



# 2021

## ANNUAL REPORT

TRINITY LUTHERAN CHURCH • STILLWATER, MN



**TRINITY**  
LUTHERAN CHURCH

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

– Trinity’s Mission Statement

My dear friends in Christ,

When Doug Johnson, our former Council President and someone I admire greatly, asked if I would consider the role of President of the Congregational Council, I was honored and a bit terrified. There were so many unknowns looming out there with COVID-19 and so many emotions associated with every decision that the council may be faced with in the upcoming year. Now, a year later, I continue to marvel at God’s gracious presence. And it is evident everywhere as I reflect on these last 12 months.

The council team (Pastor Chris Bellefeuille, Bill Bjorum, Bob Eiselt, Krista Gossai, Tom Haugrud, Dave Martin, Andrew Thelander and Pastor Peter Weston-Miller) are thoughtful, kind and forward thinking individuals. Every conversation, every meeting, every decision was based in Trinity’s core values and mission to love each other. This was true even when there were super tough things that needed to be done or challenging decisions that loomed ahead of the team.

We met in person only one time in the past year, yet every person was committed to building connections. We leaned into developing a community of practice to explore more about diversity through sharing our racial autobiographies. We had a dear former council member (Arba-Della Beck) exit her leadership role due to her illness and ultimately joined God in heaven. We created a vision for how the council wants to function into the

future, with the support of another key partner, Tom Jolivette. Our partners in the Re-Entry Team, led by the expertise of Fred Anderson, Matt Simcik, Cindy Weckwerth and Kim Dahlgren, provide exceptional guidance on how to navigate the pandemic and honor our values of loving our neighbors. The staff provided guidance, information and support whenever asked.

Worship was unique and wonderful! The drive-in was open for the entire year, we celebrated 150 years of being a church that included a model tiny home, we ate ice cream, used the green space, gave love and claps via Facebook Live and found creative ways to acknowledge our community of faith. The shared experiences of the past year will live on in Trinity’s history and will be discussed for years to come. And, you were all an integral part of that shared journey and these historical moments.

We are a community through it all. The ups...the downs....and the all arounds. We are blessed. As Doug Johnson stated a year ago “we have joined together and Trinity has become stronger.” I echo that same sentiment and thank you from the bottom of my heart for being a community I am proud to serve with gratitude and with a humble heart.

**Mel (Melanie) Sullivan**

President, Congregational Council

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## REPORT OF THE COUNCIL PRESIDENT



# LEAD PASTOR



## Siblings in Christ,

In preparation for this report, I begin by paging through my calendar to reflect on the past year. This year, the overwhelming feeling is one of gratitude. Gratitude to our loving and generous God.

And gratitude to and for the people of Trinity Lutheran Church for courage, generosity, perseverance, patience, commitment, and faithfulness.

So I offer this reflection with gratitude.

### Cottage Meetings

The year began with twelve Zoom cottage meetings where participants were asked two questions:

- What have we learned in pandemic about how to be church in the world?
- What do we let go, pick up, keep?

While there were as many answers to the questions as people participating in the meetings, five main themes emerged:

- The critical role of technology. (This won't lessen even when we are back to "normal" so we need to commit to keeping it updated.)
- The centrality of relationships. (We need each other and relationships are central to what it means to be the church.)
- The role of physical spaces. (One saint said: The building itself is not so important as I once thought.)
- Trinity is still committed to our youth and children.
- Music and the shared worship experience. (We want to sing together.)

The staff and council have worked on a few action items gleaned from this work, such as continuing technology upgrades. Other things remain on the consideration list, such as seasonal learning or worship experiences and meditative worship. This will be better addressed as we continue to return to something that feels a bit more like "normal."

### Staff

Given the strange circumstances surrounding the workplace over the prior year, we approached staff performance reviews a bit differently in early 2021. Instead of the longer formal form we usually use, we did a three-part review:

1. The supervisor offered affirmations of ways in which the staffer had performed well, or even exceptionally, trying to be as specific as possible, including the supervisor's own observations and those offered by others.
2. The staffer was asked what they were most proud of in the prior year.
3. Then the supervisor asked: What can I do to help you be successful in your work?

The reviews were positive, forward looking, hopeful conversations; enough so that it may be a model we continue to use.

In July, Phil Kadidlo announced his decision to step back from his role as director of worship and music at our second service and director of the worship band—a role he served for 35 years. Phil will remain on staff as the AV director, overseeing our technology in worship and learning throughout the building. We celebrated Phil's transition after the drive-in worship service on Sunday, Sept. 12. We are excited to welcome Kirby Smith as our interim band director. Kirby will work with our second service worship musicians into 2022.

This fall, Carol Carver, who has served as director of worship and music at our first service and director of the Trinity Choir for 34 years, announced her intent to retire from that role in Spring of 2022. Carol has also served as our organist since the death of Dave Goulette in April 2020. We look forward to another season with Carol and a celebration of her ministry next May.

The two transitions created an opportunity to reflect on what is next for Trinity. Aware of both transitions before they were public, I used the time to do a deep dive into what churches of our size do about worship and music staffing, and technology staffing. As a result of that exploration and study, it was determined that we would create a single full-time position for a Director of Worship and Music. This will allow us to attract top-tier talent with a full-time salary and benefits. This position will oversee both services, the choir, the band. The AV director and music staff will report to this person.



While this position is hired by and reports to the lead pastor, a search team has been assembled to represent more voices in the congregation and guide the search: Glenda Bjorum, Lily Goulette, Phil Hanson, Charlie Payne, Jen Rivera and Lucinda White. This team began meeting in November and will look to a March 1 hire.

Pastor Don Fultz has decided to “really retire” this time and apart from the monthly communion services at Boutwell, will no longer serve as our visitation pastor. That position remains open.

### **Second Act Cohort**

Pastor Peter was one of ten pastors in their fourth to tenth year of ministry chosen to participate in a Saint Paul Area Synod Lilly Grant “Second Act Cohort.” Pastor Peter will say more about his participation in his report. I served as a mentor to another participant, which primarily involves listening, coaching and encouraging—usually through once monthly meetings outside or on Zoom.

Each participant receives a sum of money to do a project aimed at biblical engagement and learning. Pastor Peter chose to do a six-week podcast. (Again, more in his report.) It was a privilege to be his partner on the air, talking about the Bible and engaging one another in conversation. This was a circumstance where I was in the student seat: learning to create podcast content, recording, saving and sharing audio files. We had a great time and look forward to doing another series. I am grateful to Pastor Peter for his encouragement and patience!

This grant covers two other cohorts’ Pastors of Color and Kubernesis. (Pastors focused on building lead pastor and administrative skills.) It was an honor to be invited to speak with the Kubernesis group.

### **Lent/Holy Week/ Easter**

Once again, pandemic disrupted a central piece of our worship practice. And like last year, we found a way faithfully forward!

On Ash Wednesday we partnered with the Rev. George and Ascension Episcopal to offer drive-through ashes in the morning, at noon, and in the evening. Ash Wednesday worship was prerecorded and posted to Facebook, YouTube and our web site.

Each Wednesday evening in Lent we offered a mid-week Zoom service followed by a speaker, as part of a series set up by the Racial Justice Ministry Team. The speakers covered a range of topics focused on education about racism and becoming anti-racists. While we always long to connect with more people, attendance was steady and the conversation with the speakers was engaging and educational. We also did a congregational book read of “The Color of Law” by Richard Rothstein.

Palm Sunday took place at Trinity, with a gathering in the parking lot and a Palm Processional around the green space and through the sanctuary. As we processed through the sanctuary, Carol played our traditional Palm Sunday hymn “All Glory, Laud, and Honor” on the organ. As this was the first time folks had been in the sanctuary in over a year, it was an emotional processional.

Maundy Thursday was celebrated with drive-through communion at noon and in the evening. Good Friday was a stunning prerecorded service filled with music. We had no vigil this year. On Easter Sunday we offered a prerecorded online service and a live service at the drive-in with more than 600 people in attendance. The cars were lined up so far back we had to start late! It was a joyous and moving Sunday and a meaningful week.

### **Council Retreat**

The council enjoyed a Zoom retreat in early March. Gathering for devotions that continued our Intercultural Development Inventory (IDI) learning, led by Karen Gieseke, and a conversation about the role of the council and visioning exercise led by Tom Jolivette. The visioning work has been ongoing with a final draft of a council vision statement completed in October and will be shared with the congregation shortly.

The council has now completed their IDI training and has been sharing our racial autobiographies over the past months. This involves a reflection on two questions: When did I first become aware of race? And—When did I learn the most about race?

This is a vulnerable experience that has deepened our understanding of one another and greatly enhanced our work as a team.

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This past year the council also added a scheduled mid-month check-in to offer support to the staff and allow a timelier response to issues that arise in need of council engagement.

### Re-Entry Team

Trinity has been abundantly blessed by a team of experts serving as our Re-Entry Team, guiding our understanding of the best possible science, and supporting the unrelenting decision-making that is pandemic response. They are:

- Fred Anderson, Chair, Retired Washington County Epidemiologist
- Cindy Weckwerth, Director of Environmental Health – City of Minneapolis
- Matt Simcik, Professor, University of Minnesota School of Public Health, Environment Chemist
- Mel Sullivan, Council President, Senior Vice President, Ecumen
- Kim Dahlgren, Trinity's Faith Community Nurse

Plus, Bob Eiselt, Parish Administrator and Pastor Chris

Meeting early in the morning each month for the past 20 months, this team has kept track of science, data, CDC advisories and so on. They have guided us through our shut down, how to make the drive-in work, our eventual sanctuary re-open in April 2021, navigating weddings, funerals, LADC, our building guests such as AA and Scouts, masking and more.

This team was also agile enough to respond quickly when the Delta variant forced a swift pivot in August. And they continue to support the council and staff, guiding us into our future while balancing safety with confidence.

Please offer them your thanks when you see them. Their work is not yet done.

### 150th Anniversary Celebration

What a joy it is to celebrate a history as long, rich, challenging, faith-filled, and God-inspired as Trinity's. Our focus for this celebration was the ways in which God has been active in and through Trinity for the past 150 years. While pandemic forced us to change some of our plans, we were still able to celebrate vibrantly in a variety of ways. First, we held a birthday party with ice cream on the green space

on July 19—our actual birthday. Not only was it a celebration of our 150th, but it was also the first time many of us had seen each other in person in over a year. It was well attended and delicious!

