

# 2020 Annual Report

## Salem Lutheran Church

January 31, 2021

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# SALEM LUTHERAN CHURCH ANNUAL MEETING AGENDA

January 31, 2021

Opening Prayer and Devotion — Ephesians 4:11-16	Pastor Cynthia
Presentation of Minutes from Annual Congregational Meeting, January 26, 2020	Lynn Ross
Thanks & Recognitions	Lynn Ross
Review of 2020 Financials	Joyce Benedict
Presentation of Proposed Council Positions	Lynn Ross
• David Bowen (3-year term)	
•	
•	
Synod Assembly Representatives, Virtual, June 4-5	Pastor Cynthia
• Larry and Peggy Beerbohm	
• Youth representative	
• + 2 alternates	
Presentation of Proposed Endowment Bylaws	Jim Nicholson
Presentation of Proposed Committee Members	Lynn Ross
• Jen Beutel	
• Jim Nicholson	
• Jim Rehor	
Call Committee Update	Cindy Harmison
Presentation of 2021 Proposed Budget	Lynn Ross & Tanya Trana
Stewardship Campaign	Tanya Trana
Adjourn, The Lord's Prayer	Tanya Trana

## NOTES:

- Due to the coronavirus pandemic this is a hybrid meeting with both in-person and virtual attendees. 20% of voting members constitutes a quorum and will be determined from in-person and identified virtual participants.
- All voting will be by written ballot and require a simple majority of votes for approval.
- Ballots should be submitted to the church office by 5:00 p.m. on Monday, February 8, 2021.

**Salem Lutheran Church  
Annual Congregational Meeting  
Sunday, January 26, 2020**

Quorum is minimum of 35.  
We have approximately 60-plus for meeting.

President Greg Beutel called the meeting to order at 11:42 am.  
Interim Pastor Cynthia Schnaath opened with a prayer and sharing part of the message from ELCA Presiding Bishop Elizabeth Eaton as found in the Annual Report.

**Approval of Special Congregational Meeting Minutes from January 13, 2019**

Review of minutes  
Lynn Ross motioned to approve. Jen Beutel seconded.  
Voice vote taken. Motion passed.

**Approval of Annual Meeting Minutes from January 27, 2019**

Review of minutes.  
Lynn Ross motioned to approve. Scott Hahn seconded.  
Voice vote taken. Motion passed.

**Thanks and Recognition**

Heather Lewis, Emily Nelson-Dixon, Shari Van Baale, and Mikki Lawrence were thanked for stepping in and filling gaps during the transition after Pr Dave's departure in August, while we had pulpit supply, and as we transitioned with Pr Cynthia as the interim.

Also thanked the many involved with work around the properties after the sale of the buildings earlier in 2019.

**Review of 2019 Financials**

Lynn Ross presented the 2019 Financials.  
Jen Beutel motioned to approve. Vance Thomas second.  
Voice vote taken. Motion passed.

**Election of Council Positions**

Ballots distributed.  
Ray Burchfield, 3-year term  
Vance Thomas, 3-year term  
Tanya Trana, 2nd 3-year term  
63 ballots received voted for all three, 2 ballots received for a mixed vote of candidates.

**Synod Assembly**

Donna and Ray Burchfield have volunteered to be the representatives at the June 4-6, 2020 dates for the Synod Assembly in St. Louis, MO. Anyone interested in being an alternate should talk with Pr Cynthia or Lynn Ross.

**Ministry Highlights 2019 video**

**Interim Covenant**

Joint reading and response with Pr Cynthia, congregation, and council participation.

(continued on next page)

# Annual Meeting Minutes (cont.)

## Annual Budget for 2020

Lynn Ross presented a 4-month partial year budget.

Council and Finance agreed to present a 4-month budget, take into consideration the stewardship campaign results and discernment discussion feedback, and return on April 26, 2020 with a special congregational meeting to review the year's remaining budget.

Council to review available options for closing the budget gap.

Questions and answers around the endowment fund and endowment fund dividend earnings were raised.

Only the congregation can vote to use funds from the endowment fund. The endowment fund is designed to not be used for operational expenses.

To be conservative, monies from endowment fund dividend earnings were not used in creating the 4-month budget. This is primarily due to the Endowment Team roles and responsibilities not yet being finalized.

Jim Roy motioned to approve the 4-month budget as presented.

Lynn Ross seconded.

Voice vote taken. Motion passed.

## Next Steps

Jim Roy shared the Stewardship plan for early 2020.

Stewardship campaign is from 1.26.2020 through 2.23.2020

What Does Salem Mean to Us? is the theme this year.

The people of Salem are the answer.

This is your Salem.

What is in your heart?

Discernment Discussions will be held Sundays through February and March.

Open forum discussion, conversation starters but no formal presentation planned.

Notes gathered each week will be shared with Council in direct feedback for planning and work toward the remaining budget.

Saturday, Feb 29 = "LEAP into Salem's future"

Working and goal setting session with Council, Staff, Ministry Teams, and Congregation.

Special Congregational Meeting set for Sunday, April 26, 2020 at 11:45 am.

Meeting business: Finalize the budget for the remainder of the year.

## New Business

Question on by-law changes and processes.

Process includes council approval then synod approval. Upon return from synod, then the congregation can vote for by-law changes. Council has the topic of by-law proposed changes on business agenda.

No other new business was presented.

Motion to Adjourn by Jen Beutel. Vance Thomas and Scott Hahn seconded. Motion passed.

The meeting adjourned at 12:26 pm with the Lord's Prayer.

# Pastor's Annual Report

Last year for Epiphany I handed out star words. My word was "WONDER," and wonder I did in all that happened this year. There were so many challenges for all of us.

