

October 25, 2015

To: Church Council , Advent Lutheran Church
Abby Bostian, President of Council

From: Advent Endowment Review Task Force
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Dave Park

The Advent Endowment Task Force was convened in June 2015 by in-coming Council President Abby Bostian. The Task Force was charged with completing a 5th year review of the mission and operations of the Wubben Endowment and making recommendations to Council. This report fulfills our mission.

The Task Force reviewed the administrative procedures, applications for awards, and spending of the Distribution Board. It surveyed the congregation between August 30 and October 4, 2015, regarding the existing mission and additional opportunities for the Endowment. Hard copies of the surveys were distributed following both services on Sundays and soft copies were distributed via congregational email. Sixty-four surveys were returned. The survey is included as Attachment A, a summary of the survey responses is included as Attachment B. The raw data has been provided to the Council President.

The survey indicates significant support for the Wubben Endowment's mission of outreach and education. Respondents rated youth mission trips, internal outreach, spiritual development, and post-secondary education awards highly in both scaled and open-ended responses. Respondents suggested several items for consideration for Endowment spending, but few of them garnered more than one mention. Several of these suggestions can be considered by the Distribution Board under current rules and several others are operational expenses (and respondents' scale and open-ended ratings gave low ratings to expanding endowment spending to operations).

Therefore, the Task Force recommends the following:

- 1) **Priorities.** The survey ratings should be communicated to the Wubben Distribution Board so it knows congregational priorities and, in years of high demand or low revenue, can set spending priorities accordingly. The Task Force does not recommend changing maximum award levels at this time. The Distribution Board has the discretion to change award levels and can do so if and when such changes would be financially prudent.
- 2) **Communications.** The Endowment Distribution and Investment Boards should develop plans to communicate opportunities to the congregation more effectively. The Distribution Board should communicate awards regularly so that the congregation knows how the endowment

is being spent. It should disseminate information more broadly regarding what funding opportunities are available and how members and Boards can apply. The Investment Board should develop plans to encourage members to contribute to the Endowment. The survey reveals a number of members who would be interested in contributing.

3) **Major Outreach Project.** The Council should appoint a group or assign a Board to propose a Major Outreach Project to the congregation for consideration. The proposal would include a goal to raise a certain amount of funds in a certain time period to implement the project. The proposal would state how Wubben Endowment funds could be utilized (for example, by setting aside a certain amount per year, matching a certain amount of congregational contributions per year, etc.) in consultation with the Wubben Distribution Board. The Task Force believes that current rules allow the Distribution Board to fund—or develop a multi-year funding plan—to implement such a project with Council and/or congregational approval. The survey responses to the “major project” question were mixed, so we believe it is critical that the congregation be given buy-in for any such opportunity.

4) **Capital Projects.** Future uses of the endowment for capital expenses should be brought to the congregation for consideration. Of the *current* missions, respondents gave capital building expenses the least favorable rating in the scale responses (3.45 out of 5). This suggests a priority should be given to generating congregation support for such projects and for the use of the endowment to support them financially. Any future capital proposal could include ideas expressed in the survey, such as using Wubben funds for matching contributions from the congregation, paying for the “energy efficiency premium” of new facilities or equipment, and so on. Regardless of the specifics, obtaining buy-in from the congregation is critical.

5) **Honoring Bill Wubben.** Continue to name the endowment for Bill Wubben. Respondents showed little enthusiasm for changing the name of the Endowment and for naming the educational awards for Dr. Wubben. As the Investment Board develops plans to solicit endowment contributions, they can advise members that they can create additional endowments if the member has other priorities or seeks to honor someone else.

Endowment Distribution Survey

Please indicate your level of agreement for the following current and proposed distributions of the Wubben Endowment funds.

1. The Wubben Endowment should be used for Post-secondary education awards for all Advent members
Maximum award of \$1,500 per Academic Year.

Strongly Disagree <input type="radio"/>	Somewhat Disagree <input type="radio"/>	Neither Agree or Disagree <input type="radio"/>	Somewhat Agree <input type="radio"/>	Strongly Agree <input type="radio"/>
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Should this maximum be Reduced Kept the Same Increased
(to what amount \$_____)

2. The Wubben Endowment should be used for Spiritual Development (short-term faith-building seminars or retreats) for Advent members. Standard award of \$100 with \$500 maximum.

Strongly Disagree <input type="radio"/>	Somewhat Disagree <input type="radio"/>	Neither Agree or Disagree <input type="radio"/>	Somewhat Agree <input type="radio"/>	Strongly Agree <input type="radio"/>
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Should the Standard Award be Reduced Kept the Same Increased
(to what amount \$_____)

3. The Wubben Endowment should be used for Mission trips for Advent adult members.
Maximum award of \$500.

Strongly Disagree <input type="radio"/>	Somewhat Disagree <input type="radio"/>	Neither Agree or Disagree <input type="radio"/>	Somewhat Agree <input type="radio"/>	Strongly Agree <input type="radio"/>
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Should this maximum be Reduced Kept the Same Increased
(to what amount \$_____)

4. The Wubben Endowment should be used for Mission Trips for Advent youth members
Maximum award of \$500.

Strongly Disagree <input type="radio"/>	Somewhat Disagree <input type="radio"/>	Neither Agree or Disagree <input type="radio"/>	Somewhat Agree <input type="radio"/>	Strongly Agree <input type="radio"/>
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Should this maximum be Reduced Kept the Same Increased
(to what amount \$_____)

5. The Wubben Endowment should be used for Internal Outreach Ministries (outreach to members in need through the Pastor's Discretionary Fund, new outreach ministries). The Distribution Board can authorize up to \$2500, but can recommend higher amounts to Council.