Calling for input from the congregation, the Taste of Trinity story cookbook was assembled to share favorite memories, history, and legendary recipes identified with and celebrated by Trinity, including lutefisk and white sauce. If you have not yet done so, please pick up a copy outside the church office.

Susan Stow added the last 25 years to her original 125-year history book. This is still in progress and will be combined with several other feature pieces. Ultimately, it will be available online, in the library, or for purchase.

The Narthex became an art gallery showcasing the artwork our congregation created in pandemic and 150 years of wedding wear. A slide show retrospective of the last 25 years, along with Trinity music, was created and is available online at: <https://trinitylc.org/welcome/who-we-are/history/>.

TrinityFEST was our big party, with festival worship, food and games at the drive-in. Bishop Patricia Lull preached, a large worship band was assembled, and a model Tiny House made an appearance alongside the dunk tank. It was a glorious day to celebrate the ways in which God has been active in and through Trinity Lutheran for the past 150 years and will be into the future.

With great thanks to the 150th Anniversary Team:

- David and Alyce Brekke (events)
- Marie Liberda (archives)
- Marie and Andrea Saterbak (wedding attire)
- Susan Stow (historian/recorder)
- Eric Trosdahl and Larry Loyer (archives)
- Norma Wilson (archives)
- Linda Flood (story cookbook/ Food Service Manager)
- Zanny Johnson (story cookbook)
- Monty Lysne (digital history/ photo archives)
- Marilee Tangen (story cookbook, publications)
- Pastor Peter Weston Miller
- Pastor Chris Bellefeuille



## Community Engagement/ Social Justice

2020 launched many congregations into more robust work in growing our understanding of the systemic nature of racism and developing as anti-racists. 2021 was no different. Our community was among those at the center of some of the activity with the location of Washington County Attorney Pete Orput's home just blocks from Trinity and the protests that popped up there following the shooting of Daunte Wright.

Following on the work with the Intercultural Development Inventory (IDI) undertaken by the council, staff, mission and racial justice teams, we continued to find ways as a congregation to build a just community and state that reflect the values of inclusivity, compassion, and equity to which the gospel calls us.

Pastor Peter and I worked with ISALAH and the Minnesota Council of Churches to find ways to build a team in Stillwater, engaging the partnership of local congregations—following the incredible model of the Homeless Advocacy and Strategy Team, which has built a multi-congregational team focused on the issues of homelessness and housing in Stillwater and Washington County. We did one-on-ones with other pastoral leaders to find areas of common commitment and energy.

An initial outcome of this work was organizing a meeting of multiple pastors and leaders from Washington County in conversation with Senator Karen Housley about the state's budget and our desire that it create the equity that we demand across our state, because budgets are, after all, moral documents that reflect the values and priorities of the state or organization. That work is ongoing.

As a result of a conversation with Stillwater Police Chief Brian Mueller, we have been able to have ongoing contact with the police department during the protests and beyond. This has allowed us to learn more about policing in Stillwater, the impact of the shootings on our local police, and how we can be better partners with them and with our neighbors of various viewpoints.

We also were glad to receive an invitation to host a booth at the first-ever Boutwell Social Justice Fair. This gave Trinity an opportunity for public

witness and conversations with our neighbors. Those who represented Trinity at this event were Gail Wires (Racial Justice Ministry Team), Jenny Rediske (Reconciling in Christ), John Hodler and Mark Weber (HSAT and Tiny Homes), Kim Dahlgren (Faith Community Nurse) and Pastor Chris. We spent two hours in conversation with neighbors!

I made the personal decision to gather with ISALAH Clergy Leaders one evening in Brooklyn Park. This was an effort to call for a less "military" style presence among the peaceful protestors gathered to grieve, remember, and call for justice for Daunte Wright. It was a powerful learning experience as white clergy were present under the leadership of our colleagues of color, taking our direction from them and remaining silent apart from the chanting and singing. It was a peaceful and eye-opening night.

### The Enormous Variety

Along with the weekly work of worship, preaching, pastoral care, staff meetings, worship team meetings, text study and more, there are multiple other activities that keep one busy. Some of these will be covered more fully in other reports. It is far from a complete list, but allows a window into the world of the parish pastor. Weddings, funerals, women's retreats, One and Done Book Group, substitute for Pastor Steve Hokonson at the Kowalski (or Zoom!) men's bible study, and new member classes.

As part of my practice of self-care, I also attend a peer support group, see a spiritual director each month, and connect as needed with a clergy coach. I also took a 48-hour retreat to Dunrovin for some uninterrupted time to reflect, pray, dream, and work.

### The Larger Church

As pastors we are called to serve not just a congregation, but the larger church—both in the other expressions of the ELCA and in community of denominational partners.

I am serving a term as the dean of the East Central Conference of the Saint Paul Area Synod (SPAS), convening the conference for collegiality, learning and support. The deans all serve on the SPAS synod council. Additionally, with Pastor Cader Howard of First Presbyterian, I am co-convener of the St. Croix Valley Ministerial Association. I am a member of a peer support group for pastors and have

the joy of working with seminar-ians through the preaching labs at Luther Seminary.

The ELCA and SPAS also allow learning opportunities for rostered leaders and lay leaders, so I have had the opportunity to participate in several learning events focused on racism and anti-racism.

I close as I began, with immense gratitude.

We have been blessed as a congregation by a remarkable staff, partners in ministry, friends in need, fellow laughers and cryers in proper proportion: Monty Lysne, Jeannie Wendorf, Zanny Johnson, Marilee Tangen, Ellen Neseth, Bob Eiselt, Kim Dahlgren, Pastor Don Fultz, Phil Kadidlo, Carol Carver, Sarah Olson, Linda Flood, Eric Trosdahl, Annie Mikesch, Tom Hosek, Ash Kadidlo and Sonia Esch.

They have all risen to the ongoing challenges of our current climate and times and they have done so with eagerness, joy, grace and love.

I also give thanks for Pastor Peter Weston Miller. It is a gift for pastoral colleagues to balance the role of teacher and student, to honor one another's gifts, give space for leadership and voice, and simply enjoy working together. Thanks, PP. You are the best.

And finally, Ted Olson, pastor spouse extraordinaire. Present, patient, practical, prayerful. I love you and give thanks for you.

Trinity, it remains a joy and gift to serve as your pastor. Thank you for your ongoing support and affirmation, and necessary honesty and feedback. You are the body of Christ in the world. In peace, love and hope.

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

Lead Pastor  
cbellefeuille@trinitylc.org



# PASTOR OF LIFELONG FAITH FORMATION

## 150 years and Counting

150 years is a long time. It's a little hard for me to even really fathom or wrap my head around all that has happened in this community of believers.

But as Pastor Deb Ost used to joke with me: "here we are." So true. And what a tremendous gift that is.

Throughout this last year and the whole pandemic, I know I've leaned heavily on the steadfast love of God that spans the generations. We have been through a lot, just as God's people always have.

I'm thankful for the ways that God has continued to pull us through, pointing us again and again back to the selfless heart of Jesus and the outpouring movement of the Holy Spirit.

It has been a privilege and a joy (and a big challenge—to be honest) to serve as one of your pastors during this time as well as forward beyond this 150th celebration.

I know I have gleaned from your faithfulness and determination over these 20 months, not just that we can do hard things. We can lead through difficult times too. We have so many gifted people navigating these spiritual waters together. That includes our staff, the Congregational Council, the Re-entry Team, and so many volunteers who have taken the reins of ministry in 2020/21.

We have still been able to mark big and little milestones, send off our faithful departed, adapt to different



spaces, deepen relationships, make new connections online or outdoors, build homes and shelter for others, respond to racial reconciliation and reparation as a majority white congregation, and generally do our best to share God's love and grace all over the place as the Body of Christ.

## Children, Youth and Family

It doesn't seem that long ago that we said farewell to Julie Jolivette in her retirement and welcomed Sarah Olson to our CYF team, but like the families we serve, we continue to grow and learn together. We have tried to get to "yes" in the majority of the ways we form faith together.

Monty, Sarah and I have worked hard to shift these water-stops of ministry to digital or to-go kits or gathering outside, including baptisms and confirmation, but as the air turns chillier, we have brought almost everything back inside Trinity's walls.

At the end of September, Sarah and her spouse Erik (and big sister Silja) welcomed their second child to their family. We give thanks to God for this new life and time for them to welcome little Otto. We continue to pray for them and look forward to her formal return from leave at the beginning of 2022.

I'm especially thankful to Monty and Pastor Chris for stepping into other CYF roles during Sarah's maternity leave, in addition to volunteers Rachel Whitcomb, Sarah Barts and Kelsey Crusinberry who have helped lead (with lots of middle and high school support) Step Out Sunday Faith Formation. This Sunday morning programming that happens during both worship services helps our youngest worshippers connect with their peers and engage with the same story as their families in age-specific ways. We have also experimented with Faith Milestones during the new longer learning time in between services. I'm looking forward to more inter/cross-generational opportunities as we settle into this new rhythm.

I'm also thankful to Norma Wilson and Andrea Eckman. The Living Library is one of Trinity's greatest treasures. Not only does Trinity love to read, but the Library even includes many of our own authors, theologians, and storytellers. For the last ten years, Norma Wilson has been an avid advocate for the collection

of resources that help us inform and form faith as a community. I am so grateful for her amazing service to this ministry, her recommendations, her relevance, and connected curation. She has also built a great team of contributors and caretakers to support this ministry. Please join me in giving thanks for Norma. Norma has passed the torch to Andrea Eckman who we are so grateful will now lead this team. Take time to venture down to the Living Library when you have a chance—you'll be impressed. And maybe you'll find something that helps us love God and love reading with our neighbors. Please see page 17 for the Library Report.

## Looking Ahead

As we continue to look ahead to what God is calling us to in the next 150 years and counting, I'm grateful for both the community and the team that we are blessed to have at Trinity. I'm looking forward to more intentionality connecting with our young and growing families, as well as specific ministries for adults (Adult Faith Forum with Penny Catlin, Tired Men's Troupe with Derek Wolden and Aaron Haase, HSAT with John Hodler, Green Team with Gary Holthouse, Racial Justice with Rachel Schmeltzer and more).