- Changes in staff
  - Emily Nelson Dixon and Mikki Lawrence resigned
  - I truly appreciate Kathy Kostroske stepping up and training office administrators
  - I don't know what I would have done without Heather Lewis and Shari Van Baale
  - The council and many volunteers stepped in to make the transition happen
- Moving out of the church buildings
  - I think for all members this was a painful process, but one we needed to make a final decision about
  - I am thankful for all who helped move items to the storage unit and to Koinonia Hall and for the sale that we had, and as we continue to live into the new reality of how we move forward it is one step at a time
  - Thanks to everyone who helped set up our worship space at Central Baptist Theological Seminary
- The Transition Team completed their work and the Call Committee is in place
  - The Call Committee has sent into the Central States Synod our mission site profile
  - We have received names and the Call Committee is making interviewing progress
    - Call Committee members are
      - Cindy Harmison, chair
      - Peggy Beerbohm
      - Kris Burki
      - Jared Heald
      - Jim Roy
      - Zachary Wallenburg
      - Steve Wise
- Worship
  - In Heather's report you can see the manner in which we have provided worship
  - So many volunteers have blessed us by stepping up to assist with our services when we were in person and when we have been recording our YouTube videos
  - Special thanks to William Canady, our band members, the praise band, and Sarah Edeal
- Outreach
  - Pantry Pack — special thanks to Charlotte Wallenburg in moving to Koinonia Hall and the volunteers each morning and evening
  - Thanks to those who provide food for the Gathering Table and to Lorel Brown and her family
  - Much thanks for the donations to the MLM Christmas Store, hats and gloves, and other items
- The Fellowship Team
  - Assisted with Confirmation and First Communion, serving treats and drinks safely
  - Thank you for putting together (thanks to the Women's Bible Study group) the Advent bags and delivering them to households of the congregation

In the midst all that has gone on this year we have we have adapted, and I feel we have done well. There was a lot this past year that we missed, but there were also a lot of things that changed for the better. I wonder what 2021 will bring to us. Whatever it is, it will be change, and hopefully in a direction that God is calling us into. We should pray for God to break in and be with us. I pray we will be open to God's spirit and the new possibilities.

Blessings, my siblings in Christ!  
Pastor Cynthia Schnaath

# Congregational Council President's Report

Greetings Brothers and Sisters,

In January we received star words. Mine was "CLARITY," which I welcomed; I imagined 2020 would provide clarity for Salem and welcomed a little personal clarity, as well. I am not sure anyone got the word "UNPRECEDENTED," because that was, in fact, the word for the year.

At the 2020 annual meeting it was not clear what Salem's future might look like; we had an annual budget with an \$83K deficit, and so we presented the congregation with a four-month budget and a challenge to come back with a balanced budget in April. The congregation would have some tough decisions to make.

Salem has grappled with what to do about our facilities for a number of years. In 2019 we sold our sanctuary and fellowship buildings to Narthex and were renting them back. Ultimately the council realized there was no alternative to our financial constraints but to break the lease and find an alternate (less costly) worship location. We notified Narthex of our intent to terminate the lease, effective Aug. 31.

At the same time the entire world was being impacted by the COVID-19 pandemic. Salem was forced to suspend in-person activities in March to comply with local health department mandates. Salem's dedicated staff were quick to figure out a plan for us to worship online and provided activities and materials for the Salem family to stay connected even though we couldn't be together.

COVID-19 has caused the economic future both locally and nationally to become unsteady. Unemployment climbed and all Americans felt their own livelihoods were in jeopardy. Our Pantry Pack program was considered "essential," and Salem rose to the occasion, providing food assistance to an increasing number of families.

As the weather improved, the number of COVID-19 cases locally decreased. We learned good practices to limit or prevent the spread of the virus, and so, in June Salem was able to resume in-person activities with mask wearing and "social distancing," which included in-person worship. We made plans to say farewell to the buildings that had been our home for nearly 100 years.

The plans to vacate the sanctuary and Luther Hall buildings included a tremendous effort to clean out many years of accumulation — to decide what to keep, what to sell or give away, and what could be disposed of. This was a herculean task that a small army of dedicated Salem members took on. There were multiple garage sales and we were able to sell a considerable amount to the church taking over the buildings.

At the end of July a Call Committee was formed, and we were able to kick off the work to call a new pastor.

The last few Sundays on the familiar corner in Old Town Lenexa were busy. We were able to have First Communion for those who had missed out in the spring, affirm the faith of four young adults, and conclude on Aug. 30 with a beautiful outdoor worship service, followed by an open house at our new worship space at the Baugh-Marshall Chapel at Central Baptist Theological Seminary.

We continued in-person worship at the Baugh-Marshall Chapel through Thanksgiving, when the local infection rates for COVID-19 had reached a point that we decided to suspend in-person worship, and so finished the year, including Advent and Christmas, worshipping online. Thanks again to the dedication of staff, musicians, and worship volunteers.

Although 2020 did not provide the "CLARITY" I imagined, it is clear that Salem has a devoted and talented staff, that this community has dedicated leaders and volunteers, and this year has proven that we are equipped to continue proclaiming the Good News and serving the world.

Lynn Ross  
Outgoing Council President

## Council Candidates Bios

### David Bowen (3-year term)

My wife Sharon and I first attended Salem in the fall of 2013 and have been mission partners since spring of 2014. We really love the people at Salem and have enjoyed being active members. I am currently active in the worship music ministry and help when I can with various building and facilities related maintenance issues. Sharon is active in Altar Care and helps with maintaining the building landscaping. We also have enjoyed participation in the various fellowship activities.

Sharon and I have been married for 43 years and have two adult children, Nicole and Eric, and four wonderful granddaughters: Claire, Emma, Olivia, and Kennedy.

I am looking forward to the opportunity of serving on council and assisting with supporting Salem's' vision and mission as a church.



