Restrictions	With Donor Restrictions	Total
<b>REVENUE AND SUPPORT:</b>			
Contributions	\$ 1,291,230	\$ 168,884	\$ 1,460,114
Rental income - church property	50,794	-	50,794
Rental income - post office building	24,000	-	24,000
Rental income - Croix Center	53,584	-	53,584
Fees and other payments for program activities	83,398	-	83,398
Interest income	-	40,862	40,862
Miscellaneous income	793	-	793
Unrealized gain on investment (loss)	-	(30,860)	(30,860)
Gain on disposal	21,937	-	21,937
Net assets released from restrictions upon expiration of proposed restrictions	<u>271,743</u>	<u>(271,743)</u>	<u>-</u>
Total revenue and support	<u>1,797,479</u>	<u>(92,857)</u>	<u>1,704,622</u>
<b>EXPENSES:</b>			
Staff salaries and benefits	864,661	-	864,661
General operating expense	238,695	-	238,695
Building maintenance expense	50,958	-	50,958
Interest expenses and other borrowing costs	150,800	-	150,800
Missions and benevolence	77,651	-	77,651
Children, youth & family ministries	34,408	-	34,408
Communications	10,796	-	10,796
Lifelong learning ministries	6,439	-	6,439
Worship and music	21,987	-	21,987
Mutual care/small groups	17,583	-	17,583
Depreciation expense	<u>257,685</u>	<u>-</u>	<u>257,685</u>
Total expenses	<u>1,731,663</u>	<u>-</u>	<u>1,731,663</u>
CHANGE IN NET ASSETS	65,816	(92,857)	(27,041)
NET ASSETS, BEGINNING OF YEAR	<u>907,744</u>	<u>1,261,292</u>	<u>2,169,036</u>
NET ASSETS, END OF YEAR	<u>\$ 973,560</u>	<u>\$ 1,168,435</u>	<u>\$ 2,141,995</u>

See independent accountant's review report and notes to financial statements.

TRINITY LUTHERAN CHURCH  
Statements of Cash Flows - Modified Cash Basis  
For the Years Ended August 31, 2020 and 2019

	2020	2019
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>		
Change in net assets	\$ (42,965)	\$ (27,041)
Adjustments to reconcile change in net assets to net cash flows from operating activities:		
Depreciation	251,318	257,685
Non-cash interest expense	280	280
Unrealized (gain) loss on investments	(65,487)	30,860
Gain on disposed asset	-	(21,937)
Changes in operating assets and liabilities:		
Prepaid expenses	1,884	(1,634)
Deposit	-	(525)
Payroll liabilities	(2,935)	745
Program deposits	(10,134)	6,452
Designated mission funds	47,526	5,345
Refundable advances	-	(1,000)
Net cash flows from operating activities	<u>179,487</u>	<u>249,230</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>		
Purchase of endowment fund, net	(4,867)	(10,526)
Construction work in process	(19,089)	-
Proceeds from sale of assets	-	21,937
Purchases of property and equipment	(26,171)	(117,797)
Net cash flows from investing activities	<u>(50,127)</u>	<u>(106,386)</u>
<b>CASH FLOWS FROM FINANCING ACTIVITIES:</b>		
Borrowings on line of credit	50,000	74,500
Payments on line of credit	(56,000)	(93,500)
Borrowings on debt	170,000	10,000
Payments of debt	(81,860)	(203,061)
Net cash flows from financing activities	<u>82,140</u>	<u>(212,061)</u>
Net change in cash	211,500	(69,217)
<b>CASH</b>		
Balance at beginning of year	<u>134,131</u>	<u>203,348</u>
Balance at end of year	<u><u>\$ 345,631</u></u>	<u><u>\$ 134,131</u></u>
<b>SUPPLEMENTAL DISCLOSURES OF CASH FLOW INFORMATION</b>		
Cash paid for interest	\$ 143,850	\$ 150,520

See independent accountant's review report and notes to financial statements.

TRINITY LUTHERAN CHURCH  
Notes to Financial Statements  
For the Years Ended August 31, 2020 and 2019

NOTE A - ORGANIZATION

Trinity Lutheran Church (the Church) located in Stillwater, Minnesota was organized in 1871. The Church is a constituent of the Evangelical Lutheran Church in America (ELCA). The Church is a nonprofit organization and is dedicated to engaging as many persons as will share its confession of faith in the fellowship of worship, learning, witness, service and support, so that the Word of God may become effective in their lives together and individually. This includes relationships with other Christian fellowships and with social institutions at home and throughout the world. The Church is supported primarily through contributions of the congregation.

NOTE B - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting: The financial statements have been prepared on the modified cash basis, which is a comprehensive basis of accounting other than generally accepted accounting principles. Under the modified cash basis, revenues are generally recorded when cash is received and expenses are generally recorded when cash is disbursed. Modifications to the cash basis of accounting include recording:

1. Property and equipment purchased as assets
2. Accumulated depreciation and depreciation expense on property and equipment
3. Liabilities arising from the receipt of borrowed cash
4. Employee FICA and withholding taxes not deposited with the IRS
5. Net assets with donor restrictions at fair value

The modified cash basis of accounting does not give affect to account receivables, pledge receivables, inventories, accounts payable, and accrued expenses.

The Church has stated property and equipment in the accompanying financial statements at the November 1, 1995 replacement costs, which is not a generally accepted modification of the modified cash basis of accounting. Capital additions after that date are being recorded at cost or fair market value if received as donations. The effect of this accounting departure from the modified cash basis of accounting on the financial statements has not been determined.