I know that I continue to learn and evolve as a pastor, not just through formal synod and churchwide experiences like the Second Act Cohort (grant program for pastors serving in the 5-10 year range), but also as we emerge from the trauma and loss and lessons of the pandemic. I know more than ever that we follow a God who brings light into turbulent times and continues to equip us for the faithful journey ahead. I don't know exactly what that all means for the future, but I trust that in Christ, we remain in good hands.

A special thanks to my partner Ashley for her support (and hard work in her own health and safety leadership in the school setting), as well as our daughters Ella and Emily who were the best lock-down companions I could have asked for. I am eager for their vaccines in the next weeks and for what that means for our next chapter together. Yours in God's love and struggle.

**Pastor Peter Weston Miller**

Pastor of Lifelong Faith Formation  
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The past twelve months have been a challenging but rewarding time for all ministries. Despite some COVID-19 obstacles, God gifted us a year that still allowed for fun, growth and learning.

Our middle schoolers met via Zoom throughout winter and spring 2021. Attendance was steady, as we were able to present our themes and hold small-group conversations somewhat as normal with this style of communication. Each child was asked to find an adult mentor to meet with one-on-one over the weeks of Lent. Questions around the Lenten themes were issued, and kids and mentors enjoyed some time together unpacking these themes and checking in about life and faith.

Summer brought a bit more normalcy, as we were able to hold our Middle School and High School Summer Stretch service programs in July. Thirty kids from various area churches met on Tuesdays and Thursdays in July and helped with service projects locally and around the eastern metro area. We assisted with everything from clean up at the Zephyr Theater in Stillwater, to stocking shelves at Stone Soup Thrift Shop in St. Paul Park.

Our main ministry for high schoolers in 2020-2021 was our Puerto Rico Mission Trip, originally scheduled for late June 2020. Forty-seven kids and ten leaders signed up for this mission trip adventure which sadly had to be postponed for a second time. 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 began another year of grades 6, 7 and 8 Confirmation in late September back together in person, and it has been a huge blessing to be with the kids and leaders once again. Although we are masked and distanced, the excitement of gathering and learning is alive as it had been before the pandemic. I am looking forward to regular gatherings and service opportunities for these kids!

Our 9th graders enjoyed an overnight retreat in early October which served as preparation for Confirmation Day, October 31. On that day, 17 young people affirmed their Baptism at both the 8:45 a.m. and 11 a.m. worship

services surrounded by family and friends.

Our high school ministries began monthly service events as participants in Community Thread's "Rake a Difference Day" in late October and continues with meal packing at Meals from the Heart in mid-November. All this leads up to our reintroduction and preparation for two main summer events in 2022: a mission trip in late June, and attendance at the ELCA youth gathering in late July.

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

**Monty Lysne**

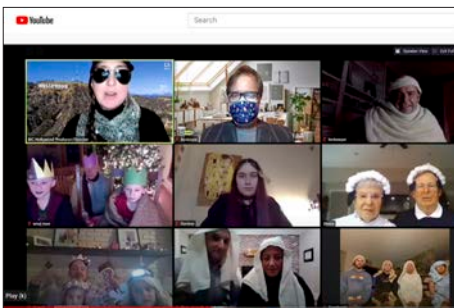
Youth Faith Formation Coordinator  
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# CHILDREN, YOUTH & FAMILY





# WORSHIP & MUSIC



As I write this, our last Worship and Music Annual Report, we are overwhelmed with gratitude for all who have made our journeys—our work at Trinity—so enjoyable and memorable. You, the people of Trinity Lutheran Church, are the ones who we are most grateful for. You have supported us, loved us, encouraged us, responded to our requests with enthusiasm, and shown us a love beyond comprehension.

The past year has certainly been interesting—who would have thought we would spend an entire year creating online worship, or worshiping week in and week out at the drive-in? But we did. And with the vaccine becoming available, we were thrilled to come back in-house in April.

The following is what we have learned, what we have done, in 2020-2021:

- We have learned how to create and send out virtual worship every week of the year, including festival worship for Christmas and Easter.
- We have learned that it takes a committed and devoted team to send worship out over the airways every week. Thank you to each of you: Charlie Payne, Ash Kadidlo, Monty Lysne and Clint Malwitz.
- We have learned that some folks will come to the drive-in 52 weeks a year—and more than 600 will come on Easter!
- We have learned that some folks can't wait to come back to the Worship Center.
- We have learned that the choirs CAN sing with masks on as well as record at home.



- We have appreciated the work of many assisting ministers, soloists, instrumentalists who have answered our call to participate in worship. We are also filled with gratitude for the hours and expertise given by the Worship Arts and Fine Arts teams in bringing the visual to worship. Together, you all have made this year, and every Sunday of it, amazing.
- We have appreciated the support and trust of Pastor Chris and Pastor Peter and cherish our relationship with them.
- We have appreciated working with Sonia Esch and the children's choir—virtually and in person.

We could go on and on thanking you! In closing we would just say, there are few music and worship directors who could work together for 30 years—creating, supporting, cajoling, laughing, crying—let us tell you folks, this is rare—we know we have been part of something very special. We will miss this, but we are grateful, so grateful for all that was given us.

Soli deo Gloria!

**Carol Carver**, Director of Worship, Organist & Trinity Choir Director  
ccarver@trinitylc.org

**Phil Kadidlo**, Director of Worship & Music Ministries  
pkadidlo@trinitylc.org





Thank you for continuing to serve others in need during this past fiscal year. Our mission board continues strong and active, but that is a small measure of what is happening in total. Our mission activities are a community of accompaniment with all the members of Trinity serving in countless ways to help our neighbors.

The most visible new formal project undertaken in the name of Outreach Missions is the Homeless Strategy and Advocacy Team (HSAT) which began by studying the housing problem, and then in cooperation with other faith communities is helping build one or more Tiny Homes.

Locally, we continue strong focus on hunger with support to Valley Outreach throughout the year as well as financial support to the food ministry of Open Hands Midway. Thank you for your gifts of food and funds, and the generous donations of time to this important ministry.

In partnership with First Presbyterian, this year we have provided food support for the Anuak community, refugees from Ethiopia living in the St. Croix Valley and Twin Cities.

Globally, we continue to support students from our sister congregation in Mwatasi, Tanzania through scholarships that provide the opportunity to go to high school and further education. This past year we helped pay tuition for 25 students without family members who could support them. We also continue to monitor and assist with the village of Mwatasi water issues related to safe and available water, in coordination with St. Paul Partners, the church and village officials.

This year we adopted a new vision statement that we feel succinctly represents our Outreach Mission program:

**“We will follow God’s example of love by collaborating with others to facilitate a world in which the basic needs of all people are met in an environment of peace with justice.”**

We will introduce an illustration with our vision statement early next year.

In community, small groups and individuals also carry out that vision every day:

- Knitting and crocheting prayer shawls, mittens and scarves
- Making and distributing quilts
- Providing backpacks and school supplies for children in need
- Completing routine maintenance and repair for individuals and organizations
- Volunteering at local food shelves
- Tutoring and mentoring children
- Preparing and serving meals to those in need
- Providing transportation for others in need
- Caregiving in many ways
- Providing financial support to organizations who meet basic needs

The members of the Outreach Mission Board are: Marie Liberda, incoming chair; Sandy Wendt, secretary; John Hodler, treasurer; Michele Hermansen, outgoing chair; Renae Oswald-Anderson; Glenda Bjorum; Marlene Harty; Wendy Klemz; and Arlyce Melheim. We welcome your questions and input at any time. Funds for Outreach Missions are received through fundraisers and specific donations, not from the general budget of the church.

**Michele Hermansen**, Outgoing Chair  
michele2255@gmail.com

**Marie Liberda**, Incoming Chair  
mbvgro@gmail.com

# OUTREACH MISSIONS





# CONGREGATIONAL LIFE & CONGREGATIONAL CARE



Greetings, beloved church family!

As I sit this cloudy November day at home and look out at the brilliance still on the trees, unusual for this time of year, I am reminded of the paradox that is the year 2021: we are weary, but still going. Still shining our light, by the grace of God, and on our best days our colors are still beautiful and still hanging on...despite the darkness that has been persistent with the pandemic and \_\_\_\_\_ (fill in the blank). Life is hard. But good.

The goodness is born out from and in the love we have for one another *because God first loved us*—and is evidenced in the tangible ways we show it here at Trinity. Pandemic or no pandemic, this beautiful body of Christ loves each other. And I have the incredible job to be a first hand witness to this love. Let me count the ways:

1. One of the ministries I continue to be so passionate about at Trinity is facilitating **groups for spiritual direction**. Some of you may not know that I am honored to also be adjunct staff for Luther Seminary as a spiritual director and have the incredible honor to walk alongside students with the express purpose of witnessing the work of the Holy Spirit in their lives, listening to them with a compassionate and non-judgmental ear, praying with and for them, teaching them spiritual practices, encouraging their own contemplative walk with the divine... all the holy and sacred work that happens when two or more are gathered. And guess what? Part of my job here at Trinity is making group spiritual direction available to all of you. For the past several years, we have held groups here at Trinity and virtually during the pandemic—every season—and I would love for you to join us. Groups form every season and meet every other week for 12 weeks, six sessions total.
2. This spring we held our **annual Women's Talk & Tea**—again via the wonder of technology and Zoom. In May, we gathered to hear from the Rev. Teresa Blythe, author of *50 Ways to Pray*, *Spiritual Direction 101*, and *Incline Your Ear*. Teresa zoomed in from her home in Phoenix, Arizona (one benefit of online learning) and taught us all about “Many Ways to Pray”

which was the title of her talk. It was a beautiful morning of learning and fellowship.