## AMONG OUR PEOPLE

	2020	2019
<b>Member Households</b>	138 (5 inactive)	146 (9 inactive)
<b>Baptized Members</b>	330	344
<b>Confirmed Members</b>	262	272
<b>Students Confirmed</b>	4	2
<b>1st Communion Students</b>	5	8
<b>Weddings Performed</b>	0	0
<b>Memorial Services</b>	0	2
<i>Attendance Information:</i>		
<b>Avg. Weekly Attendance (in-person)</b>	81 (207 out of 332 participated in worship)	133 (303 out of 344 participated in worship)
<b>Avg. Weekly Attendance (online)</b>	317	N/A
<b>Ash Wednesday</b>	93 (15 at Glitter Ash and 78 at evening service)	143 (40 at Glitter Ash and 103 at evening service)
<b>Avg. Lenten Service</b>	(attendance not recorded)	59
<b>Maundy Thursday</b>	(attendance not recorded)	119
<b>Good Friday</b>	(attendance not recorded)	112
<b>Easter Sunday</b>	(attendance not recorded)	Sunrise (9), 277
<b>Avg. Advent Service</b>	(49 for online Holden Evening Prayer)	46
<b>Christmas Eve</b>	(online only) 189 traditional, 222 contemporary	242 (5 p.m.-111 7:30 p.m.-96, 10 p.m.-35)
<i>Members Received</i>		
<b>Baptized</b>	3 children	2 children
<b>Affirmations</b>	0 confirmed, 0 youth	4 (3 confirmed, 1 youth)
<b>Transfer In</b>	1 (1 confirmed, 0 youth)	11 (8 confirmed, 3 youth)
<b>Re-instated</b>	1 confirmed	2 confirmed
<i>Members Released</i>		
<b>Transfer Out</b>	3 (3 confirmed, 0 youth)	7 (6 confirmed, 1 youth)
<b>Removals / Withdrawals</b>	13 (10 confirmed, 3 youth)	14 (12 confirmed, 2 youth)
<b>Deaths</b>	3 adults	3 adults
<b>Adjustments to Records</b>	none	none

Salem Lutheran Church  
**Balance Sheet**  
Consolidated - December 2020

	Current Year
<b>ASSETS</b>	
<b>BANK ACCOUNTS</b>	
<b>CHECKING ACCOUNTS</b>	
BMO CHECKING ACCOUNT	
GF Checking Account	\$3,779.11
Pr Discretionary Checking	1,369.72
Design Team Checking	84.83
Endowment Fund Checking	32,021.98
Building Fund Checking	14,826.15
Mem Fund General Checking	1,331.56
Mem Scholarship Ckng	1,100.00
Mem Ministry Ckng	96.04
Mem Facility Ckng	3,057.98
Thrivent Choice Ckng	2,551.90
Pantry Pack Checking	15,014.94
Children's Other Ckng	5.00
VBS Checking	225.97
Teen Fundraising Checking	1,715.90
Salem Sister's Checking	879.06
Salem' Men's Checking	1,232.21
Altar Guild Checking	191.44
Altar Guild - Restricted	868.58
KC Service Netwrk Ckng	197.42
Hope Builders Ckng	200.00
Property Sale Checking	6,626.27
Hall Estate Checking	31,243.18
Meredith Ministry Checkin	23,759.20
Subtotal Bmo Checking Account	142,378.44
Subtotal Checking Accounts	142,378.44
<b>SAVINGS ACCOUNTS</b>	
Thrivent - Mission Fund	20,000.00
Thrivent - Building Fund	24,866.59
Subtotal Savings Accounts	44,866.59
Subtotal Bank Accounts	187,245.03
<b>PREPAIDS</b>	
PREPAID - MISC	460.00
<b>INVESTMENTS</b>	
<b>ENDOWMENT FUNDS</b>	
ENDOWMENT FUND OF ELCA	571,558.19
MEREDITH MINISTRY FUND	175,000.00
Subtotal Investments	746,558.19
<b>TOTAL ASSETS</b>	<b>\$934,263.22</b>
<b>LIABILITIES</b>	
<b>LONG-TERM LIABILITIES</b>	
<b>MORTGAGES &amp; LOANS</b>	
PPP Loan Liability	\$48,007.50
TOTAL LIABILITIES	48,007.50
<b>FUND BALANCE</b>	
Fund Balance	\$886,255.72
<b>TOTAL EQUITY</b>	886,255.72
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$934,263.22</b>