Financial Statement Presentation: Net assets, revenues, gains and losses are classified based on the existence or absence of donor imposed restrictions. Accordingly, net assets of the Church are classified and reported as follows:

Net assets without donor restrictions: Net assets currently available at the discretion of the Church Council for use in the Church's operations, and those resources invest in land, buildings and equipment.

Net assets with donor restrictions: Grants and other contributions with explicit donor restrictions which specify how the gifts are to be used, including net assets restricted by donors in perpetuity as endowments or irrevocable trusts. When a donor restriction expires, that is, when a stipulated time restriction ends or a purpose restriction is accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of revenues, expenses and other changes in net assets – modified cash basis as net assets released from restrictions.

Concentration of Credit Risk: The Church places its cash with two banking institutions. At times, the amount on deposit exceeds the insured limit of the institution and exposes the Church to a collection risk. Additionally, the investments in the Endowment Fund Pooled Trust of the ELCA are not insured and consequently expose the Church to a collection risk. The Church has not experienced any losses.



TRINITY LUTHERAN CHURCH  
Notes to Financial Statements (continued)  
For the Years Ended August 31, 2020 and 2019

NOTE B - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Property and Equipment: All property and equipment on hand at November 1, 1995 is valued at the replacement cost on that date. Additions to fixed assets after November 1, 1995 are valued at actual cost if purchased, or fair market value at date of donation for donated property. Valuation of fixed assets at current replacement cost is not in accordance with the modified cash basis of accounting.

Depreciation has been computed on the straight-line basis, beginning with the 1997 financial statements. The Church capitalizes all expenditures in excess of \$500, and whose useful lives are more than a year.

Cash: For the purposes of statement of cash flows, the Church considers all short-term debt securities purchased with a maturity of three months or less to be cash.

Revenue Recognition: Contributions, including unconditional promises to give are recognized in the period received. All contributions are available for unrestricted use unless specifically restricted by the donor. Conditional promises to give are recognized when the conditions on which they depend are substantially met.

Support that is restricted by the donor is reported as an increase in net assets without donor restrictions if the restriction expires in the reporting period in which the support is recognized. All other donor-restricted support is reported as an increase in net assets with donor restrictions. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of revenues, expenses and other changes in net assets – modified cash basis as net assets released from restrictions.

Investments: Investments are reported at fair value. Realized and unrealized gains and losses are included in the statement of activities.

Income Taxes: The Church is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code and is also exempt from state income taxes.

The Church has evaluated for uncertain tax positions and management has expressed there are no uncertain tax positions as of August 31, 2020. Tax returns for the past three years remain open for examination by tax jurisdictions.

Subsequent Events: In preparing these financial statements, the Church has evaluated events and transactions for potential recognition or disclosure through November 3, 2020, the date the financial statements were issued.

Use of Estimates: Management uses estimates and assumptions in preparing these financial statements in accordance with the modified cash basis of accounting. Those estimates and assumptions affect the reported amounts of assets and liabilities, and the reported revenues and expenses. Actual results could vary from the estimates that were used.

Prepaid Expenses: The Church has recorded prepaid expenses which is a departure from the modified cash basis of accounting.

NOTE C – LINE OF CREDIT

During the year ended August 31, 2020, the Church renewed the line of credit in the amount of \$200,000 at a 4.75% interest rate. There was a balance outstanding of \$0 and \$6,000 for the years ended August 31, 2020 and 2019, respectively. The line of credit expires on May 15, 2022.

TRINITY LUTHERAN CHURCH  
Notes to Financial Statements (continued)  
For the Years Ended August 31, 2020 and 2019

**NOTE D – CONTINGENT LIABILITIES**

The lawsuit claiming sexual abuse by a former staff member of Trinity Lutheran Church in the late 1980s has been settled by both parties. Under the settlement, all claims were discharged and Trinity Lutheran Church agreed to a payment of \$50,000 to the plaintiff. No insurance coverage was identified.

**NOTE E – MASTER PLAN DESIGN FEES**

In 2014, the Church Council appointed a special task force group to review the Opening Doors campaign and determined it should be discontinued. There is a master plan design fees asset of \$336,085 that resulted from this that the Church still believes hold value.

**NOTE F - INVESTMENTS**

Cost and fair value of investments held as net assets with donor restriction consist of the following:

	2020		2019	
	Cost	Fair Value	Cost	Fair Value
Endowment Fund				
Pooled Trust - ELCA	<u>\$ 1,057,017</u>	<u>\$ 1,145,080</u>	<u>\$ 1,052,150</u>	<u>\$ 1,074,726</u>

**NOTE G - PROPERTY AND EQUIPMENT**

Property and equipment consists of the following:

	2020	2019	Depreciation Lives
Land	\$ 630,000	\$ 630,000	-
Drive-in	484,784	484,784	-
Church Building	4,205,095	4,205,095	40 years
Croix Center	330,000	330,000	10 years
Remodeling	1,879,165	1,854,929	5-25 years
Furniture, fixtures and equipment	1,137,950	1,136,015	2-25 years
Computers	79,442	79,442	5 years
Website	7,000	7,000	5 years
Music equipment	522,243	522,243	5-25 years
Vehicles	26,672	26,672	5 years
	<u>9,302,351</u>	<u>9,276,180</u>	
Less accumulated depreciation	<u>(5,341,368)</u>	<u>(5,090,050)</u>	
Total	<u>\$ 3,960,983</u>	<u>\$ 4,186,130</u>	

TRINITY LUTHERAN CHURCH  
Notes to Financial Statements (continued)  
For the Years Ended August 31, 2020 and 2019

NOTE H - LONG-TERM DEBT

Long-term debt consists of the following:

	<u>2020</u>	<u>2019</u>
Mortgage bearing interest at 4.25%, payable in monthly principal and interest installments of \$19,036. Matures May 1, 2043. Secured by Church building and land.	\$ 3,346,629	\$ 3,410,152
Note payable bearing interest at 4.75%, payable in monthly principal and interest installments of \$1,495. Matures October 15, 2021. Unsecured.	20,263	36,803
Note payable bearing interest at 1%, payable in monthly principal and interest installments of \$9,567 starting on November 15, 2020 through April 15, 2022. The note payable has an option to apply for forgiveness of certain costs incurred during an 8-week period beginning on the date of first disbursement of this note payable. Unsecured.	170,000	-
Note payable bearing interest at 4.95%, payable in monthly installments of \$160 (principal and interest). Matures June 20, 2021. Unsecured.	1,555	3,352
	<u>\$ 3,538,447</u>	<u>\$ 3,450,307</u>

Future maturities of long-term debt, are as follows, August 31:

2021	\$ 201,487
2022	171,853
2023	96,703
2024	100,894
2025	105,267
Thereafter	<u>2,862,243</u>
	<u>\$ 3,538,447</u>

In 2018 the Church adopted new authoritative GAAP guidance for the presentation of debt issuance costs and related amortization. Debt issuance costs are now reported on the statements of assets, liabilities and net assets as a direct deduction from the face amount of debt. Previously, such costs were shown as a deferred charge.

Amortization of debt issuance costs (\$280 in 2020 and 2019) are reported in the statements of revenues, expenses and other changes in net assets – modified cash basis as interest expense.

This change has no effect on previously-reported earnings or net assets.

	<u>Aug. 31, 2020</u>	<u>Aug. 31, 2019</u>
Principal amount, less current maturities	\$ 3,538,447	\$ 3,450,307
Less unamortized debt issuance costs	(6,365)	(6,645)
Total long-term debt less unamortized debt issuance costs	<u>\$ 3,532,082</u>	<u>\$ 3,446,662</u>

TRINITY LUTHERAN CHURCH  
Notes to Financial Statements (continued)  
For the Years Ended August 31, 2020 and 2019

**NOTE I – ELCA ENDOWMENT FUND POOLED TRUST**

During 1997, an Endowment Fund Committee was started by the Church Council. The committee has established policies and procedures for the Endowment Fund. The Endowment Fund is invested in the ELCA Endowment Fund Pooled Trust. Earnings on the Endowment Fund are restricted for one year after they are earned. The Endowment Fund Committee waived this requirement for \$40,862 in the year ended August 31, 2019. Earnings on the Endowment Fund not waived for one year were \$41,996 in the year ended August 31, 2020.

**NOTE J - RETIREMENT PLANS**

The Church makes monthly contributions to two retirement plans on behalf of eligible employees. Eligible employees are those employees who work 32 hours or more per week. During the year ended August 31, 2020, retirement contributions for 10 eligible employees were funded at a cost of \$33,632. During the year ended August 31, 2019, retirement contributions for 7 eligible employees were funded at a cost of \$24,385.

**NOTE K - PROGRAM SERVICES AND SUPPORTING ACTIVITIES**

Program services and supporting activities are summarized below:

	2020	2019
Program services	\$ 1,400,368	\$ 1,385,330
Management and general	350,092	346,333
Total expenses	<u>\$ 1,750,460</u>	<u>\$ 1,731,663</u>

**NOTE L – NET ASSETS WITH DONOR RESTRICTIONS**

Net assets with donor restrictions at August 31, 2020 and 2019 are available for the following purposes or periods:

	2020	2019
Debt Reduction	\$ 12,190	\$ 686
Building Improvements	5,560	11,333
Other Designated	496	3,000
Memorials to be Designated	49,040	43,793
Worship Center	13,317	2,285
Organ Fund	641	641
Endowment Funds	1,145,080	1,074,726
Carpet Fund	-	3,642
Scholarship Fund	8,469	8,494
Roof	7,671	7,671
Fund Raising	7,377	6,805
Capital Funds	5,359	5,359
	<u>\$ 1,255,200</u>	<u>\$ 1,168,435</u>



TRINITY LUTHERAN CHURCH  
Notes to Financial Statements (continued)  
For the Years Ended August 31, 2020 and 2019

**NOTE M - LEASES**

Post Office – The Church owns and leases to the United States of America, the building and land for the current Stillwater Post Office. The lease calls for monthly payments of \$2,000. The lease may be renewed at the option of the Government for three five-year terms. The lease is currently in its second five-year period. The third lease will expire December 31, 2026 as the Government exercised its option for the third five-year period in November 2019. Rent collected under this lease was \$24,000 for the years ended August 31, 2020 and 2019.

Lil' Tulip's – The Church owns and leases to Lil' Tulip's, Incorporated. The lease was renewed for 5 years and will expire April 30, 2025. The lease calls for monthly payments of \$2,390 and increases 3% each year. Rent collected under this lease was \$28,684 for the years ended August 31, 2020 and 2019.

Reclaiming Beautiful – The Church owns and leases to Reclaiming Beautiful, LLC. The lease was renewed for 3 years and will expire April 30, 2023. The lease calls for monthly payments of \$1,778 for the 1<sup>st</sup> year, and increases to \$1,831 for the 2<sup>nd</sup> year and \$1,886 for the 3<sup>rd</sup> year. Rent collected under this lease was \$26,663 and \$24,900 for the years ended August 31, 2020 and 2019, respectively.

Future minimum lease payments to be received on operating leases, are as follows, August 31:

2021	\$ 74,640
2022	76,159
2023	68,012
2024	55,735
2025	42,832
Thereafter	32,000
Total	<u>\$ 349,378</u>

**NOTE N - LEASE COMMITMENTS**

The Church leases copiers. Rental expenses under these leases totaled \$19,687 and \$19,775 for the years ended August 31, 2020 and 2019, respectively. The copier lease expires in January 2024.