3. Trinity's women's ministry has a beautiful tradition of an annual **Advent Pause**, led by Karen Gieseke for 22 years! Again, because of the hidden blessing of meeting virtually, in 2020 there were 15 groups with an estimate of 150 attendees from approximately five states!
4. Another favorite ministry is that of **Caring Friends**. Caring Friends are those people in the congregation who have said yes to connecting with a list of folks in our congregation ages 80 and above (we are gradually changing this age from 75 to 80). Caring Friends reach out to their assigned folks via cards and calls; and are the hands and feet and ears of Trinity as they connect, chat, pray and show love to them. We are currently on hold with the accompanying Celebrating Seniors in-person events due to ongoing pandemic and Delta variant, but hope to resume these events when it's safe to do so. Here's the list of Caring Friends (listed with their permission), some of whom have been doing this work for decades: Roger Bosmoe, Dawn Boyd, Joanne Brown, Karen Dinius, Karen Dufty, Rita Friesen, Eunice Fultz, Lynne Funk, Sharon Germain, Jean Groppoli, Heather Haugrud, Dellzie Hodler, Nancy Hokanson, Doreen Johnson, Lila Linner, Judy Loe, Carolyn Minor, Sandra Monson, Kay Nelson, Nola Notaro, Lynae Olson, Phyllis Paulson, Jan Picht, Dianne Reid, Pat Reinke, Karol Roehrkasse, Susan Savolainen, Corinne Schmidt, Carol Straka, Sally Studtman, Connie Thalacker and Sandy Wendt.
5. Now completing their fourth year, our singles ministry group, called **Solo 55 Plus**, is for those who are age 55 and up, single and active. And are they ever active! The pandemic did not slow down this group. They have grown to 84 members, 13 new members joined in 2020, with another 7 so far in 2021. Wow!
6. **Retreats!** We were grateful to be led in a robust virtual retreat in February led by



Kara Montgomery with the theme "The Soul and the Pandemic." Twenty women joined in to together learn some tools for handling stress and grief as we navigate life.

- 7. **Women's small group ministry:** Three groups formed to join together to meet regularly for prayer, study and fellowship—led by Maggie Wescott and Rachel Parkin, Emily Karlsrud and Glenda Bjorum, and the ongoing group led by Lucinda White. This is in addition to all of our beloved **Women's Circles** who have been joined together in fellowship and ministry for many, many years.

More ministries and ways to connect with God and one another include the following.

- 8. **Quilting Ministry.** Led by Carolyn Minor, our quilters made stacks and stacks of quilts for Lutheran World Relief, continuing throughout the pandemic, sometimes meeting in Kim Hanson's garage to safely quilt together.
- 9. **Sunshine Ministry** is a self-sustaining ministry funded by the sale of embroidered dish towels used to send flowers to our 75, 80, 85 and 90+ year-olds on their birthdays. Big thanks to Carolyn Minor for coordinating this ministry and to Rose Floral for providing and delivering the flowers.
- 10. **Make a Meal Ministry (MMM)** is a ministry providing meals to folks during times when a little extra help and support is needed. A huge shout out to Lucinda White who coordinates this ministry.

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).

And finally, I am happy to report we also welcomed **new members** to our Trinity family this fiscal year, pandemic or no! In March we welcomed ten folks, shifting the newly-launched New Member Series to Zoom. Each one is a beloved and precious child of God, and we are so happy to welcome them into our midst. I will close with the prayer we use on New Member Sunday:

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

*beloveds 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.*

**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 nine visitors that tend to the spiritual and social needs, when we are able. We continue to have times that in-person visits are not advised due to COVID-19. We continue to use masks and general safe guards for everyone.

Our visitation team continues to make contact with our members, if not in person, making phone calls, or sending cards to bring God's word and love on a regular basis.

The knitters have a team of 19 and meet every fourth Thursday at church when able. We are back to Zoom meetings for the time being with the increased COVID-19 cases and precautions. Knitters 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 our pastors we provide all kinds of love and care for our beloveds.

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





# GIFTS MANAGEMENT

Here we are working through year two of a pandemic!

For the staff at Trinity, it has meant still working from home—alot! The upgrades to technology that we began in 2020 and completed this year have paid dividends, improving our staff's efficiency and ability to work remotely. We have also learned new ways to work effectively, making better use of Microsoft 365 and Teams to manage our workflow. Thanks to the Congregational Council for their foresight and the faithful financial support of our congregation, for this upgrade in technology!



In FY 2021 Trinity's aging desktop-based church management software was replaced with a new, web-based system called ShelbyNext. It offers a secure, private cloud to store data as well as provide additional financial tools, a facilities calendar, member directory and an online registration and automated giving system to support our congregation in today's digital workplace environment. You may have already noticed some changes in how this benefits our church and there will be more positive changes coming soon.

Trinity is now investing in renewable solar energy! With help from Andrew Thelander we began investigating this opportunity more than two years ago. It has taken this long but, we are finally enrolled. We pay for subscriptions to a percentage of three separate community solar gardens (CSGs) in Chisago County. In return we receive a credit against our monthly Xcel Energy utility bill that is greater than the subscription payment. It is a 25-year program that will yield us a credit of about \$2,300 per year in energy savings while we invest in renewable energy to support our environment.

Also on the environmental front, you may have noticed that we now have a low-mow, pollinator-friendly, bee lawn on Trinity's green space along Myrtle Street. The Green Team, under the leadership of Sheila Maybanks, secured us a grant from the Washington Conservation District to fund the installation of this bee lawn. Thanks to Sheila, Vic Thalacker, Chuck Newman and Tom Hosek for their labor to make this a reality.

Managing a facility the size of Trinity remotely and through a pandemic is a whole different challenge. And managing building use and re-opening in a safe fashion was also not without challenges. A big thank you to our Re-Entry Team, consisting of: Fred Anderson, Cindy Weckwerth, Matt Simcik, Kim Dahlgren and Mel Sullivan, who have assisted Pastor Chris and myself in sorting through the myriad of questions and decisions in an ever-changing environment. Through all of the challenges of COVID-19—a staff working remotely and a preschool still operating in-house daily, deemed essential by our state officials—that team kept us moving forward and flexing with the changes, sometimes

day-to-day. Thanks also to our custodians Tom Hosek and Anne Mikesch for their daily presence in the building to help us maintain a clean, safe and well-functioning facility.

At the same time, our congregation's members have been so, so faithful and generous with their financial gifts through this challenging time. For more details on the financial effects of this faithful generosity, please see the Treasurer's Report and financials later in this report.

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 still not meeting regularly on Tuesdays due to COVID-19, they still responded to numerous projects and needs, particularly at the drive-in property, 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 again to our indoor / outdoor landscape team under leadership from Sandy Wendt, their efforts keep our greenery fresh and alive! Sandy's weekly attention to the indoor gardens has paid dividends as they look wonderful.

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 a steadfast and exceptional staff in FY 2021, with no significant changes. It is both gratifying and exciting to work with such a talented, dedicated staff giving life and energy to Trinity's many ministries! God's peace to you all.

**Bob Eiselt**, Parish Administrator  
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 2021:

In 2021, the following projects were completed.

- Completed member database software conversion to Shelby Next
- Completed additional landscaping on the green space
- Planted a bee garden

- Painted lower level classrooms
- Completed the staff technology upgrade, replacing computers and monitors

#### Priority Projects for 2022:

The projects in the table below are the next priorities that have been identified 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
4th Street sidewalk is settling and needs repair.	The city approved a project, but bids were too high. The project will be rebid in 2022.	TBD
Drive-in facilities are in need of improvement.	Develop a long-term facility repair/demo/upgrade plan for the screen, stage and buildings. Complete the plan in phases over more than one year.	\$25,000 – 150,000
Improve Worship Center aesthetics and provide storage space for worship band equipment.	Design and build a moveable wall or screen to hide the storage area in the Worship Center.	TBD
Worship Center technology needs upgrading.	Upgrade the technology in the Worship Center.	TBD
Carpeting and paint in the main offices are 20 years old.	Replace the carpet. Repaint the walls. Reconfigure existing modular furniture.	\$30,000 – 40,000
The playground is located across the street from the church and school.	Move the playground to the south lawn.	TBD – Shared cost with LADC
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 continued adaptability in response to the 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 2021 the great challenge and focus was to keep the congregation and larger community informed amidst the ever-changing conditions of pandemic. Keeping track of worship times and formats, events in person and online, building and office hours, getting the word out when something needs to be canceled, and so many more details.

In response to the pandemic, we found people turning to online resources increased greatly. We used less paper for printing and spent more hours making sure online resources

were updated with the very latest information and details. We continue to livestream on Facebook which provides opportunities for online engagement. The addition of Boxcast (streaming service) has brought considerable stability to our Sunday morning streaming. Our YouTube channel continues to grow, check it out by searching “Trinity Lutheran” on YouTube.

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 Giving Appeal/pledge drive, which raises pledged contribution income—the core of Trinity's annual income.

## Team Make-up

In 2021 the ST included seven Trinity members and two staff: Tim Gillis, Tami Jensrud, Melissa Haase, Amy Karlstad, Zach Lee, Mark Nelson, Claudia Swendseid (Team Lead), Chris Bellefeuille (Lead Pastor) and Bob Eiselt (Parish Administrator). The ST is recruiting new members, as Claudia will be stepping down as Lead; and Tim, Amy and Zach have completed their service on the team.

## 2021 Accomplishments

Central to the team's work in 2020 was planning and implementing the annual pledge drive (conducted in October 2020 for 2021). Due to the generosity of the congregation, the pledge drive goals were exceeded in dollars raised and new pledgers. Total households pledging decreased slightly. (See the table below.)

Our ability to do God's work in the world 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, including new families. Every faith community experiences some level of natural turnover each year, so 337 families pledging, including 34 new pledgers is a strong outcome. The fact that the financial goal was exceeded substantially speaks to the commitment and generosity of the Trinity community. Also, another 200 families gave to Trinity in 2021 without a pledge, among whom are many recurring givers, which represents another form of commitment to Trinity.

It's worth highlighting that about half of our pledging families fulfill their pledges through automated, electronic giving from a bank account or credit/debit card. This method is convenient for the giver, helps ensure the pledger will be current on their pledge and benefits Trinity's cash flow and budget management. Also, with changes in tax laws and other factors, more pledgers are fulfilling their pledge annually with stock, required minimum distributions (RMDs) from IRAs, distributions from donor advised funds and similar alternatives.

Other ST accomplishments in 2021 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* newsletter. 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. 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 2021 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.