Salem Lutheran Church  
Income and Expense Statement

Consolidated SUMMARY - December 2020

	2020 Year to Date	2020 Annual Budget	2020 YTD Budget Difference	2019 Year to Date	2021 Annual Budget
<b>INCOME</b>					
CONTRIBUTION INCOME	269,103.73	350,000.00	(80,896.27)	337,868.94	280,000.00
DESIGNATED CONTRIBUTIONS	210,518.73	1,250.00	209,268.73	39,808.08	850.00
INTEREST INCOME	41,851.26	0.00	41,851.26	8,678.41	15,000.00
PROCEEDS OF SALE	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS INCOME	7,237.10	0.00	7,237.10	778,736.23	0.00
<b>TOTAL INCOME</b>	<b>528,710.82</b>	<b>351,250.00</b>	<b>177,460.82</b>	<b>1,165,091.66</b>	<b>295,850.00</b>
<b>EXPENSES</b>					
<b>FIXED EXPENSES</b>					
PASTORAL STAFF	95,320.47	98,070.16	2,749.69	105,229.15	99,682.90
SUPPORT STAFF	99,632.39	174,409.21	74,776.82	157,078.25	105,730.72
ADMINISTRATIVE EXPENSE	17,831.55	23,640.00	5,808.45	25,157.92	33,420.00
BUILDING & GROUNDS	111,663.16	160,175.00	48,511.84	141,212.16	34,395.00
BUILDING FUND PROJECTS	3,950.70	10,500.00	6,549.30	8,000.00	22,300.00
<b>Subtotal Fixed Expenses</b>	<b>328,398.27</b>	<b>466,794.37</b>	<b>138,396.10</b>	<b>436,677.48</b>	<b>295,528.62</b>
MEMORIALS	9,467.02	0.00	(9,467.02)	1,265.93	500.00
COUNCIL	0.00	500.00	500.00	270.00	500.00
BENEVOLENCE	26,795.36	28,000.00	1,204.64	88,973.90	25,760.00
THRIVENT CHOICE	392.75	0.00	(392.75)	1,083.07	0.00
PANTRY PACK	5,652.80	0.00	(5,652.80)	7,585.59	0.00
NURSERY	79.55	200.00	120.45	0.00	200.00
CHILDREN'S MINISTRIES	559.84	1,250.00	690.16	1,002.40	750.00
VBS	0.00	2,600.00	2,600.00	2,398.08	2,600.00
TEEN MINISTRY	2,882.37	6,000.00	3,117.63	18,990.18	4,000.00
SALEM SISTERS	157.41	0.00	(157.41)	2,245.14	0.00
MEN'S MINISTRY	58.99	0.00	(58.99)	180.00	0.00
ADULT MINISTRIES	567.99	500.00	(67.99)	49.35	500.00
ALTAR GUILD	731.83	1,250.00	518.17	1,698.36	1,150.00
WORSHIP & MUSIC	3,546.48	4,150.00	603.52	3,829.21	4,150.00
FELLOWSHIP / EVANGELISM	535.21	2,835.00	2,299.79	1,201.32	2,385.00
OUTREACH	2,588.36	5,350.00	2,761.64	3,828.31	5,500.00
CONFERENCES & CONVENTION	0.00	2,075.00	2,075.00	2,020.37	575.00
GENERAL MINISTRY EXPENSE	284.25	240.00	(44.25)	217.60	240.00
MEREDITH FUND EXPENSE	1,240.80	0.00	(1,240.80)	0.00	0.00
<b>Subtotal Ministries &amp; Memorials</b>	<b>55,541.01</b>	<b>54,950.00</b>	<b>(591.01)</b>	<b>136,838.81</b>	<b>48,810.00</b>
<b>TOTAL EXPENSES</b>	<b>383,939.28</b>	<b>521,744.37</b>	<b>137,805.09</b>	<b>573,516.29</b>	<b>344,338.62</b>
<b>EXCESS INCOME\EXPENSES</b>	<b>144,771.54</b>	<b>(170,494.37)</b>	<b>39,655.73</b>	<b>591,575.37</b>	<b>(48,488.62)</b>
<b>Less Cash on Hand:</b>					
General Fund			<b>Dec Bal</b>		
			3,779.11		3,779.11
Endowment Checking			32,021.98		20,860.00
Building Fund			14,826.15		14,826.15
Scholarship Fund			1,100.00		500.00
Cash from proceeds of sale			6,626.27		6,626.27
Cash Flow Balance					<b>(1,897.09)</b>
<b>Additional Resources:</b>					
Thrivent Mutual Funds	44,866.59				
Hall Estate Fund	31,243.18				
Endowment Fund	571,558.19				
Meredith Invested Fund	175,000.00				
	<b>822,667.96</b>				

# Salem Lutheran Church Endowment Fund Bylaws

## **Purpose:**

The Salem Lutheran Church Endowment Fund (“Salem Endowment Fund”) is an account(s) that can hold funds from both current and estate gifts, from which distributions are made for ministry. This document describes how Salem Lutheran Church defines ministry, and outlines the overall management of the Fund. All assets held by the Fund shall be the property of Salem Lutheran Church. Said assets and potential gifts are accepted, refused and governed by the Salem Lutheran Church Congregational Gift Policy. Ideally, the principal of the Fund grows over time, primarily from additional gifts, but also from investment returns, as distributions are made from the earnings of the fund.

## **Endowment Committee (“The Committee”):**

1. The Committee will be an arm of the finance team comprised of not more than 3 members dedicated solely to management of the Fund.
2. The Committee will attend the regularly scheduled Finance team meetings as needed and participate in budget discussions.
3. A quorum shall consist of at least 2 Committee members and can carry any motion or resolution with a unanimous vote of at least 2 Committee members present. If more than 2 voting members are in attendance, a majority vote is needed for all Committee action. Members may attend a meeting via electronic means, and such member shall be counted in the quorum.
4. The financial records of the Fund must be audited at least annually, by the Church Audit Committee, and if none, then by a member of the congregation who is not a member of the Endowment Committee or Church Council.
5. Members of the Committee and the Finance Team will not be held liable for any investment losses, but may be held liable for his or her own willful misconduct.
6. Members of the Committee will not provide any services to the Fund for a fee.
7. Members of the Committee will not engage in transactions relating to the Fund in which he or she has a direct or indirect financial interest.
8. Members of the Fund Committee and the Finance Team will serve as signers for the Endowment Fund Account and serve as the two required signers for transactions.
9. These Endowment Bylaws will be reviewed every 2 years. The next review date is November of 2022. Any amendments to this policy shall be approved by Church Council.

## **Investment Policy:**

10. Any distribution of principal from the Salem Endowment Fund must have congregational approval.
11. The Fund may be held in the ELCA Endowment Fund Pooled Trust — Fund A, the ELCA Mission Investment Fund, a state bank, a federal bank, federal credit union, a Financial Industry Regulatory Authority registered broker-dealer, a trust company, or a foundation.
12. The Committee will manage investments on its own but may consult investment advisors as necessary.

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## Salem Lutheran Church Endowment Fund Bylaws (cont.)