The Church also leases a postage machine. Rental expense under this lease totaled \$347 for the years ended August 31, 2020 and 2019. The postage machine lease expires in September 2020.

The minimum future lease commitments are payable, as follows, August 31:

2021	\$ 24,017
2022	23,988
2023	23,988
2024	9,995
Total	<u>\$ 81,988</u>

**NOTE O – FAIR VALUE OF FINANCIAL INSTRUMENTS**

The framework for measuring fair value provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1) and the lowest priority to unobservable inputs (level 3). The three levels of the fair value hierarchy under FASB ASC 820 are described as follows:

*Level 1*

Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the Church has the ability to access.

TRINITY LUTHERAN CHURCH  
Notes to Financial Statements (continued)  
For the Years Ended August 31, 2020 and 2019

NOTE O – FAIR VALUE OF FINANCIAL INSTRUMENTS (continued)

*Level 2*

Inputs to the valuation methodology include: quoted prices for similar assets or liabilities in active markets; quoted prices for identical or similar assets or liabilities in inactive markets; inputs other than quoted prices that are observable for the asset or liability; and inputs that are derived principally from or corroborated by observable market data by correlation or other means. If the asset or liability has a specified (contractual) term, the level 2 input must be observable for substantially the full term of the asset or liability.

*Level 3*

Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The asset or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques maximize the use of relevant observable inputs and minimize the use of unobservable inputs.

Following is a description of the valuation methodologies used for assets and liabilities measured at fair value. There have been no changes in the methodologies used at August 31, 2020.

ELCA Funds – The fair value of investments in marketable equity and debt securities is based on quoted market prices of the funds in the investment.

Long-term debt and line of credit – The carrying amount reported in the statement of financial position approximates fair value because the Church can obtain similar loans at the same terms.

The following tables set forth by level, within the fair value hierarchy, the Church's assets and liabilities at fair value as of August 31, 2020 and 2019 as follows:

Fair Value Measurements at Reporting Date Using:			
		Quoted Prices in Active Markets for Identical Assets and Liabilities (Level 1)	Significant Other Observable Inputs (Level 2)
<u>August 31, 2020</u>	<u>Fair Value</u>		
ELCA Fund A	\$ 1,145,080	\$ -	\$ 1,145,080
Long-term debt	3,538,447	3,538,447	-
Total	<u>\$ 4,683,527</u>	<u>\$ 3,538,447</u>	<u>\$ 1,145,080</u>
<u>August 31, 2019</u>			
ELCA Fund A	\$ 1,074,726	\$ -	\$ 1,074,726
Long-term debt	3,456,307	3,456,307	-
Total	<u>\$ 4,531,033</u>	<u>\$ 3,456,307</u>	<u>\$ 1,074,726</u>

TRINITY LUTHERAN CHURCH  
Notes to Financial Statements (continued)  
For the Years Ended August 31, 2020 and 2019

NOTE P – ENDOWMENT

The Church's endowment consists of a fund established for a variety of purposes. As required by authoritative guidance, net assets associated with endowment funds are classified and reported based on the existence or absence of donor-imposed restrictions.

Interpretation of Relevant Law

The Church Council has interpreted the Minnesota Uniform Prudent Management of Institutional Funds Act (UPMIFA) as requiring the preservation of the fair value of the original gift as of the gift date of the donor-restricted endowment fund absent explicit donor stipulations to the contrary. As a result of this interpretation, the Church classifies as net assets with donor restrictions the original value of the gifts to the permanent endowment and the value of subsequent gifts to the permanent endowment. In accordance with UPMIFA, the Church considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds:

1. All funds shall be used as the donor intended at the time the Church solicited or accepted the gift.
2. Investment portfolio shall provide a long-term growth real (inflation-adjusted) assets.
3. Provide a predictable stream of income to the Church for programs.
4. Follow investment policies of the Church.
5. Other resources of the Church.
6. General economic conditions.

		<u>Donor Restricted</u>
September 1, 2018	Donor-Restricted Endowment Funds	\$ 1,095,062
	Contributions	10,524
	Interest	2
	Unrealized Loss	<u>(30,862)</u>
August 31, 2019	Endowment Net Assets	\$ <u>1,074,726</u>
September 1, 2019	Donor-Restricted Endowment Funds	\$ 1,074,726
	Contributions	4,867
	Unrealized Gain	<u>65,487</u>
August 31, 2020	Endowment Net Assets	\$ <u>1,145,080</u>

TRINITY LUTHERAN CHURCH  
Notes to Financial Statements (continued)  
For the Years Ended August 31, 2020 and 2019

NOTE P – ENDOWMENT (continued)

Investments Objectives and Strategies

The Church has adopted an investment policy to provide guidelines for investing endowment assets. Under this policy, as approved by the Church Council, the endowment assets are invested in a manner that is intended to maintain the purchasing power of the current assets and all future contributions, maximize return within reasonable and prudent levels of risk, and maintain an appropriate asset allocation based on a total return policy that is compatible with a flexible spending policy.

To achieve these objectives, the Church follows an asset diversification plan, sets performance benchmarks for investment managers, and has established various asset quality and limitation thresholds. The Church expects its endowment, over time, would achieve total returns after all fees to be equal to or exceed an annualized realization rate of 5%. These total returns are expected to meet or exceed the composite performance of the securities markets on a three to five-year basis. Actual returns in any given year may vary from this amount.

