

ARVADA COVENANT CHURCH

CONGREGATIONAL MEETING MINUTES

DATE	June 22, 2025	MEETING TYPE	Congregational Meeting	SECRETARY	Sara Brown
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AGENDA ITEM	NOTES	OWNER
Call to order and opening prayer	<p>Leadership Team Chair, Susan Palmer, called the Congregational Meeting to order at 10:30am with 104 members present, 13 friends, and 2 unknown of Arvada Covenant Church (ACC). Susan provided a welcome and thanked the congregation for a strong turnout.</p> <p>Leadership Team Treasurer, Steve Smee, led the Opening Prayer.</p>	<p>Susan Palmer Steve Smee</p>
New Member Presentation and Vote	<p>New members Michaela Campbell, and Kelly and Laurel Henry were presented.</p> <p>ACTION: The new members were affirmed and welcomed by a unanimous voice vote.</p> <p>Susan outlined the process for becoming a member of ACC, including the attendance at a membership class and meeting with a member of the Leadership Team.</p>	<p>Susan Palmer</p>
Nominating Team New Members Vote	<p>Leadership Team Vice-Chair Brian Rodriguez presented the candidates for the Nominating Team, Steve Erickson and Shannon Jenkins.</p> <p>Brian invited the congregation to cast their vote on the paper ballots to affirm these appointments on the Nominating Team.</p> <p>ACTION: Steve Erickson and Shannon Jenkins were approved by ballot.</p>	<p>Brian Rodriguez</p>
Financial Update and Budget Vote	<p>Pastor Jodi provided a financial update and first drew attendee attention to the balance sheet which compares the church's financial condition year-over-year. Total current assets decreased by \$137,000, mainly due to paying off part of the mortgage and operating with a \$78,000 budget deficit.</p> <p>Under liabilities, we paid \$126,000 in principal on the NCP loan this year. The loan matures in 2040 and holds a balance as of May 31, 2025 of \$1,357,221. Our current interest rate is 5.75% with the next adjustment occurring January 1, 2026.</p>	<p>Jodi Moore</p>

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	<p>Regarding net assets, Jodi discussed the two types including unrestricted assets which can be used freely and temporarily restricted which must be spent according to donor or Leadership Team restrictions.</p> <p>Current Temporarily Restricted funds include:</p> <ul style="list-style-type: none"> • Building and Grounds Reserve - \$104,000. This fund was used to replace sanctuary and youth room windows (\$55,000), consulting on the VanBibber retaining wall (\$7,000), and fixing rubber roof membranes (\$14,000). Additional maintenance bids were gathered but projects were deferred due to high costs. These included the retaining wall and HVAC system replacement, totaling \$1 million. An upcoming project, the fire suppression system repair, will cost \$24,000. • Worship Reserve - \$9,647 was spent on a planned expense of replacing the sound equipment. Thanks to a group of volunteers, an additional \$15,000 was saved by handling the installation internally. <p>The FY 2024–25 budget overview was presented. Jodi reminded the congregation that there was a \$78,000 projected deficit due to mortgage payments, health insurance premiums, and building repairs. Year-to-date, revenue is \$1,366,896 and expenses \$1,406,927 with an operating loss of approximately \$40,000. This loss is less than projected, indicating strong expense management by staff.</p> <p>Pastor Jodi presented next year’s budget with a projected revenue of \$1,493,000 (+2% or \$29,000 increase) and undesignated contributions of \$1,390,000. If giving stays the same, the shortfall will be approximately \$80,000. Reserves will be used to cover a deficit, if needed.</p> <p>Jodi noted additional giving decreases due to the loss of several large givers due to death, moving, or church changes. Additionally, new attendees take time before they become regular givers.</p> <p>To balance the budget, Jodi presented that we will cut building maintenance reserves, move all benevolence spending to restricted funds, and cut in several other categories (noted by parentheses in the congregational meeting handout).</p> <p>Looking ahead, the undeveloped south property is for sale and if sold and debt is paid off, \$144,000 that is currently expended on the mortgage could be freed up annually. Additionally, the pastors are working on a plan to encouraged increased giving.</p> <p>Congregational meeting questions were answered.</p> <p>ACTION: The fiscal year 2025/2026 budget was approved by voice vote.</p>	

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<p>Sale of Property Why Sell? Property Task Force (PTF) Update/Survey</p>	<p>Why Sell?</p> <p>Leadership Team Member, Ed Stehouwer, presented an update on the building survey he conducted. This survey studied the church facility and components of the building and grounds with a life expectancy of 20-25 years or less. For example, this study included the HVAC, carpet, ceiling tile, etc. The completed study had 500 lines and evaluated what it would take to replace these components, with related life expectancies. This information informs the value and importance of building reserve funds.</p> <p>Ed reports that the results of the study indicate a current wear and tear totaling \$3,000,000 with additional accrual every year. Furthermore, a contribution of \$200,000 is required to be saved every year to maintain the building in decent condition. This should have been a yearly savings since the building opened, however, there is currently \$0 in the building reserve with no additional yearly contributions.</p> <p>On behalf of the Leadership Team, Ed shared that it is critical to sell the undeveloped south property because we can free ourselves from the mortgage payment and begin to correct our lack of contributions to the building reserve fund.</p> <p>Property Task Force (PTF) Update/Survey</p> <p>Ken Boggs provided an update on the potential land sale and four current offers. The PTF is evaluating priorities and following up on these offers.</p> <p>Scott Brown presented a letter from the Property Task Force and invited the congregation to complete the attached survey about preferences for sale of the land and place the survey in the basket before leaving the congregational meeting.</p>	<p>Ed Stehouwer Ken Boggs/Scott Brown</p>
<p>Pastoral Report</p>	<p>Co-Lead Pastors, Brian and Jodi, highlighted both challenges and encouragements since the last congregational meeting.</p> <p>We have experienced high engagement with the message series and small groups, highlighting the fact that this is a congregation that likes to learn and be together. Brian thanked anyone who has led a class or small group.</p> <p>Karen Baer and Greg Hyman were thanked for their work on the Serve Locally and Serve Globally programs here at ACC.</p> <p>Jodi shared that our guest retention has been strong, in part due to the Try3 program. Jodi thanked our welcome team for making ACC a hospitable place.</p> <p>Jodi highlighted four support groups that have come alongside our congregation to offer care and support. These include Parents of LGBTQIA+ Children, Grief Share, Divorce Care, and Care for the Caregiver.</p>	<p>Jodi Moore and Brian Rhen</p>

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	<p>In terms of challenges, we as a body hold different cultural and political ideologies. This can cause tension, and we are trying to hold all of that while holding the gospel.</p> <p>Jodi and Brian ended their remarks by sharing the Covenant denomination's affirmations, highlighting The Reality of Freedom in Christ.</p>	
<p>Adjournment and Closing Prayer</p>	<p>Leadership Team Chair, Susan Palmer, shared results of the ballot votes as follows:</p> <ul style="list-style-type: none"> • Nominating Team – 92 approval, 2 disapproved • Budget – 97 approval, 1 disapproval <p>Leadership Team Secretary, Sara Brown, prayed to close the meeting. The meeting was adjourned at 11:45am</p>	<p>Susan Palmer and Sara Brown</p>