13. The Committee may invest in cash, stocks, bonds, mutual funds, options and futures used by professional money managers only, non-publicly traded REITs, Master Limited Partnerships, and the following privately held entities: partnerships, limited liability companies, S-corps, and C-corps.  
The Committee is also permitted to invest in other tangible property, such as residential real estate, commercial real estate, life estate, bargain sales, mineral rights, gas and oil interests in accordance with the Congregational Gift Policy.

### Distribution Policy:

14. The Committee along with the finance team will recommend to the council the use and distribution of income from the fund(s) of the Endowment for the coming year as part of the annual budgeting process. Income from the fund includes all interest and dividends anticipated for the coming year and not utilized from the previous year. The recommendation may be any combination of the following: 1) A designated purpose or purposes; 2) Included in the General Fund and used for operating and ministry expenses of the congregation; or (3), reinvested in The Fund. The church council will make a determination based on the recommendation of the committee and present as a part of the proposed budget to the congregation at the annual meeting.
15. Any distribution of principal from the Salem Endowment Fund must have congregational approval.
16. In the event our congregation ceases to exist either through merger or dissolution, disposition or transfer of the Fund shall be at the discretion of the membership of the congregation in conformity with the Congregation Constitution and Bylaws, and in consultation with the Bishop of our synod of the Evangelical Lutheran Church in America to which this congregation belongs.

### Resource

ELCA Foundation: 314-703-6949 [elca.org/foundation](http://elca.org/foundation) [stephen.phelps@elca.org](mailto:stephen.phelps@elca.org)

### Endowment Report

	Date	Quarterly Income	Market Value
<b>Initial Investment</b>	6/24/2019		\$558,210
<b>Qtrly Payments</b>	9/30/2019	\$5,329	
	12/31/2019	\$5,271	\$583,770
	3/31/2020	\$5,203	\$486,160
	6/30/2020	\$5,450	\$543,846
	9/30/2020	\$5,385	\$571,558
	12/30/2020	\$5,385	\$571,558 *

<b>Investment Income to date</b>	\$32,023
<b>Increase in Principle</b>	\$13,348
<b>Net Benefit</b>	\$45,371

\* Year End Market Value not yet available

# SALEM MINISTRY TEAM CHART

## **ADMIN – Staff, Property, Finance (Council Partner – Jim Rehor & Tanya Trana)**

- **Building Maintenance (Jim Rehor):** providing ongoing maintenance for all Salem buildings
- **Grounds Maintenance (Jim Rehor):** providing ongoing maintenance for all Salem grounds
- **Maintenance Contracts (Mike Dougherty):** managing all current and future maintenance contracts
- **Long-Term Maintenance & Improvements (Jim Rehor):** providing a long-term vision for maintenance and improvements of the Salem Campus
- **Capital Improvements (OPEN):** creating long-range plans for capital improvements
- **Finance Team (Joyce Benedict):** managing the current and future financial needs of Salem
- **Stewardship Team (Jim Roy):** inspiring our congregation to share their gifts with the world
- **Benevolence (Bob Roediger):** gathering and directing congregational resources to make a difference
- **Communication & Technology Team (Shari Van Baale):** creating effective and inspiring communication to Salem and beyond
- **Volunteer Coordinator (Lisa Taylor):** works with staff to fill volunteer needs
- **Past Presidents (Jen Beutel):** former council presidents to address specific long-range needs
- **Human Resources Team (OPEN):** managing the current and future staffing needs of Salem
- **Pastor (OPEN):** working with Pastor on goals and initiatives

## **ENCOUNTERING GOD - Worship (Council Partner – Ray Burchfield & Vance Thomas)**

- **Worship Development (Heather Lewis):** creating inspirational and meaningful worship
- **Altar Care (Paula Dougherty):** preparing and presenting the sacramental elements for worship
- **Worship Volunteers (Heather Lewis):** recruiting, training, and scheduling all worship volunteers
- **Music Ministry (Heather Lewis):** creating musical opportunities for all ages
- **Design Team (Steve Wise):** inspiring the congregation by preserving and enhancing the facilities

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## SALEM MINISTRY TEAM CHART (cont.)

### **SERVE THE WORLD – Outreach** **(Council Partner – Adam Boxberger & Lynn Ross)**

- **Outreach Team (OPEN)** – Coordinate Street Teams and other Outreach events
- **Gathering Table Meal (Lorel Brown)**: meal ministry outreach program with partner church
- **Pantry Pack (OPEN)**: preparing/distributing packs to feed the hungry
- **Meal Ministry (Peggy Beerbohm)**: providing meals for shut-ins and those affected by illness or a family death
- **Visitation Ministry (OPEN)**: bringing fellowship and provide communion to those unable to attend weekly ministry at Salem
- **Meals on Wheels (Donna Burchfield)**: providing volunteers for Jo Co and Olathe

### **GROW IN FAITH - Education** **(Council Partner – Greg Beutel & Danielle Atzeni)**

- **Advent & Lenten Wednesday Meals (Jarred Schubert)**: providing food and fellowship through festival seasons
- **Salem Café (Jarred Schubert)**: providing food and hospitality on Sunday mornings
- **Mission Partner Lunch & Reception (OPEN)**: providing food and fellowship for new members
- **Fellowship Events (Jarred Schubert)**: creating opportunities for all ages to share in community
- **Small Group Ministries (Jarred Schubert)**: creating opportunities for small groups to share in community
- **Children’s Ministry (Lorel Brown)**: creating ministry opportunities for pre-K through 5<sup>th</sup> grade children and families
- **Student Ministry (Lisa Taylor)**: creating ministry opportunities for 6th- through 12th-grade students and families
- **Safe Sanctuary (Cindy Harmison)**: creating policies and procedures to safeguard our children and volunteers
- **Women’s Ministry: creating meaningful opportunities for adult women**
  - **Fellowship of the Vine (Angela Osheim)**: building friendship through social events
  - **Book Club (Kathy Kostroske)**: reading and discussion of all types of literature
  - **Thursday Morning Bible Study (Cheryl Padgett)**: weekly study and discussion
- **Men’s Ministry: creating meaningful opportunities for adult men**
  - **Men’s Group (OPEN)**: monthly meeting for fellowship/service projects
  - **DABS – Dudes Afraid Bible Study (Jim Roy)**: exploring faith and enjoying fellowship
- **Salem Seniors (Terry Love)**: creating meaningful ministry opportunities for those over 50
- **Adult Education (OPEN)**: opportunities for adults to enrich faith

# 2020 MINISTRY TEAM HIGHLIGHTS

## Administrative

### Property Team

As you know, the Narthex ownership decreased the need for maintenance. Minor repairs and furnace checks were performed in 2020. We did gutter cleaning, furnace cleaning, caulking of the windows, to name a few.