NOTE Q – LIQUIDITY AND AVAILABILITY OF FINANCIAL ASSETS

The following reflects the Church's financial assets as of the statements of assets, liabilities and net assets – modified cash basis date, reduced by amounts not available for general use because of contractual or donor-imposed restrictions within one year of the statements of assets, liabilities and net assets – modified cash basis date.

	2020	2019
Financial assets at year-end	\$ 1,490,711	\$ 1,208,857
Less those unavailable for general expenditures within one year, due to:		
Donor-restricted for endowment funds	1,145,080	1,074,726
Financial assets available to meet cash needs for general expenditures within one year	\$ 345,631	\$ 134,131

As part of the Church's liquidity management, it invests in cash and fixed income securities. The Church has loan commitments described in notes C and H as of August 31, 2020 and 2019.

NOTE R – SUBSEQUENT EVENTS

In March 2020, the U.S. Department of Health and Human Services declared a public health emergency for the United States in response to the virus, SARS-CoV-2, and resulting disease, COVID-19. The World Health Organization characterized the outbreak as a pandemic, and the State of Minnesota declared a Peacetime State of Emergency and enacted a stay at home policy, closing all non-essential businesses. The extent of the impact of COVID-19 on the Organization's financial performance will depend on the duration and spread of the outbreak and related governmental or other regulatory actions. The Organization applied for and received a forgivable loan through the Small Business Administrations, Payroll Protection Program. The amount of that loan was \$170,000 and it was used to cover operating expenses.



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# FINANCIAL REPORT OVERVIEW

## TRINITY LUTHERAN CHURCH

Stillwater, Minnesota

The following pages include various reports related to the financial operations of Trinity Lutheran Church for the fiscal years 2019 and 2020.

Trinity ended its fiscal year on August 31, 2020.

A “Balance Sheet Summary” on Page 48 compares assets, liabilities and equity for the fiscal years ending 8/31/2019 and 8/31/2020. This presents more detail than the CPA’s Balance Sheet included on page 33.

The “Fiscal Year-End Summary of Income & Expense,” on page 49, shows the budgeted and actual amounts for income and expenses for Fiscal Year 2020. The Change in Net Assets matches the amount shown as Unrestricted Change in Net Assets on page 34.

Included for your information is a report from the Treasurer on page 50.

The “Fiscal Year 2021 Proposed Ministry Budget” is presented on page 51. The budgets are prepared by our staff and reviewed by the Finance Team and the Congregational Council.

The Finance Team and the Trinity Congregational Council have approved the proposed budget to be submitted to the congregation for adoption at the Annual Meeting.

# BALANCE SHEET SUMMARY

Balance Sheet Summary	Aug 31, 20	Aug 31, 19
<b><u>ASSETS</u></b>		
<b>Current Assets</b>		
<b>Cash Accounts</b>		
Checking, Money Market & Savings Accounts - General	292,070	129,410
Savings Account - Current Year Endowment	41,470	2,000
Opening Doors Appeal Fund	12,090	2,686
Investment Account-Trinity Endowment (ELCA Fund)	1,145,080	1,074,726
Accounts Receivable/Prepaid Expenses	525	2,409
<b>Total Current Assets</b>	<b>1,491,236</b>	<b>1,211,232</b>
<b>Fixed Assets</b>		
Land	1,130,528	1,130,528
Buildings	4,557,755	4,557,755
Work in Progress	19,089	0
Furniture & Fixtures	3,593,762	3,567,871
Passenger Van	26,672	26,672
Accumulated Depreciation	-5,341,368	-5,090,050
<b>Total Fixed Assets</b>	<b>3,986,437</b>	<b>4,192,775</b>
<b>Other Assets</b>		
Master Plan Design Fees	336,085	336,085
<b><u>TOTAL ASSETS</u></b>	<b>5,813,758</b>	<b>5,740,092</b>
<b><u>LIABILITIES</u></b>		
<b>Current Liabilities</b>		
<b>General Funds Held For Future Disbursement</b>		
Designated Gift Funds	61,181	49,788
Memorial Funds (Not Yet Designated)	49,465	43,921
Temporary Funds	0	0
Misc donations for mission trips & outreach	159,505	111,980
Payables (including payroll liabilities)	16,775	29,810
Operations Cash Flow Line of Credit	0	6,000
Endowment Earnings Available: Current Yr & Next Yr	41,470	0
FSB - SBA Loan	120,000	0
<b>Total Current Liabilities</b>	<b>448,397</b>	<b>241,499</b>
<b>Long Term Liabilities</b>		
Mortgage - Thrivent Financial	3,346,629	3,410,152
Bank Loan - Lighting	20,263	36,803
Bank Loan - Phone System	1,555	3,352
<b>Total Long Term Liabilities</b>	<b>3,368,447</b>	<b>3,450,307</b>
<b><u>EQUITY</u></b>		
<b><u>Investments - Endowment Fund</u></b>	<b>1,145,080</b>	<b>1,074,726</b>
Net Assets	973,560	907,744
Current Year Change in Net Assets	-121,726	65,816
Total Equity	<b>1,996,914</b>	<b>2,048,286</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>5,813,758</b>	<b>5,740,092</b>