Category	Goal	Result
Dollar amount of pledged contributions	\$1,050,000	\$1,079,000
Number of pledging households	346	337
Number of new pledgers	35	36



**Looking Forward**

The ST launched the 2022 Giving Appeal on October 3, 2021. See the key features in the table below. Final results of the 2021 pledge drive will be available in early 2022.

**Conclusion**

Stewardship Team members are grateful for the opportunity to remind the Trinity community that faithful stewardship is a way of life in all of its aspects—financial, our time, and using our capabilities to serve God and our neighbor. 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 pour out God’s love on the world.



**Claudia Swendseid**

Stewardship Team Chair

claudiaswendseid@comcast.net

Theme & Bible Verse	<ul style="list-style-type: none"> <li>• God’s Love Poured Out: The Next 150 Years</li> <li>• Jeremiah 29:11 – For surely, I know the plans I have for you, says the Lord, plans for your welfare and not for harm, to give you a future with hope.</li> </ul>
Stewardship Sundays	October 3, 10, 17, 24 and 31
Goals	<ul style="list-style-type: none"> <li>• Increase pledged contributions: \$1.1 million, up 2% from 2020</li> <li>• Increase number of families pledging: 344, up 2% from 2020</li> <li>• Increase number of new pledgers: 20</li> </ul>
Education & Communications	<ul style="list-style-type: none"> <li>• 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.</li> <li>• Stewardship Moments by members presenting their personal stories during worship services and in the weekly e-news.</li> <li>• Ongoing reminders to make pledges and weekly updates on progress,</li> <li>• Thank you notes to all households making pledges.</li> </ul>

**Library Report**

*For the Word of God is living and active.*  
– Hebrews 4:12

To fulfill its mission of “providing a living and active ministry that spreads the Word of God to all of God’s children,” the Trinity Library works cooperatively with ministries of all ages. It strives to provide materials and programs that encourage the study of God’s Word and the growth of each person’s relationship with God.

Because God is at its focal point, the Trinity Library is a special place. It is a place to grow as a Christian, a place to find peace and compassion, and a place to be in God’s presence.

The collection contains over 5,000 catalogued books including non-fiction, fiction, reference materials,

middle grade books, children’s books, DVDs, and a separate recovery resource library.

In 2020, approximately 150 books were added to the collection. Many were donated by Trinity members. The Trinity Library also received a grant of nearly 50 new books for the recovery resource library from the Hazelden Foundation. The library also purchased several books on social justice through a donation from the Schumacher family. Monetary donations paid for the online computer system subscription and replaced an outdated library computer.

During 2020, only 88 books and materials were circulated due to the building being closed as a result of the pandemic. Ann Wolff and

Melody Schumacher also circulated books from their homes during this time. Lake Area Discovery Center students continue to check books out from the library on a regular basis and use it for story time and special events.

The library serves as a place for AA groups, women’s Circles, confirmation small groups, and book clubs to meet.

The TLC Library Website has an online search tool. At this time we have no way of knowing how much this is used. We share information about the search tool regularly in the *Trinity Today* newsletter.

**Andrea Eckman**

Library Volunteer

andreaeckman@gmail.com

# ANNUAL MEETING AGENDA

## 151st ANNUAL MEETING OF TRINITY LUTHERAN CHURCH

Stillwater, Minnesota

November 21, 2021, 12:00 p.m.

### Meeting Agenda

1. Meeting Called to Order – President Mel Sullivan
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. Approval of Minutes of November 15, 2020 Annual Meeting
9. Election of 2022 Council Nominating Committee
10. Report of the 2021 Council Nominating Committee
11. Election of 2 Congregational Council positions
12. Recommended motion – Nomination of Delegates for Synod Assembly – May 2022
13. Reports from the Congregational Council, Staff and Ministry Teams
14. Report of the Church Treasurer for FY 2021
15. Presentation of Proposed Budget for FY 2022
16. Approval of Proposed Budget for FY 2022
17. Other Business
18. Closing Prayer – Adjournment



# MINUTES



## CONGREGATIONAL MINUTES

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

Sunday, November 15, 2020

Location: Electronic

Time: 12:05 – 1:15 PM

Attendance: 59 individual electronic log-ins, which may include multiple Trinity members

1. Meeting called to order by President Doug Johnson at 12:05 pm.
2. Mr. Jim Brown will serve as the moderator for this session and provided technical support, including tips for navigating the electronic platform.
3. Opening prayer provided by Pastor Peter Weston-Miller.
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. Doug Johnson - President
    - iii. Arba-Della Beck – Treasurer
    - iv. Krista Gossai – Vice President
    - v. David Martin – Member at Large
    - vi. Melanie (Mel) Sullivan - Secretary
    - vii. Andrew Thelander – Member at Large
7. Introduction of the Parliamentarian
  - a. M/S/P to appoint Ms. Gail Olson as Parliamentarian.
8. Ms. Olson 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. Approval of the Minutes – November 17, 2019 Congregational Annual Meeting
  - a. Mr. Johnson asked for a modification to the 2019 minutes to include a minor correction with the addition of “Sheila Maybanks” to Item 20: Other Business b.(i.). Correction was noted and minutes modified.
  - b. M/S/P to approve the November 17, 2019 Congregation Annual Meeting minutes.
- 10. Approval of the Minutes – August 30, 2020 Special Congregation Meeting
  - a. M/S/P to approve the August 30, 2020 Special Congregation Meeting minutes.
- 11. Report of the 2021 Council Nominating Committee
  - a. Mr. Johnson presented the following candidates for next year’s Council nominating committee.
    - i. Ms. Erica Kanewischer
    - ii. Mr. Tom Olsen
    - iii. Mr. Doug Johnson
  - b. M/S/P to approve the candidates for the 2021 Council Nominating Committee.
- 12. Report of the 2020 Council Nominating Committee
  - a. The nominating committee report was provided by Mr. Tom Olsen. The committee presents two candidates for congregational council:
    - i. Thomas Haugrud (3-year term)
    - ii. Krista Gossai (3-year term)
  - b. M/S/P to approve the candidates for nomination to the Congregation Council.
- 13. Election of two (2) Congregation Council positions
  - a. Mr. Johnson presented Ms. Krista Gossai for a position on the Council for a 3-year term.
  - b. Mr. Johnson presented Mr. Thomas Haugrud for a position on the Council for a 3-year term.
  - c. A request from the forum for additional candidates was asked three times with no additional candidates presented.
  - d. M/S/P to appoint Ms. Gossai for a position on the Council for a 3-year term
  - e. M/S/P to appoint Mr. Haugrud for a position on the Council for a 3-year term.
- 14. Recommended motion – nomination of synod delegates – May 2021
  - a. Motion to authorize the Congregational Council to elect representatives to the 2021 St. Paul Area Synod Assembly which is held in May 14 & 15 2021. This year’s meeting will be electronic. There are 9 voting delegates that can be elected to attend the assembly.



- b. M/S/P to approve the elected representatives for the 2021 St. Paul Area Synod.

15. Reports from the Congregational Council, Staff and Ministry Teams

- a. Mr. Johnson provide an updated on the lawsuit related to Trinity Lutheran Church. A special thanks was extended specifically to Ms. Gail Olson for her efforts, communication and support to have an honoring outcome for all involved.
- b. Mr. Johnson asked if any member had questions about the reports.

16. Report from the Council Member, Andrew Thelander (Finance Team Chair for Fiscal Year (FY) 2020

- a. Ms. Beck has resigned from her role as Treasurer, effective as of today, due to health reasons. The newly elected Council will appoint a new Treasurer.
- b. Mr. Thelander explained the role of the Finance Committee, including that any Trinity member is welcome to attend the budget forum.
- c. Mr. Thelander presented the financial report from the 2020 Annual Report. Highlights from 2020:
  - i. Trinity experienced a slight surplus. This is the fifth straight year that the church has had a surplus. Contributions for the fiscal year are \$50,0000 less than budgeted but \$4,000 ahead of last year.
  - ii. Operating expenses were \$123,000 under budget and \$6,500 less than FY 2019. Included an expenditure of \$20,000 for staff computer technology upgrade. This was not budgeted but approved by the Council. The line of credit remains a zero, which is a major accomplishment thanks to the generosity of the Trinity family.
  - iii. With the worldwide pandemic, Trinity was able to secure \$170,000 by applying for the Coronavirus Aid, Relief and Economic Security (CARES) Act and receiving funding from the Paycheck Protection Program (PPP). Mr. Thelander provided an overview related to this program and how it impacted Trinity Lutheran Church.
  - iv. No endowment funds were released for FY 2020, which will reserve this to be released in FY 2021, which is the intent of the fund.
- d. Mr. Thelander expressed gratitude for all those individuals (council, pastors, staff and congregational members) that were associated with the success of the church this year.

17. Presentation of the Proposed Budget for FY 2021

- a. Key assumptions
  - i. General contribution goal is anticipated to be \$1.35M, which is lower than FY 2020. This is highlighted in the Stewardship Report provided in the 2020 Annual Report.
  - ii. The budget was established in a mindful manner, understanding that the pandemic is impacting families at Trinity in multiple ways.

- iii. The mission trip has been accounted for, which has been postponed until 2021. This had been budget from an income and expense side.
  - b. A special thank you was extended to Ms. Claudia Swendseid and the team that supports the stewardship committee.
- 18. Approval of the Proposed Budget for FY 2021
  - a. M/S/P to approve the proposed budget for FY 2021 as presented.
- 19. Other Business
  - a. Mr. Johnson extended a special congratulations to Bob Kriesel and Don Fultz, both members of Trinity, for 55 years of ordained ministry and service.
  - b. No other business was discussed.
- 20. M/S/P to adjourn the meeting at 1:00 pm. Meeting was closed with prayer by Pastor Bellefeuille.

Respectfully submitted,  
Melanie (Mel) Sullivan, Secretary



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# FISCAL YEAR STATISTICS

## 2021 Trinity Congregational Council

Melanie (Mel) Sullivan	Council President
Krista Gossai	Vice President
Tom Haugrud	Secretary
Bill Bjorum	Treasurer
Andrew Thelander	Council Member
Dave Martin	Council Member

## Worship Attendance

### 2020 Christmas Eve:

Drive-in 4 p.m.	253
Online views	698

### 2021 Easter:

Ash Wednesday (online views)	249
Palm Sunday (online views)	451
Palm Processional (in-person)	76
Good Friday (online views)	370
Easter (online views)	502
Easter Sunday Drive-in 10 a.m.	613

### Special Sundays:

TrinityFEST (in-person – Sept. 20)	298
Lessons & Carols (online views – Dec. 27)	217

### Average Sunday Worship Attendance:

In-person at Trinity*	47
Online views	340
Drive-in	150

NOTE: All online views are views in one week. 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.