The SFS condition assessment of Koinonia Hall is now three years old. The report submitted in December of 2017 took into consideration that Koinonia Hall was part of a Master Plan. If we chose to implement the remaining repairs and improvements listed in that plan, costs could reach over \$100,000.

We chose to break our lease with Narthex at the end of August 2020. We cleaned out the sanctuary building and Luther Hall, and had a free-will donation sale of items that we chose not to keep.



As we said goodbye to our holy house of over 135 years, I would like to thank all the people who had a hand in keeping the historic buildings viable all these years. Generations of Lutherans kept our spot in Lenexa a wonderful place to worship.

The remaining Salem property asset, Koinonia Hall, is in relatively good condition. It might be appropriate to table any major repairs at this time. New leadership with a potential new pastor will be deciding our future plans. Decisions for a permanent location or strategy will be complicated, as giving patterns have changed.



Christmas Eve service at the Haskins address lived on in 2020 with the new owners. The parking lot was packed with minivans and cars, as worship took place outside in the cold. More than 600 people are expected to worship in the sanctuary building. How wonderful to see a fresh approach to old things can bring new life!

We all should take pride in the fact that new owners will keep the Christian faith moving forward in our old holy house.

Special thanks to:

Gary Johnson, for all the years of mowing

Mike Dougherty, for snow removal

Dave Hellwege, for numerous repairs and caulking efforts

Many thanks to all the volunteers who helped prepare the buildings for our exit from Luther Hall and the sanctuary. Countless hours were spent disposing of, selling, and moving assets to new locations.

Respectively submitted,

Jim Rehor, acting facility/property team leader — and as council representative

## Administrative (cont.)

### Stewardship

We pushed the Stewardship campaign process to the start of 2021, as opposed to the fall of 2020. We felt it was more applicable to deal with an actual budget and share actual details regarding the 2021 budget for Salem. We had good discussions prior to COVID about giving, and look forward to a new approach in 2021.

— Submitted by Jim Roy

### Finance Team

The Finance Team's primary objective is to ensure Salem uses its financial resources effectively while supporting the different ministries. We try to put a budget process in place that allows leaders to get a clear financial picture throughout the coming year.

We are fortunate to have dedicated volunteers. Many churches our size need to outsource these duties, which allows us a huge cost savings.

Every week the offering must be counted, recorded in the computer, and, finally, a deposit made at the bank. The move to western Shawnee has created some logistical challenges. We do need some new faces for these positions.

Joyce Benedict, as treasurer, spent countless hours performing the accounting functions. Joyce is instrumental in giving the Salem leadership accurate financial statements, which allows them to make sound decisions. Joyce, as head of this team, was also instrumental in securing a government Paycheck Protection Program (PPP) loan.

After 13 years, Kathy Kostroske has chosen to turn over the reins of financial secretary. Kathy has monitored your contributions and sent statements to the giving units, while helping Joyce with paying bills. Please thank Kathy for her many years of service. Janice VanLaningham has kindly agreed to replace Kathy as financial secretary.

As you know, 2020 has been a wild ride! COVID has increased our financial challenges while forcing us to change how we worship.

A long-term lease with Narthex was broken, since the monthly rental rate of \$10,000 was not sustainable. Moving from Luther Hall and the church sanctuary allowed us to finish the year in the black, with no deficit spending. The PPP loan was a saving grace.

Highlights for 2020:

- Jim Roy directed a stewardship campaign, "What Salem means to me."
- Accepted gifts (to be used at our discretion) from:
  - Kaw Prairie Community Church (to be used at our discretion)
  - Rotary Club of Lenexa (funds for Pantry Pack)
  - Shawnee Mission Unitarian Universalist Church (supporting Pantry Pack)
  - Charlene Meredith trust fund
- Charlene and her husband, Busch, were lifetime supporters of Salem. They gifted us \$200,000, to be used in the ministries of Salem Lutheran. Currently \$175,000 is earning interest.
- As previously mentioned, we secured a government COVID relief loan (PPP), which appears to be totally forgivable. It appears we will not qualify for the second round of government loans.

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## Administrative (cont.)

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We have a new cast of members for the Endowment Team: Jim Nicholson (lead role with experience), Jennifer Beutel, and Jim Rehor. The group will continue to monitor the endowment funds security and make suggestions for spending distributions.

Our giving patterns continue to change. The total number of giving units has dropped. In 2018 the number of contributors was 153; we finished 2020 with 106 contributors.

Goals for 2021:

- Work to promote a successful stewardship campaign
- Recruit new counters
- Help the Call Committee manage the financial issues of a potential new pastor
- Monitor the safety of our investments and endowment funds
- Adapt to new giving patterns

Members of the Finance Team: Joyce Benedict, Kathy Kostroske, Jim Rehor, Lynn Ross (as council representative). We are excited to welcome in 2021: Scot Harmison, Ryan Konen, and Janice VanLaningham.

— *Submitted by Jim Rehor*

## Benevolence

In 2020, Salem committed 8% of the offering to mission.