# FISCAL YEAR-END SUMMARY OF INCOME & EXPENSES

	<b>FY '20 Actual</b> Sep '19 - Aug '20	% of Budget	<b>FY '20 Budget</b>
<b>Operating Summary:</b>			
<b>OPERATING INCOME:</b>			
Contributions - General	\$ 1,297,789	96%	\$ 1,350,000
Contributions - Restricted	7,656	153%	5,000
Mission Revenue	51,599	87%	59,350
Released from Endowment	-	0%	40,000
Croix Center Rent	55,347	103%	53,700
Rental Income	51,056	95%	54,000
USPS Facility Rent	24,000	100%	24,000
Fees and Payments	66,406	73%	91,500
Misc. Income	460		-
<b>TOTAL OPERATING INCOME</b>	<b>\$ 1,554,313</b>	<b>93%</b>	<b>\$ 1,677,550</b>
<b>OPERATING EXPENSES:</b>			
All Personnel Expenses	\$ 880,838	95%	\$ 930,000
Finance, Facilities, Operations	272,332	88%	310,500
Loan Interest	143,850	100%	144,000
Communications	4,154	64%	6,500
ELCA Mission Support	30,000	100%	30,000
Other Benevolence	9,000	82%	11,000
Missions	51,599	87%	59,350
Children / Youth / Family	20,592	51%	40,090
Lifelong Faith Formation	5,743	106%	5,400
Groups and Teams	29,612		30,480
Worship and Music	19,479	83%	23,610
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 1,467,199</b>	<b>92%</b>	<b>\$ 1,590,930</b>
Operating Surplus (Deficit)	\$87,114		\$ 86,620
<b>Capital Summary:</b>			
<b>CAPITAL FUNDS:</b>			
Capital Funds - Other	24,421		15,000
<b>TOTAL CAPITAL FUNDS</b>	<b>\$ 24,421</b>		<b>\$ 15,000</b>
<b>CAPITAL EXPENSES:</b>			
Mortgage Principal	\$ 63,523	74%	\$ 85,400
Carpet Project(s)	4,933		-
Terrace Lighting	1,287		-
Sign/Green Space Project	1,750		-
Other (Downstairs Bathroom Repairs)	1,575		15,000
Chancel	2,610		-
Grace Space Gliders	1,935		-
Fire Panel	12,082		-
Technology Upgrade - Staff	19,089		-
<b>TOTAL CAPITAL EXPENSES</b>	<b>\$ 108,783</b>	<b>108%</b>	<b>\$ 100,400</b>
Capital Surplus (Deficit)	(\$84,362)	99%	\$ (85,400)
<b>Operating Surplus (Deficit)</b>	<b>\$87,114</b>		<b>\$ 86,620</b>
Less: Capital Surplus (Deficit)	(84,362)	99%	(85,400)
<b>Total Surplus (Deficit)</b>	<b>\$ 2,752</b>	<b>226%</b>	<b>\$ 1,220</b>
<b>Adjustment to tie to CPA Report: Page 34</b>			
OPERATING INCOME (from above)	\$ 1,554,313		
CAPITAL FUNDS (from above)	24,421		
<b>TOTAL INCOME</b>	<b>1,578,735</b>		
add: Deferred Endowment Earnings	41,995		
<b>Adjusted Income</b>	<b>1,620,730</b>		
Total Operating Expenses (from above)	1,467,199		
add: Depreciation Expense Annual allocation	251,598		
CPA's reclass of Operating Expenses	31,663		
<b>TOTAL EXPENSES</b>	<b>1,750,460</b>		
<b>CHANGE IN NET ASSETS</b>	<b>\$ (129,730)</b>		



# TREASURER'S REPORT

We ended fiscal year 2020 in a surplus position of \$2,752 which is \$1,500 over budget compared to a surplus of \$28,000 last fiscal year end. Results include an expenditure of \$20K for a Staff Computer Technology upgrade, not budgeted but, approved by Council. Total Contribution income for the fiscal year is \$50,000 less than budgeted but \$4,000 ahead of last year. Total income for the year is \$123,000 under budget, \$40,000 less than last year. However, FY 2019 includes \$41K of Endowment Funds released whereas, we did not release any Endowment Funds for use in FY2020. \$25,000 of the shortfall is a result of a reduction of fees and payments due to the COVID-19 effect on reduced activities. The Church was able to manage operating expenses to offset the reduction in its operating income.

On the expense side of the ledger, Operating expenses are \$124,000 under budget and \$6,500 less than fiscal year 2019. Personnel expenses are \$50,000 under budget due to part year staffing vacancies. Facilities and Operational expenses are \$40,000 under budget, \$18,000 less than last year, driven by reduced costs in insurance, snow removal and COVID-19 related reductions in costs.

Our Line of Credit Balance still stands at \$0 as of today! Last year we were into the Line in May and carried a \$6,000 balance as of August 31. This year, we have not carried a balance in the line since December of 2019.

All proactive measures were considered to best safeguard and care for the well-being of the staff and congregation as a whole, during this unprecedented year. Thrivent provided a deferral of mortgage principal payments for 3 months. Interest only mortgage payments were made for the months of May, June and July. Full principal and interest monthly payments of \$19,036 were resumed starting in August. A small balloon payment at loan maturity in May 2043 may be needed to offset this temporary mortgage relief. We also took advantage of an optional 3 month deferral of copier lease payments to help bolster short-term cash flow this past year as well. This past year, significant legislation was passed culminating with the Coronavirus

Aid, Relief, and Economic Security (CARES) Act. The flagship small business benefit of the CARES Act was the Paycheck Protection Program (PPP). We received a forgivable loan amount of \$170,000.

The use of \$60,000 PPP funds will be applied to meet budgetary needs in FY 2021 to help offset projected shortfalls of holiday offering income, rental income, and fees and payments. Some of the funds were also used to settle lawsuit and manage organizational expenses in 2020.

The effects of the COVID-19 crisis has also increased our need to invest into replacing outdated staff technology. The Council recognizes technology's strategic importance as a critical component of the Church's long-term success. An unbudgeted \$20,000 was invested into upgrading staff technology in FY 2020 with additional budgeted amount to be made in FY 2021 that includes replacing its desktop-based church management software, Shelby, that will no longer be supported after December 31. Shelby will be replaced with a new, web-based system that offers a secure, private cloud to store data as well as additional financial tools required for today's digital workplace environment.