Strongly Disagree <input type="radio"/>	Somewhat Disagree <input type="radio"/>	Neither Agree or Disagree <input type="radio"/>	Somewhat Agree <input type="radio"/>	Strongly Agree <input type="radio"/>
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Should this maximum be Reduced Kept the Same Increased
(to what amount \$_____)

Endowment Distribution Survey

List your top three priorities for funding using the Wubben Endowment

1)

2)

3)

List your bottom three priorities for funding using the Wubben Endowment

1)

2)

3)

1. Currently 5% of the year-end value of the Endowment is used for Distribution to post-secondary educational scholarships, contributions to charitable organizations, and mission trips. Do you support routing a percentage of the annual distribution to fund a "major ministry" (Habitat house, starting a food pantry, etc.) on a three to five year timeframe if it causes a reduction in funding to existing Wubben priorities?

Strongly
Disagree

Somewhat
Disagree

Neither Agree or
Disagree

Somewhat
Agree

Strongly
Agree

2. Should the name of the Endowment should be changed from the Wubben Endowment to the Advent Endowment and name the scholarship funding as the Wubben Educational Awards?

Strongly
Disagree

Somewhat
Disagree

Neither Agree or
Disagree

Somewhat
Agree

Strongly
Agree

3. Would you consider contributing to the Advent Endowment thru periodic gifts or making the Endowment a beneficiary in your will? Why or why not? If you are unsure, what information would help you make a decision?

Attachment B

64 Respondents

Ranking of items:

Rank	Spending category	Average rating	Increase	Decrease
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(5=high; 1=low)

1	Youth mission trips	4.44	8	3
	Comments: need-based only		750 (5)	250 (2)
			1000	
(2-6 are extremely close, so don't put much emphasis on the specific rank order.)				
2	Internal Outreach ministries	4.25	5	3
			3000 (3)	1500 (2)
			5000	2000
3	Spiritual Development	4.24	5	2
	Comments: matching; not approp for VBS, give everyone 10% discount		200, 300, 500	decrease max to 250
4	Education	4.21	12	4
	Comments: need-based only (3)		2500 (9)	0
	fewer recipients/higher awards per person (2)		2500	1000 (2)
5	Organizations	4.13	7	1
	Comments: need-based only (2)		1500	500
			2000 (3)	
6	Adult mission trips	4.09	10	3
	Comments: should do fundraising		750 (4)	250 (2)
			1000	
7	Capital building improvements	3.45		

Comments: 5 with matching funds only (1 incorporate match into bylaws for all future capital projects); make interest-free loans to congregation; only for outreach ministries

8 Maintenance 2.20

Comments: if emergency (4); with matching only; if project is more than replacing like with like, treat as a capital project (and require matching)

9 Mortgage 1.94

Comments: if emergency (4); with matching only

10 Operational 1.69

Comments: if emergency (4); with matching only

New items:

Worship improvements (2)

Add High school to educ awards

Advertising,

Any ministry should be able to request funds

Audio-visual (one-time expense)

Bus,

Christian ed materials

educational workshops,

Efficient systems (pay for portion of expenses that results in greater efficiency)

encourage stewardship

Food Pantry

General fund contrib in amount Bill gave yearly

Homeless

Larger one-time outreach/SD rather than subsidizing individual members

organizations that advocate social & econ justice

sponsor refugees

Open-ended rankings

[top priority first mention 3 pts, 2nd mention 2 pts, 3rd mention 1 point; bottom priority first mention -3 pts, second mention -2 pts, first mention -1 pt]

Education 74, outreach 24, mission trips 23, Spiritual development 18, youth 15, organizations 8, internal outreach 5, projects of lasting benefit for Advent or community 5, members in need 3, educational workshops 2, new ministries 2, retreats 2, van 2, encourage stewardship 1, sponsor refugees 1, renovations 1, non-need based spending -2, staffing -2, self-serving wants -3, adult mission trips -4, maintenance -35, mortgage -41, operations -41

Average rating (5=high; 1=low)

Major ministries 2.96

Renaming endowment 2.52

Contribute to endowment

Yes=18

Periodic gifts=3

Maybe/would consider=9

Depends on use/wants to designate=2

No=6

Other comments:

*current spending hasn't made a significant difference

*fear giving to endowment would be used for more amenities, prefer to give directly to homeless orgs

*use endowment as matching/seed \$

*should not be used as a "crutch" for operations etc that should be supported by congregational giving

*Wubben not making a difference--too many small projects w minimal impact

*concerned that the original funding (principal) is being depleted

*use only equity

*Bill Wubben contributed what was needed when it was needed with no restrictions. I support continuing that philosophy. Having limits (that cannot have exceptions) is not in the spirit of Bill.