The following were representatives of our giving:

ELCA (national)  
ELCA Synod  
Hollis Renewal Center  
MLM  
St. Mark Hope and Peace  
Camp Tomah Shinga

A total of \$26,795 was given to benevolence.

Thank you for your giving.

— *Submitted by Bob Roediger*

## Director of Worship and Music *Heather Lewis*

Salem has been a place of extreme adaptation to change in 2020, and I want to thank the congregation for being so incredibly supportive, especially in this tumultuous year. Any time I asked for help, the answer was always yes!

Our first big change was mid-March when we moved from in-person to online worship. We continued to offer traditional worship with organ and contemporary worship with praise band every week, and I recorded Pastor Cynthia's sermon and my children's moments outside and in different places within our church buildings and homes. I also created weekly videos with a comforting song, accompanying a slide show of recent pictures of our members to help us feel connected. In April, we further personalized each worship service with a different Salem family welcoming us to worship, reading the Gospel, and speaking the Lord's Prayer.

In June we re-opened worship, requiring masks and social distance between families, and continued recording our worship services to provide an online alternative. We spent the summer organizing and packing the sanctuary and Luther Hall, and celebrated our congregation's 135th anniversary at the end of August with a combined outdoor worship and final walk through our old buildings. The next week we began worship in the Baugh-Marshall Chapel at Central Baptist Theological Seminary in Shawnee, with a beautiful Steinway grand piano and Allen organ. David Hellwege and Brad Lewis created stands to allow us to display our banners, eternal flame, and rear monitor without attaching them to the walls, and Rustin Bolejack, David Bowen, and Brad Lewis moved all of our audio and visual equipment to use in our new worship space. The result is a lovely, intimate setting for us to gather in worship, and we are enjoying the contemporary space while still using the altar decor that makes it feel like home.

We worshipped in this beautiful space September through November, and then went back to recording online only worship videos for Advent, Christmas, and the beginning of Epiphany. A virtual choir with 38 adults and children provided joyful Christmas music to celebrate the season in online worship services Dec. 13.

My wish for 2021 is that we are able to provide worship in person and online, in order to feed the needs of all at Salem. As always, I am grateful for the opportunity to serve this wonderful congregation.



# Worship Ministries

## Altar Care

Altar Care has been very different this year because of COVID-19 and our move to the seminary.

When the seriousness of the COVID pandemic became apparent last March, we began to seek ways to serve communion and still keep everyone safe. We:

- Discontinued the use of the common cup
- Separated the cups of wine and juice in the trays so they could be picked up without touching the other cups
- Had participants pick up their own cup of wine or juice from the trays
- Only had Pastor serve the wafers



The move created challenges in several ways for our group. We had to figure out what we could use in the new space, where to store our items, and how to handle the Eternal Candle. Many thanks to Dave Hellwege for building us a beautiful stand for the Eternal Candle. It can also be lowered so we don't have to stand on a stool or ladder to change it.

Even though we did not have in-person worship this year, we still had 16 poinsettias in our online Christmas Eve service.

We would also like to thank Heather and Pastor Cynthia for their input and help in overcoming the many challenges we've had this last year. We truly appreciate their tireless work for our church.



— Submitted by Paula Dougherty



## Service & Outreach Ministries

### Gathering Table

This ministry is a partnership with many other congregations and the Gathering Table, formerly known as Children's Memorial, located at 5000 Independence Ave. in Kansas City, MO. Salem's role has been to collect food items and then cook and serve lunch on a Saturday to a group of food-insecure folks in that area once every other month.



We continue to gather food and serve a meal 6 times per year on a Saturday. The number of people served has remained fairly steady at around 80 each time.

Salem's volunteers have donated roughly \$5,500 in meals this year. Each time we serve, our serving slots have filled up weeks in advance because so many people want to go down and serve with us.

Beginning in March, we had to move to providing sack lunches, as the Gathering Table has not been able to gather for meals indoors. We've tried to be creative in what we have served, twice getting Thrivent Action Teams to provide fried chicken instead of sandwiches, which our clients truly appreciated. In November, we used memorial funds to purchase hats and gloves for patrons, an especially valuable gift in a year when more and more clients are struggling financially, many without consistent warm places to stay.



If you're interested in serving a meal, please don't hesitate to reach out to me by email at [lorel.fox@gmail.com](mailto:lorel.fox@gmail.com) or by phone or text at (913) 205-1599.

— Submitted by Lorel Brown



## Service & Outreach Ministries (cont.)

### Pantry Pack Program

Salem' Pantry Pack Program distributed over 45,500 pounds of food to over 1,600 households in need in the Lenexa community during 2020. It was a busy year!

We started the year distributing reusable-bag food packs from our sanctuary building with welcoming smiles and warm handshakes. As we headed into March and a global pandemic, our distribution looked a little different. We started wearing and requiring masks, using disposable bags, having hand sanitizer available, and limiting our serving area to one family at a time. In August, we switched our entire pantry across the street to Koinonia Hall and continued to serve the increased need in our community. In November we provided Thanksgiving meals and warm hats and gloves to our Pantry Pack families. We finished the year by offering Christmas meals and personal hygiene items. Over the course of the year, over 800 volunteer hours were donated by the Salem community and our regular volunteers from Shawnee Mission Unitarian Universalist Church.



Salem's Pantry Pack Program is still proud to be a Harvesters agency. Throughout the year our partnership with Harvesters has allowed us to meet the increased need in the community without a big increase in capital outlay. Various government programs and philanthropic organizations have helped Harvesters make the process a little easier on our small pantry.



As we head into 2021, we are still handing out packs wearing masks, covering our welcoming smiles and holding back the warm handshakes, but we are still making an impact to those in need in our community.