We were very pleased to not have released Endowment earnings in FY 2020. This enables the deferral FY 2020 Endowment earnings of \$41,995 to be used in FY 2021. After many years of needing to advance current year Endowment earnings into the current year's budget, we are now able to revert back to the original design and intent of deferring current year Endowment earnings to the following year.

We want to extend our sincere gratitude to Trinity's Finance Staff of Bob Eiselt, Ellen Neseth, and Eric Trosdahl for their tireless efforts and continued time and diligence this past year. We also want to give special thanks to Trinity's Finance Team of Andrew Thelander, Finance Team Chair, Arba-Della Beck, Treasurer, Tom Olsen, John Olson, Mark Gieseke, Claudia Swendseid, Bob Eiselt, Eric Trosdahl, Ellen Neseth and Lead Pastor Chris Bellefeuille for

## Endowment Fund

Since its inception in 1997, Trinity's Endowment Fund has been a very useful addition to the financial resources that make it possible for the many and varied ministries of Trinity to happen.

The Endowment Fund is made up of endearing and enduring gifts from dear, departed and living people supporting Trinity. These gifts are invested with the ELCA Endowment Fund and earnings from these gifts are distributed back to Trinity for use in the areas designated by the donors.

As of Aug. 31, 2020, the market value of Trinity's Endowment Fund stood at \$1,145,080. Earnings from the fund, distributed back to Trinity in FY 2020, amounted to \$41,995. The release of these earnings into income has been deferred to 2021. The earnings will be used to fund ministry activities and programs in the areas of: General Ministry, Mutual Care, Worship & Music, and Children & Youth as designated by donors.

Thank you to those whose many and generous gifts have made this financial tool a valuable asset for Trinity.

their advice and consultation on all matters financial, including budget review, PPP loan, property matters and other issues of a financial nature.

**Andrew Thelander**  
Finance Team Chair

**Arba-Della Beck**  
Treasurer

# FISCAL YEAR 2021 PROPOSED MINISTRY BUDGET

## Proposed FY 2021 Budget Amounts

### OPERATING

#### OPERATING INCOME:

Contributions - General	1,326,000
Contributions - Restricted	32,500
Mission Revenue	101,100
Released from Endowment	41,470
Croix Center Rent	55,116
Rental Income	35,000
USPS Facility Rent	24,000
Fees and Payments	66,075
Funds from PPP Loan	60,000
Misc. Income	-
<b>TOTAL OPERATING INCOME</b>	<b>\$ 1,741,261</b>

#### OPERATING EXPENSES:

All Personnel Expenses	955,890
Admin (Finance, Facilities, Operations)	283,011
Loan Interest	141,343
Communications	6,500
ELCA Mission Support	30,000
Other Benevolence	10,000
Missions	101,100
Children/Youth/Family Faith Formation	28,340
Adult Lifelong Faith Formation	5,275
Groups and Teams	27,100
Worship and Music	23,710
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 1,612,269</b>
Operating Surplus or (Deficit)	\$ 128,992

### CAPITAL

#### CAPITAL FUNDS:

Capital Funds - Other	7,500
<b>TOTAL CAPITAL FUNDS</b>	<b>\$ 7,500</b>

#### CAPITAL EXPENSES:

Mortgage Principal	87,589
Technology Upgrade - Staff Computers	15,000
Technology Upgrade - Worship Center	25,000
Other Capital Projects	7,500
<b>TOTAL CAPITAL EXPENSES</b>	<b>\$ 135,089</b>
Capital Surplus or (Deficit)	\$ (127,589)
Total Surplus or (Deficit)	\$ 1,403

# NOMINATING COMMITTEE REPORT & COUNCIL ELECTION

## Report of the Nominating Committee

TRINITY LUTHERAN CHURCH  
ANNUAL MEETING  
November 15, 2020

Erica Kanewischer  
Eric Olsen  
Tom Olsen

The Nominating Committee sought input from Council leadership and the Pastors regarding two Congregational Council seats. In addition, the Nominating Committee solicited interest from the congregation through bulletin notices and Friday congregational emails. The duties of the Council as stated in the Constitution are:

- a. To lead this congregation in stating its mission, to do long-range planning, to set goals and priorities, and to evaluate its activities in light of its mission and goals.
- b. To seek to involve all members of this congregation in worship, learning, witness, service, and support.
- c. To oversee and provide for the administration of this congregation to enable it to fulfill its functions and perform its mission.
- d. To maintain supportive relationships with the rostered ministers and staff and help them annually to evaluate the fulfillment of their calling or employment.
- e. To be examples individually and corporately of the style of life and ministry expected of all baptized persons.
- f. To promote a congregational climate of peace and goodwill and, as differences and conflicts arise, to endeavor to foster mutual understanding.
- g. To arrange for pastoral service during the sickness or absence of the pastor.
- h. To emphasize partnership with the synod and churchwide organization of the Evangelical Lutheran Church in America as well as cooperation with other congregations, both Lutheran and non-Lutheran, subject to established policies of the synod and the Evangelical Lutheran Church in America.
- i. To recommend and encourage the use of program resources produced or approved by the Evangelical Lutheran Church in America.
- j. To seek out and encourage qualified persons to prepare for the ministry of the Gospel.

In addition, the council stresses the following roles of a council member:

- To be a spiritual leader of Trinity.
- To oversee the life and activities of Trinity.
- To oversee the administration of Trinity.
- To support both the rostered ministers and the staff.