\* In-person worship resumed on April 18, 2021 with capacity limits.

## Fiscal Year 2021 Statistics

Total number of baptized members on September 1, 2020	2,914
Number of members received through baptism	12
Number of members received through confirmation	3
Number of members received through transfer/affirmation of faith	10
Number of members removed through death	27
Number of members removed through transfer, request, etc.	132

### Total adjusted number of baptized members

on August 31, 2021	2,780
Non-member funeral services conducted by Trinity pastors	4
Weddings conducted by Trinity pastors	2

## Trinity Staff as of August 31, 2021

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

Charlotte Mary Hewes	Valerie Mae Lange
Wren Joyce Wiegand	Eliza Layne Crusinberry
Peyton Sophia Gotch	Eli Christopher England
Zoey Kathleen Gotch	Wyatt Charles Wolfe
Brooks William Karnuth	Willow Marie Wolfe
Malcolm Michael McAnally	TOTAL = 12
Hudson Ohn Birkeland	

## MARRIED

Kim Dahlgren & Thomas Tuft  
Jennie Geiger & David Westhed  
TOTAL = 2

## CONFIRMED

Shelby Avalyn Barwick	<b>Henry James Thury</b>
Tae John Bertz	Jane Arlene Whitcomb Fossum
Evan Charles Cadenhead	<b>Kennedy Marie Williams</b>
Chloe Ione Carlson	TOTAL = 29
Gillian Phyllis Carlson	NEW MEMBERS = 3 (BOLD)
Leo Thomas Dowling	
Conrad Michael Flood	
Caspar John Gabor	
Erik Patrick Hoel	
Ashlyn Ann Hoff	
Bailey Ann Holmes	
Megan Elise Johnson	
Jonathan Estuardo Lande	
<b>Nicole LaRayne Lund</b>	
Mirra Hope Lysne	
Molly Faith Lysne	
Brady Stephen Nelson	
Emily Lorraine Olson	
Sadie Ann Parent	
Carson Matthew Peterson	
Soren Erik Peterson	
Madeleine Elisabeth Reyes	
Kaylyn Ann Richert	
Adrian Jackson Stratmann	
Sam Ryan Yang Suro	
Haley Josephine Swanson	

## DEATHS

**Lois Elaine Brolander**  
**Sandra Jeanne Kotval**  
**Carol Joyce Mereness**  
**Gary William Baggott**  
Dean William Sonnee  
Verlin Vaughn Behm  
**Konrad Seighart Koosman**  
**Grace Dorothy Marquardt**  
**Muriel Marie Nestrud**  
**Don LeRoy Simonson**  
**Dwight Lyman Pederson**  
**Verna June Ranten**  
**Dwain John Cedarbloom**  
**Clara Mae Slayhi**  
**Mary Louise Leverty**  
**Janet Roberta Rude**  
**Mary Jane Oleson**  
**Lorraine June Hoven**  
Dennis Harry Hooley  
**Frederick Morrill Hertenstein**  
**Kathryne Norma Handevitd**  
**Robert Eugene White**  
**Arba-Della Beck**  
**Norene Susan Petrick**  
**Linda Jean Mills-Krebsbach**  
**Robin Lee Buckles**  
**John Eric Sutherland**  
**Richard Soderholm**  
Daniel Michael Herro  
**Karen Gladys Jackson Remington**  
**June Brochman**  
TOTAL = 31  
MEMBERS = 27 (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, 2021 and 2020, 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    210 West Butternut Avenue  
Lake Elmo, MN 55042    Luck, WI 54853  
651.430.3635    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 Kalsheim & Company, Ltd.*

Lake Elmo, MN  
November 4, 2021

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TRINITY LUTHERAN CHURCH  
 Statements of Assets, Liabilities and Net Assets - Modified Cash Basis  
 August 31, 2021 and 2020

	2021	2020
<b>ASSETS</b>		
Cash	\$ 369,649	\$ 345,631
Investments	1,336,762	1,145,080
Prepaid expenses	2,116	-
Deposit	525	525
Master plan design fees	336,085	336,085
Construction work in process	-	19,089
Property and equipment, net of accumulated depreciation	3,754,410	3,960,983
<b>Total assets</b>	<b>\$ 5,799,547</b>	<b>\$ 5,807,393</b>
<b>LIABILITIES AND NET ASSETS</b>		
Payroll liabilities	\$ 8,657	\$ 6,888
Drive-in escrow	8,600	8,600
Security deposits	1,288	1,288
Designated mission funds	125,568	159,505
Long-term debt	3,255,388	3,538,447
Less debt issuance costs, net	(6,085)	(6,365)
<b>Total liabilities</b>	<b>3,393,416</b>	<b>3,708,363</b>
<b>Net assets:</b>		
Without donor restrictions	904,081	843,830
With donor restrictions	1,502,050	1,255,200
<b>Total net assets</b>	<b>2,406,131</b>	<b>2,099,030</b>
<b>Total liabilities and net assets</b>	<b>\$ 5,799,547</b>	<b>\$ 5,807,393</b>

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, 2021 and 2020

	2021		Total
	Without Donor Restrictions	With Donor Restrictions	
<b>REVENUE AND SUPPORT:</b>			
Contributions	\$ 1,324,771	\$ 116,536	\$ 1,441,307
Rental income - church property	39,161	-	39,161
Rental income - post office building	24,000	-	24,000
Rental income - Croix Center	55,474	-	55,474
Fees and other payments for program activities	33,485	-	33,485
Interest income	-	43,660	43,660
Gain on extinguishment of debt	170,000	-	170,000
Miscellaneous income	-	-	-
Unrealized gain on investment (loss)	-	187,585	187,585
Net assets released from donor restrictions upon expiration of proposed restrictions	100,931	(100,931)	-
Total revenue and support	<u>1,747,822</u>	<u>246,850</u>	<u>1,994,672</u>
<b>EXPENSES:</b>			
Staff salaries and benefits	921,902	-	921,902
General operating expense	201,679	-	201,679
Building maintenance expense	33,143	-	33,143
Interest expenses and other borrowing costs	134,728	-	134,728
Missions and benevolence	89,961	-	89,961
Children, youth & family ministries	10,102	-	10,102
Communications	3,341	-	3,341
Lifelong learning ministries	5,703	-	5,703
Worship and music	14,692	-	14,692
Mutual care/small groups	19,302	-	19,302
Depreciation expense	253,018	-	253,018
Total expenses	<u>1,687,571</u>	<u>-</u>	<u>1,687,571</u>
CHANGE IN NET ASSETS	60,251	246,850	307,101
NET ASSETS, BEGINNING OF YEAR	<u>843,830</u>	<u>1,255,200</u>	<u>2,099,030</u>
NET ASSETS, END OF YEAR	<u>\$ 904,081</u>	<u>\$ 1,502,050</u>	<u>\$ 2,406,131</u>

	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
Gain on extinguishment of debt	-	-	-
Miscellaneous income	460	-	460
Unrealized gain on investment (loss)	-	65,487	65,487
Net assets released from donor restrictions upon expiration of proposed restrictions	119,530	(119,530)	-
Total revenue and support	<u>1,620,730</u>	<u>86,765</u>	<u>1,707,495</u>
<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
Total expenses	<u>1,750,460</u>	<u>-</u>	<u>1,750,460</u>
CHANGE IN NET ASSETS	(129,730)	86,765	(42,965)
NET ASSETS, BEGINNING OF YEAR	<u>973,560</u>	<u>1,168,435</u>	<u>2,141,995</u>
NET ASSETS, END OF YEAR	<u>\$ 843,830</u>	<u>\$ 1,255,200</u>	<u>\$ 2,099,030</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, 2021 and 2020

	2021	2020
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>		
Change in net assets	\$ 307,101	\$ (42,965)
Adjustments to reconcile change in net assets to net cash flows from operating activities:		
Depreciation	253,018	251,318
Non-cash interest expense	280	280
Gain on extinguishment of debt	(170,000)	-
Unrealized (gain) loss on investments	(187,585)	(65,487)
Changes in operating assets and liabilities:		
Prepaid expenses	(2,116)	1,884
Payroll liabilities	1,769	(2,935)
Program deposits	-	(10,134)
Designated mission funds	(33,937)	47,526
Net cash flows from operating activities	168,530	179,487
<b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>		
Purchase of endowment fund, net	(4,097)	(4,867)
Construction work in process	-	(19,089)
Purchases of property and equipment	(27,356)	(26,171)
Net cash flows from investing activities	(31,453)	(50,127)
<b>CASH FLOWS FROM FINANCING ACTIVITIES:</b>		
Borrowings on line of credit	40,000	50,000
Payments on line of credit	(40,000)	(56,000)
Borrowings on debt	-	170,000
Payments of debt	(113,059)	(81,860)
Net cash flows from financing activities	(113,059)	82,140
Net change in cash	24,018	211,500
<b>CASH</b>		
Balance at beginning of year	345,631	134,131
Balance at end of year	\$ 369,649	\$ 345,631
<b>SUPPLEMENTAL DISCLOSURES OF CASH FLOW INFORMATION</b>		
Cash paid for interest	\$ 134,448	\$ 143,850
<b>NONCASH FINANCING ACTIVITIES</b>		
Total principal reduction of debt	\$ 283,059	\$ -
Non-cash payments from extinguishment of debt	(170,000)	-
Cash payments on principal debt	\$ 113,059	\$ -

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



TRINITY LUTHERAN CHURCH  
Notes to Financial Statements  
For the Years Ended August 31, 2021 and 2020

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. Uninsured balances were \$145,589 and \$145,329 as of August 31, 2021 and 2020, respectively. 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, 2021 and 2020

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, 2021. 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 4, 2021, 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 is no balance outstanding for the years ending August 31, 2021 and 2020. The line of credit comes up for renewal on May 15, 2022.