Respectfully submitted,  
Charlotte Wallenburg



# Education

## Fellowship

- We hosted our annual Mardi Gras potluck and bingo before COVID hit.
- We had a very busy August coordinating a safe celebration for Confirmation, First Communion, and our final service at the Lenexa location.
- We coordinated delivering Advent gifts to the congregation.
- We are looking forward to hosting safe events when COVID is less abundant.

— Submitted by Jared Schubert



## Seniors Serving Salem Ministry:

The Seniors Serving Salem were inactive in the year of 2020 due to the COVID-19 virus.

— Submitted by Terry Love

## Salem Men

**Salem Men's Group:** The men's group hosted their annual Shrove Pancake Breakfast the last Sunday before Lent. It featured the typical menu — pancakes, sausage, fruit, and beverages — and was well attended.



The monthly Saturday breakfasts were halted in early 2020.

**Dudes Afraid of Bible Study (DABS):** When COVID set in, we switched Sunday morning DABS meetings to Zoom. We met during the summer for the first time to support one another while dealing with the impact of the pandemic. We look forward to bringing the group together in 2021 with more virtual meetings until such time as we can meet face to face!



## Education (cont.)

### Salem Women

#### **Fellowship of the Vine:**

We started the year with a meal at The Melting Pot and a walk to see the Plaza lights in early January.



We did not meet in February, but planned to go to the Culture After Dark at The Johnson County Arts & Heritage Center in March. However, that was canceled due to the pandemic, so we met for dinner at J. Gilbert's instead.

We were unable to meet in person after that, but are looking to schedule some activities (trivia night, bingo, games) via Zoom in 2021.

— Submitted by Angela Osheim

**Craft Circle:** This group and its ministry projects stopped in 2020.

**Book Club:** This ministry impacts the lives of those who attend by building relationships with each other, nurturing individual thoughts and ideas, and supporting each other through our ups and downs. This year at our Christmas gathering we had a book gift exchange. Following safety guidelines, we still continue to meet each month during COVID.

— Submitted by Kathy Kostroske

**Bible Study:** Our Bible Study meets on Thursday mornings at 9:30 a.m. from September through May. This year has been a challenge with the COVID virus since March. We did Zoom meetings until we recessed for the summer. This fall we decided to resume our in-person meetings at Koinonia Hall by following the strict guidelines of wearing masks and social distancing. We will continue to monitor the COVID situation and meet in person until we feel it is unsafe. Our ministry provides spiritual growth to learn and apply God's word in our daily life, and to grow in a deeper relationship with each other. We welcome all women of Salem or friends of Salem to join us on Thursday mornings.



— Submitted by Cheryl Padgett

## Education (cont.)

### Children's Ministry

The work of Salem's children's ministry team touches the lives of our youngest members from birth through 5th grade. From baptism classes to Sunday school to First Communion classes to Vacation Bible School and more, our ministries give us the chance to connect and grow alongside some of our most curious, energetic, and passionate members.

In 2020, we held Sunday school through mid-March and then suspended all activities due to the COVID-19 pandemic. The team has been in periodic communication about our thoughts on best practices for children's ministries during this trying year. We've decided overall that adding more to parents' plates during the difficult year was not the right thing for us to do, so we have not yet provided virtual or remote Sunday school lessons. We continue to evaluate the right course of action as we proceed through this unique time.

Pastor Cynthia organized a virtual First Communion class this summer, and those student took their First Communion in August before we moved out of the sanctuary building. Vance Thomas and I have been working together to organize the third grade Bible class to be held virtually this school year but held off this fall as school schedules were in constant flux, and we felt parents were handling enough at the time. We will continue to evaluate for the spring.

The Children's Ministry Team thanks all the adults who have engaged in ministry with our kids in 2020. It takes a village in any year to provide the time and space and connection our kids need to grow in faith and serve God in so many ways. This year, I have very much appreciated the support of team members as I tried to navigate tough decisions in an unprecedented year.

— *Submitted by Lorel Brown*



## Education (cont.)

### Student Ministry

Salem's high school and middle school youth program has been primarily led by parent volunteers this year. We had exciting plans, but due to the COVID-19 pandemic, we had to adjust. It was necessary to suspend Sunday school and cancel our summer mission trip, as well as our confirmation trip to Rainbow Trail Lutheran Camp. We are looking forward to bringing these opportunities and traditions back as soon as conditions allow. While 2020 has had its disappointments, we have worked to find ways to connect and be in community with each other. Below are a few highlights.

#### High school

- Zoom meetings to check in during the spring.
- In-person gatherings in the fall, meeting every other week for fellowship and a short devotion.

#### Middle school

- Zoom meetings for check-in during the spring
- Heather led some catch-up sessions for confirmation in the spring
- Four youth were confirmed
- Confirmation in the fall is being done jointly with Atonement Lutheran Church
- Sarah Edeal and Greg Beutel are adult guides

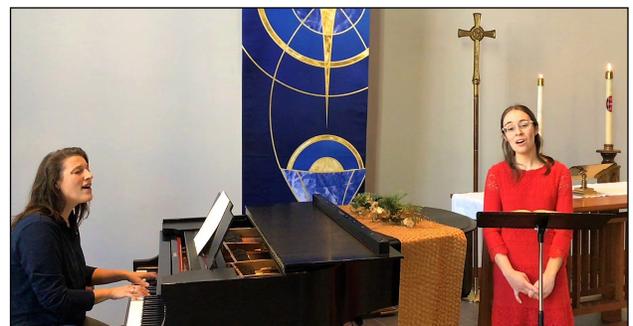
#### Events

- Virtual stock drive
- Cards of encouragement sent to college students
- Hayride at Shawnee Mission Park
- Packed sack lunches for Gathering Table
- Packed boxes for Christmas for Pantry Pack

Respectfully Submitted,  
Lisa Taylor and Charlotte Wallenburg



# 2020 in pictures



# 2020 in pictures



# 2020 in pictures