## NOMINATIONS

For the seat currently held by Doug Johnson, the committee nominates Tom Haugrud. Mr. Haugrud is eligible to serve two complete terms. Krista Gossai has agreed to be nominated for a second term.

## 2021 NOMINATING COMMITTEE NOMINATIONS

In addition, the committee recommends the following names as the 2021 Nominating Committee:

Erica Kanewischer  
Tom Olsen  
Doug Johnson

## COUNCIL MEMBER ELECTION PROCEDURES:

1. Nominees, whether by the committee or from the floor, are expected to be in attendance at the Annual Meeting.
2. Each nominee will be given up to one minute to introduce him/herself, tell why he/she would like to serve on the Council, and give other information including areas of interest, in order to help the voters choose Council members.
3. Nominees, whether by the committee or from the floor, will be expected to have completed the requested information forms ahead of time or, in the case of nominees from the floor, at the meeting.
4. Endorsement speeches or questions of the candidates will not be a part of the Annual Meeting agenda.
5. After all nominated candidates have been identified, a sample ballot will be projected onto a large screen at the front of the sanctuary. The names of all candidates, whether nominated by the committee or from the floor, will be listed alphabetically.
6. A motion to approve the ballot will be made, seconded, and approved.
7. Ballots will be handed out by authorized tellers. The ballots will include pre-printed names of the candidates placed in nomination by the Nominating Committee and blank lines available to write-in names of the candidates nominated from the floor, using the names projected onto the screen as a reference.
8. Voting will be by written ballot.
9. To be elected, a candidate must receive a majority vote of the number of valid ballots cast.
10. In the event a run-off election is required, all candidates not receiving a majority of the votes will be entered on a second and succeeding (if required) ballots. Voting will continue until all council vacancies are filled by candidates elected by a majority (as described in #9).

# CONGREGATIONAL COUNCIL NOMINEES



## Thomas R. Haugrud

Trinity Lutheran Church became the church home for my wife Heather and me in 2012. We live in West Lakeland Township, and have two children and now five grandchildren. I am a shareholder attorney with a law firm in Minneapolis, and work on a broad range of legal matters including real property, estate planning and administration, and employee benefits.

Being a member of TLC has been rewarding and enriching through worship, education, the Food For Thought gatherings, and other fellowship. I participated on the transition team established in 2015, worked with the church council and church staff on several projects such as TLC's conversion to a non-profit corporation, sale of the 3rd Street properties, and amendments to the Constitution and Bylaws, and served as parliamentarian at some of the congregational meetings.

And, I've eaten (more than) my share of lutefisk and meatballs every fall until now. I would be pleased to serve on church council if elected by the members. TLC through its council, staff and members has dealt with various challenges/opportunities to ensure that TLC remains a vibrant faith community, and I would do my best to continue those efforts.



## Krista Gossai

Trinity has been foundational to my life and its course. I was baptized here, I was confirmed here, I was married here and each of my four daughters have been baptized here as well. In each season of my life thus far, whether I lived near or far, Trinity has been an anchor of my faith. While I have changed and it has changed, I am energized by Trinity's direction and would be honored to continue to serve its people and mission.

My experiences as an adolescent at Trinity were instrumental to my educational choices and interests, but more importantly they instilled in me a lifelong passion for service and community involvement. After college I moved to Minneapolis and spent four years at the University of Minnesota. During that time I was able to reconnect with the youth department as a confirmation guide and a small group leader for the Mexico Mission trip. These days, my family commitments are paramount but I have been able to serve the past three years on the Council and continue to be optimistic in our direction. As a congregation and a part of the broader community, there is much work to be done and Trinity has the capability and passion to lead, listen and follow Jesus' example.

I am a dentist at Southill Dental here in Stillwater. It's an honor to be a part of such a long term St. Croix Valley institution where day after day we see so many familiar faces and in various ways we seek to serve the same community as Trinity. Multiple generations of families come to see us for their dental care which is balanced with individuals who are new to the area making for a wonderful array of patients with varying needs. While not originally from Stillwater, my husband, Nathan, is a former Camp Metigoshe counselor and so has found Trinity to be a place with a certain familiarity and also a place of grace and hope. He spends his professional time at Children's Hospital working with pediatric oncology patients and families. We are grateful that our daughters, Annika (11), Maren (9), Clara (8) and Brita (4) can call Trinity home—a place where they are welcome and loved.



## Sample Ballot

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TRINITY LUTHERAN CHURCH

Stillwater, Minnesota

November 17, 2019

NOMINEE(S) FOR CONGREGATIONAL COUNCIL

### BALLOT

#### VOTE FOR (2)

☐ Thomas Haugrud (3-year term)

☐ Krista Gossai (3-year term)

#### Nominated from the floor

☐ \_\_\_\_\_

SAMPLE

## *why trinity?*



Because God  
*first loved us,*  
we live as Jesus in the world,  
*loving God and*  
*loving neighbor.*

## *core values*

Exceptional Worship  
Radical Hospitality  
Authentic Community  
Lifelong Faith Formation  
Compassionate Action



## *welcome*

Trinity Lutheran Church is a faithful community in the heart of Stillwater.

We seek to be a church grounded in the reconciling Gospel of Jesus Christ.

In doing so, we intentionally educate ourselves in becoming more effective advocates for all of God's people.

We embrace those of strong, uncertain, or undiscovered faith.

We embrace all sexual orientations, gender identities and expressions.

We embrace every age, family structure, race, ethnicity, physical and mental capacity, and economic circumstance.

We believe all people have been created in the image of God, and therefore have valuable stories and infinite worth.



**TRINITY**

LUTHERAN CHURCH

115 4th St. N  
Stillwater, MN 55082

651-439-7400  
[www.trinitylc.org](http://www.trinitylc.org)