TRINITY LUTHERAN CHURCH  
Notes to Financial Statements (continued)  
For the Years Ended August 31, 2021 and 2020

**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 during the year ended August 31, 2020. 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 and is reviewed annually by an architect. For years ending August 31, 2021 and 2020, there is no impairment deemed necessary.

**NOTE F - INVESTMENTS**

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

	2021		2020	
	Cost	Fair Value	Cost	Fair Value
Endowment Fund Pooled Trust - ELCA	\$ 1,061,114	\$ 1,336,762	\$ 1,057,017	\$ 1,145,080

**NOTE G - PROPERTY AND EQUIPMENT**

Property and equipment consists of the following:

	2021	2020	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	1,883,774	1,879,165	5-25 years
Furniture, fixtures and equipment	1,139,673	1,137,950	2-25 years
Computers	97,304	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>9,326,545</u>	<u>9,302,351</u>	
Less accumulated depreciation	<u>(5,572,135)</u>	<u>(5,341,368)</u>	
<b>Total</b>	<b><u>\$ 3,754,410</u></b>	<b><u>\$ 3,960,983</u></b>	



TRINITY LUTHERAN CHURCH  
Notes to Financial Statements (continued)  
For the Years Ended August 31, 2021 and 2020

NOTE H - LONG-TERM DEBT

Long-term debt consists of the following:

	2021	2020
Mortgage bearing interest at 3.50%, payable in monthly principal and interest installments of \$17,838. Matures May 1, 2043. Secured by Church building and land.	\$ 3,252,465	\$ 3,346,629
Note payable bearing interest at 4.75%, payable in monthly principal and interest installments of \$1,495. Matures October 15, 2021. Unsecured.	2,923	20,263
Note payable bearing interest at 1.00%, 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, which the Organization applied for in 2021, and the loan was forgiven in full. 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
	\$ 3,255,388	\$ 3,538,447

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

2022	\$ 104,766
2023	105,465
2024	109,216
2025	113,101
2026	117,124
Thereafter	2,705,716
	\$ 3,255,388

Amortization of debt issuance costs (\$280 in 2021 and 2020) are reported in the statements of revenues, expenses and other changes in net assets – modified cash basis as interest expense.

	Aug. 31, 2021	Aug. 31, 2020
Principal amount, less current maturities	\$ 3,255,388	\$ 3,538,447
Less unamortized debt issuance costs	(6,085)	(6,365)
Total long-term debt less unamortized debt issuance costs	\$ 3,249,303	\$ 3,532,082

TRINITY LUTHERAN CHURCH  
Notes to Financial Statements (continued)  
For the Years Ended August 31, 2021 and 2020

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 \$43,660 in the year ended August 31, 2021. Earnings on the Endowment Fund not waived was \$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, 2021, retirement contributions for 11 eligible employees were funded at a cost of \$39,373. During the year ended August 31, 2020, retirement contributions for 10 eligible employees were funded at a cost of \$33,632.

NOTE K - PROGRAM SERVICES AND SUPPORTING ACTIVITIES

Program services and supporting activities are summarized below:

	<u>2021</u>	<u>2020</u>
Program services	\$ 1,350,057	\$ 1,400,368
Management and general	<u>337,514</u>	<u>350,092</u>
Total expenses	<u>\$ 1,687,571</u>	<u>\$ 1,750,460</u>

NOTE L – NET ASSETS WITH DONOR RESTRICTIONS

Net assets with donor restrictions at August 31, 2021 and 2020 are available for the following purposes or periods:

	<u>2021</u>	<u>2020</u>
Debt Reduction	\$ 23,710	\$ 12,190
Building Improvements	22,863	5,560
Other Designated	996	496
Memorials to be Designated	24,466	49,040
Worship Center	63,386	13,317
Organ Fund	641	641
Endowment Funds	1,336,762	1,145,080
Scholarship Fund	8,819	8,469
Roof	7,671	7,671
Fund Raising	7,377	7,377
Capital Funds	<u>5,359</u>	<u>5,359</u>
	<u>\$ 1,502,050</u>	<u>\$ 1,255,200</u>

TRINITY LUTHERAN CHURCH  
Notes to Financial Statements (continued)  
For the Years Ended August 31, 2021 and 2020

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, 2021 and 2020.

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 \$2,462 and increases 3% each year. Rent collected under this lease was \$29,042 and \$28,684 for the years ended August 31, 2021 and 2020, respectively.

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 \$26,432 and \$26,663 for the years ended August 31, 2021 and 2020, respectively.

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

2022	\$	76,159
2023		68,012
2024		55,735
2025		42,832
2026		24,000
Thereafter		8,000
Total	\$	<u>274,738</u>

NOTE N - LEASE COMMITMENTS

The Church leases copiers. Rental expenses under these leases totaled \$23,988 and \$19,687 for the years ended August 31, 2021 and 2020, respectively. The copier lease expires in January 2024.

The Church also leases a postage machine. Rental expense under this lease totaled \$365 and \$347 for the years ended August 31, 2021 and 2020, respectively. The postage machine lease expired in September 2020 and continues month to month until cancelled.

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

2022	\$	23,988
2023		23,988
2024		9,995
Total	\$	<u>57,971</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, 2021 and 2020

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, 2021.

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, 2021 and 2020 as follows:

Fair Value Measurements at Reporting  
Date Using:

<u>August 31, 2021</u>	<u>Fair Value</u>	<u>Quoted Prices in Active Markets for Identical Assets and Liabilities (Level 1)</u>	<u>Significant Other Observable Inputs (Level 2)</u>
ELCA Fund A	\$ 1,336,762	\$ -	\$ 1,336,762
Long-term debt	3,255,388	3,255,388	-
Total	<u>\$ 4,592,150</u>	<u>\$ 3,255,388</u>	<u>\$ 1,336,762</u>
 <u>August 31, 2020</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>

TRINITY LUTHERAN CHURCH  
Notes to Financial Statements (continued)  
For the Years Ended August 31, 2021 and 2020

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, 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>
September 1, 2020	Donor-Restricted Endowment Funds	\$	1,145,080
	Contributions		4,097
	Unrealized Gain		<u>187,585</u>
August 31, 2021	Endowment Net Assets	\$	<u>1,336,762</u>

TRINITY LUTHERAN CHURCH  
Notes to Financial Statements (continued)  
For the Years Ended August 31, 2021 and 2020

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.

	<u>2021</u>	<u>2020</u>
Financial assets at year-end	\$ 1,706,411	\$ 1,490,711
Less those unavailable for general expenditures within one year, due to:		
Donor-restricted for endowment funds	<u>1,336,762</u>	<u>1,145,080</u>
Financial assets available to meet cash needs for general expenditures within one year	<u>\$ 369,649</u>	<u>\$ 345,631</u>

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, 2021 and 2020.



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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 2020 and 2021.

Trinity ended its fiscal year on August 31, 2021.

A "Balance Sheet Summary" on Page 44 compares assets, liabilities and equity for the fiscal years ending 8/31/2020 and 8/31/2021. This presents more detail than the CPA's Balance Sheet included on page 29.

The "Fiscal Year-End Summary of Income & Expense," on page 45, shows the budgeted and actual amounts for income and expenses for Fiscal Year 2021. The Change in Net Assets matches the amount shown as Unrestricted Change in Net Assets on page 30.

Included for your information is a report from the Treasurer on page 46.

The "Fiscal Year 2022 Proposed Ministry Budget" is presented on page 47. 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, 2021	Aug 31, 2020
<b><u>ASSETS</u></b>		
<b>Current Assets</b>		
<b>    Cash Accounts</b>		
Checking, Money Market & Savings Accounts - General	302,878	292,070
Savings Account - Current Year Endowment	43,160	41,470
Debt Reduction Funds	23,610	12,090
Investment Account-Trinity Endowment (ELCA Fund)	1,336,762	1,145,080
Accounts Receivable/Prepaid Expenses	2,641	525
<b>Total Current Assets</b>	<b>1,709,051</b>	<b>1,491,235</b>
<b>Fixed Assets</b>		
Land	1,130,528	1,130,528
Buildings	4,557,755	4,557,755
Work in Progress	0	19,089
Furniture & Fixtures	3,617,675	3,593,762
Passenger Van	26,672	26,672
Accumulated Depreciation	-5,572,135	-5,341,368
<b>Total Fixed Assets</b>	<b>3,760,495</b>	<b>3,986,438</b>
<b>Other Assets</b>		
Master Plan Design Fees	336,085	336,085
<b><u>TOTAL ASSETS</u></b>	<b>5,805,631</b>	<b>5,813,758</b>
<b><u>LIABILITIES</u></b>		
<b>Current Liabilities</b>		
<b>    General Funds Held For Future Disbursement</b>		
Designated Gift Funds	141,069	61,182
Memorial Funds (Not Yet Designated)	25,245	49,465
Temporary Funds	0	0
Misc donations for mission trips & outreach	125,568	159,505
Payables (including payroll liabilities)	18,544	16,775
Operations Cash Flow Line of Credit	0	0
Endowment Earnings Available: Current Yr & Next Yr	43,160	41,470
Board Restricted Reserves	120,000	120,000
<b>Total Current Liabilities</b>	<b>473,586</b>	<b>448,397</b>
<b>Long Term Liabilities</b>		
Mortgage - Thrivent Financial	3,252,465	3,346,629
Bank Loan - Lighting	2,923	20,263
Bank Loan - Phone System	0	1,555
<b>Total Long Term Liabilities</b>	<b>3,255,388</b>	<b>3,368,447</b>
<b><u>EQUITY</u></b>		
Investments - Endowment Fund	1,336,762	1,145,080
Net Assets	851,834	973,560
Current Year Change in Net Assets	-111,939	-121,726
<b>Total Equity</b>	<b>2,076,657</b>	<b>1,996,914</b>
<b><u>TOTAL LIABILITIES AND EQUITY</u></b>	<b>5,805,631</b>	<b>5,813,758</b>



# FISCAL YEAR-END SUMMARY OF INCOME & EXPENSES

<u>Operating Summary</u>	<b>FY 2021 Actual</b>	% of	<b>FY 2021 Budget</b>
OPERATING INCOME:	Sep '20 - Aug '21	Budget	Sep '20 - Aug '21
Contributions - General	\$ 1,324,771	100%	\$ 1,326,000
Contributions - Restricted	7,310	22%	32,500
Mission Revenue	49,961	49%	101,100
Released from Endowment	41,470	100%	41,470
Croix Center Rent	55,474	101%	55,116
Rental Income	39,161	112%	35,000
USPS Facility Rent	24,000	100%	24,000
Fees and Payments	33,485	51%	66,075
Misc. Income	-		-
Extraordinary Income	-		60,000
<b>TOTAL OPERATING INCOME</b>	<b>\$ 1,575,631</b>	90%	<b>\$ 1,741,261</b>
<u>OPERATING EXPENSE:</u>			
All Personnel Expenses	921,902	96%	\$ 955,890
Finance, Facilities, Operations	253,716	90%	283,011
Loan Interest	134,551	95%	141,343
Communications	3,341	51%	6,500
ELCA Mission Support	30,000	100%	30,000
Other Benevolence	10,000	100%	10,000
Missions	49,961	49%	101,100
Children / Youth / Family	10,102	36%	28,340
Lifelong Faith Formation	5,703	108%	5,275
Groups and Teams	19,302	71%	27,100
Worship	14,692	62%	23,710
<b>TOTAL OPERATING EXPENSE</b>	<b>\$ 1,453,269</b>	90%	<b>\$ 1,612,269</b>
Operating Surplus (Deficit)	<b>\$ 122,363</b>		<b>\$ 128,992</b>
<u>Capital Summary</u>			
<u>CAPITAL FUNDS:</u>			
Capital Funds	-		7,500
<b>TOTAL CAPITAL FUNDS</b>	<b>-</b>		<b>\$ 7,500</b>
<u>CAPITAL EXPENSES:</u>			
Mortgage Principal	\$ 94,061	107%	\$ 87,589
Staff Technology Upgrade	16,218		15,000
Worship Technology Upgrade	4,806		25,000
Other	6,332		7,500
<b>TOTAL CAPITAL EXPENSES</b>	<b>\$ 121,417</b>	90%	<b>\$ 135,089</b>
Capital Surplus (Deficit)	<b>\$ (121,417)</b>	95%	<b>\$ (127,589)</b>
<b>Operating Surplus (Deficit)</b>	<b>\$ 122,363</b>		<b>\$ 128,992</b>
Less: Capital Surplus (Deficit)	<b>(121,417)</b>	95%	<b>(127,589)</b>
<b>Total Surplus (Deficit)</b>	<b>\$ 946</b>	67%	<b>\$ 1,403</b>
<b>Adjustment to tie to CPA Report: Page 30</b>			
OPERATING INCOME (from above)	\$ 1,575,631		
CAPITAL FUNDS (from above)	-		
<b>TOTAL INCOME</b>	<b>1,575,632</b>		
add: Deferred Endowment Earnings	42,160		
add: Gain on forgiveness of debt	170,000		
<b>Adjusted Income</b>	<b>1,787,792</b>		
Total Operating Expenses (from above)	1,453,269		
add: Depreciation Expense Annual allocation	253,018		
CPA's reclass of Operating Expenses	21,254		
<b>TOTAL EXPENSES</b>	<b>1,727,541</b>		
<b>CHANGE IN NET ASSETS</b>	<b>\$ 60,251</b>		

# TREASURER'S REPORT

We ended fiscal year 2021 in a surplus position of \$946 which is \$457 under budget compared to a surplus of \$2,752 last fiscal year end. Results include an expenditure of \$16,000 to complete a staff computer technology upgrade, started at the end of last fiscal year. Total contribution income for the fiscal year is only \$1,200 less than budgeted and \$27,000 ahead of last year. Total income for the year is \$165,000 under budget, \$22,000 ahead of last year. \$33,000 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 \$160,000 under budget and \$14,000 less than fiscal year 2020. Personnel expenses are \$34,000 under budget due to partial year staffing vacancies. Loan interest expense was \$7,000 under budget because of an interest rate reduction. Our mortgage with Thrivent is a 3-year variable interest loan. Missions expense was \$50,000 under budget due to cancelation of the youth mission trip to Puerto Rico, due to concerns related to COVID-19. Facilities and operational expenses are \$30,000 under budget, \$19,000 less than last year, driven by reduced costs in insurance, snow removal and COVID-19 related reductions in costs.

The balance on our operating line of credit with First State Bank and Trust of Bayport stands at \$0 as of early November 2021! We have not carried a balance in the line since December of 2020.

The loan of \$170,000 that we received through the SBA Paycheck Protection Program (PPP) has been fully forgiven. The use of these funds to maintain full employment of our staff throughout the loan

period allowed the Congregational Council to authorize \$120,000 of other contribution income to be set aside as board restricted reserves. The \$60,000 of reserves budgeted in FY 2021 for possible use did not need to be applied to balance the budget.

In FY 2021 Trinity's aging desktop-based church management software was replaced with a new, web-based system that offers a secure, private cloud to store data as well as provide additional financial tools, a facilities calendar, member directory, online registration and automated giving system 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 \$41,470 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 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 in managing the church's finances. We also want to give special thanks to the members of the Finance Team and Stewardship Team for all their time and hard work over this past year.

Lastly, Trinity has now finished five straight years with a surplus which would not be possible without the continued generosity of our congregation members and the unexpected gifts from friends of the church. Thank you!

**Andrew Thelander**  
Finance Team Chair  
thelander.familia@gmail.com

**Bill Bjorum**  
Treasurer  
bjorumsail@aol.com

## 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, 2021, the market value of Trinity's Endowment Fund stood at \$1,336,762. Earnings from the fund, distributed back to Trinity in FY 2021, amounted to \$42,160, which will be released to earnings in FY2022. Earnings of \$41,470, received in FY2020 were released into earnings in FY2021 and were 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 who's many and generous gifts have made this financial tool a valuable asset for Trinity.

# FISCAL YEAR 2022 PROPOSED MINISTRY BUDGET

	<b>Proposed FY 2022 Budget Amounts</b>
<b>OPERATING</b>	
	<b>OPERATING INCOME:</b>
	Contributions - General 1,354,800
	Contributions - Restricted 77,500
	Mission Revenue 60,000
	Released from Endowment 42,160
	Croix Center Rent 55,976
	Rental Income 55,100
	USPS Facility Rent 24,000
	Fees and Payments 51,950
	Misc. Income -
	<u>\$ 1,721,486</u>
	<b>TOTAL OPERATING INCOME</b>
	<b>OPERATING EXPENSES:</b>
	All Personnel Expenses 1,008,000
	Admin (Finance, Facilities, Operations) 249,750
	Loan Interest 113,683
	Communications 6,000
	ELCA Mission Support 30,000
	Other Benevolence 10,000
	Missions 60,000
	Children/Youth/Family Faith Formation 16,575
	Adult Lifelong Faith Formation 4,775
	Groups and Teams 26,550
	Worship and Music 23,900
	<u>\$ 1,549,233</u>
	<u>\$ 172,253</u>
	<b>OPERATING Surplus or (Deficit)</b>
<b>CAPITAL</b>	
	<b>CAPITAL FUNDS:</b>
	Capital Funds - Other 21,900
	<u>\$ 21,900</u>
	<b>TOTAL CAPITAL FUNDS</b>
	<b>CAPITAL EXPENSES:</b>
	Mortgage Principal 115,273
	Technology Upgrade - Worship Center 70,000
	Other Capital Projects 7,500
	<u>\$ 192,773</u>
	<u>\$ (170,873)</u>
	<u>\$ 1,380</u>
	<b>Capital Surplus or (Deficit)</b>
	<b>Total Surplus or (Deficit)</b>



# REPORT OF THE NOMINATING COMMITTEE

TRINITY LUTHERAN CHURCH  
ANNUAL MEETING  
November 21, 2021

Erica Kanewischer  
Tom Olsen  
Doug Johnson

The Nominating Committee sought input from Council leadership and the Pastors regarding two Congregational Council seats.

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.

## NOMINATIONS

For the seat currently held by Mel Sullivan, the committee nominates Jill Longnecker. Ms. Longnecker is eligible to serve two complete terms. Andrew Thelander has agreed to be nominated for a second term.

## NOMINATING COMMITTEE NOMINATIONS

In addition, the committee recommends the following names as the 2022 Nominating Committee: Erica Kanewischer, Mel Sullivan, and 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



## Jill Longnecker

I am a lifelong member of Trinity. It is difficult for me to put into a short bio just how much 50 years of being a member here means to me. From some of my earliest childhood memories worshipping with my grandparents and parents, to marrying my husband Josh and raising our three kids (one now also married at Trinity), to looking forward to baptizing our first grandchild at Trinity in a few months. I have always been proud and grateful to call Trinity my church home.

I have appreciated years of fellowship and faith building with groups and teams such as Mexico Missions, Last Sunday Supper, GLOW / AWE events, Couples Ministry, and the Drive-In Worship greeting / ushering team. However, I have also participated on many committees and planning teams as Trinity made changes and decisions about its future. I was privileged to work on the Opening Doors Team, the 2020 Faith and Family Team, the Transition Team, and the Senior Pastor Call Committee (which called Pastor Chris).

Professionally, I have worked in the Banking and Finance Industry for over 29 years. I have spent the last ten years within Auditing, as a Certified Fraud Examiner and a Certified Internal Auditor. My role requires me to be objective, as well as analytical. I am known for my integrity and reliability.

I am honored to be a Council Nominee. If I am elected, I will work to the best of my ability to serve the congregation.



## Andrew Thelander

I am a husband, father, financial advisor, volunteer, educator and aspiring philanthropist. My wonderful wife and our two sweet boys have proudly called Trinity home since 2017 and we have been residents of Stillwater since 2015.

In my line of work, I am able to help others achieve clarity in their financial lives by thoughtfully understanding each client's individual goals, values and aspirations. For most clients, their main focus is understandably around their retirement but my passion both personally and professionally is around philanthropy. My passion in philanthropy is about making a commitment to one's most important beliefs and values.

## Sample Ballot

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TRINITY LUTHERAN CHURCH  
Stillwater, Minnesota  
November 21, 2021

NOMINEE(S) FOR CONGREGATIONAL COUNCIL

### BALLOT

#### VOTE FOR (2)

- Jill Longnecker (3-year term)
- Andrew Thelander (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)