

**FOX VALLEY LUTHERAN HOMES, INC.  
LINWOOD PLACE AND COMMONS  
2020 ANNUAL REPORT  
RE-REVISED 4/19/2021**



**First English Lutheran Church confirmation students came to “play” with the FVLH tenants!!**



**First English Lutheran Church Summer Interns  
Painted the ramp railings and planted flowers and plants.  
They also became “telephone buddy’s” with some of the tenants.**

Don't worry about what you can't do,  
**Focus instead on what you can do!!**



The Mission & Ministry committee, tenant neighbors, Church friends and neighbors helped make this year special by providing treats, flowers, books, games and puzzles for the tenants. Thanks to several Thrivent Action Team grants for financial support!!

**2020 Fox Valley Lutheran Homes  
Annual Meeting Agenda**  
April 24, 2021 – 9:00 am (zoom)

*Supportive independent living in a faith-based senior community*

**Welcome** – Sue Doell, Board Chair

**Devotion** – Pastor David Skarsten, St. Timothy Lutheran Church, Menasha

**Board Chair Report** – Sue Doell

**Approval of 2019 Minutes and Agenda** – Sue Doell

- There was not a formal meeting in 2020

**Committee Reports**

- Finance Committee – Julie Reinke, Chair
- Financials – Pat Schroeder, Treasurer
  
- Marketing / Development – Amy Jo Christianson, Chair
  
- Mission & Ministry – Karen Roherty, Chair
  
- Nominating Committee – Jake Czarnik-Niemeyer, Chair
  - Election of new board members
  
- Property – Ron Robertson, Chair

**Thank You to Retiring Board Members** – Sue Doell

- Vicki Boushele
- Amy Jo Christianson
- Sue Doell
- Julie Reinke

**Care Coordinator Report** – Cheryl Mahloch, RN

**Executive Director Report** – Lynn Ann Clausing Rusch

**New Business** – Sue Doell

- By-laws Revisions

**Comments from the Floor**

**Adjourn**

**Closing Prayer** – Pastor David Skarsten

FVLH Board – Organization meeting immediately following adjournment.

# ***THANK YOU FOR YOUR ON-GOING SUPPORT***

## **CHURCHES**

Appleton Conference of the East Central Synod of the ELCA

- Grant

Christ the King Lutheran Church, Sherwood

- Benevolence

Emmaus Ecumenical Catholic Community, Oshkosh

- Board Member Rev. Jake Czarnek-Niemeyer

Faith Lutheran Church, Appleton

- Board Member Pastor Leon Knitt
- In-Kind Donation of Sunday School Artwork for the Tenants

First English Lutheran Church, Appleton

- Benevolence
- In-Kind Donation of Mulch

First United Methodist Church, Oshkosh

- Board Member Julie Reinke

Fox Valley Unitarian Universalist Fellowship

- Board Member Jeff Miller

Gloria Dei Lutheran Church, Neenah

- Benevolence
- Grant

Grace Lutheran Church, Appleton

- Benevolence

Grace Lutheran Church, Larsen (Winchester)

- Benevolence
- Board Members - Pastor Connie Bramlett, Amy Jo Christianson

Immanuel Lutheran Church, Fremont (Zittau)

- Board Member Pat Schroeder, Treasurer

Our Saviour's Lutheran Church, Appleton

- Benevolence
- Board Member Karen Roherty, Vice Chair

Prince of Peace Lutheran Church, Appleton

- Endowment grant

St. Joseph Catholic Church, Appleton

- Board Member Joe Martin

St. Mark's Lutheran Church, Neenah

- Benevolence
- Board Member Dawn Jones, Secretary



# ***THANK YOU FOR YOUR ON-GOING SUPPORT***

## **CHURCHES continued**

St. Paul Lutheran Church, Neenah

- Board Member Jody Tews

St. Timothy Lutheran Church, Menasha

- Board Members - Sue Doell, Chair, Vicki Boushele, Pastor Dave Skarsten

Trinity Lutheran Church, Appleton

- Benevolence
- Grant
- Board Member Ron Robertson

Zion Lutheran Church, Appleton

- Board Member Tommy Melz

## **BUSINESS SUPPORT**

4imprint • American National Bank • Century 21 Ace Realty • Coenen Enterprises, Inc. • Conceptual Advisors, LLC • Crystal Print Inc. • Della Terra Pasta • Feeding America • Finding Time Contracting • Kwik Trip • Mary Beth Nienhaus • Old Glory Café • Skogen's Festival Foods • Thrivent, Action Team Grants & Thrivent & Matching money, Thrivent Choice donations. Our deepest apologies if any business was not included.

## **IN-KIND DONATIONS**

Artwork for Tenants • Big Screen Television • Bingo Prizes • Bird Feeders • Books • Candy and Nuts • CD/DVD Player • Coffee • Coffee Mugs • Coffee Pods • Coffee Pot • Cookies • Door Magnets • Easter Candy and Treats • Face Masks • Fresh Produce • Games • Gift Cards • Greeting Cards and Letters for Tenants • Hand Sanitizer • Jesus in my Pocket Figurines • Kitchen Supplies • Medical Supplies • Mulch • Painting (Ramp, Porch railing) • Paper Towels • Pasta • Poinsettias • Puzzles • Quarters for Laundry • Soda • Spreading Mulch • Stuffed Animals • Tree Planting • Yard Work (mowing grass, trimming bushes). Our deepest apologies if any in-kind donations were not included.



## **OUTSTANDING STAFF**

- Lynn Ann Clausing Rusch, Executive Director
- Cheryl Mahloch, RN, Care Coordinator
- Brian Krauss, Building Manager
- Dick Mahloch, Property Manager
- Gloria Gillis, Administrative Assistant



**Fox Valley Lutheran Homes  
Annual Meeting Minutes  
24th Annual Meeting  
Linwood Commons  
April 27, 2019**

Steve Olson, Chair, called the meeting to order at 9:00 am. He welcomed delegates, friends and tenants. It's a day for celebration; 25 years for the ministry of FVLH and 50 years for the building. FVLH is an idea that started in 1988. That idea was adopted by Appleton Conference of the ECSW of the ELCA in 1990. The idea came to fruition when FVLH was officially incorporated as a ministry of the Appleton Conference on February 26, 1994 for seniors, in a faith-based facility, with affordable rent. The purchase of what we now know as Linwood Place was completed in 1994 and the space we are meeting in, Linwood Commons was built in 2010.

Pastor Brian Bankert, Trinity, Appleton (spoke loudly) led the devotion from scripture on the Great Commission. Pastor Brian, Pastor Dan Luett and Becky Luett performed a skit. It reminds us that we are to share God's love and embrace God's love.

The Board Chair Report was given by Steve Olson. He thanked the Board, staff, volunteers, donors, tenants, and all who have supported FVLH over the years with their prayers, time, talents and treasures. Twenty-five years of joyous ministry; albeit some ups and some downs. This year (2018) had both opportunities and challenges.

Opportunities:

FVLH was approached by Habitat for Humanity with an offer to purchase the land behind the detached garages. The land had not been identified for any future plans. Money from the sale, along with \$21,000 in grants and donations, the roof project is almost completed. This was done without incurring any additional debt!

Mary Beth Nienhaus, a well-known philanthropist, offered FVLH a \$50,000 matching grant to replace the 50-year-old central elevator. The elevator runs and is quite dependable but when it needs repairs, the repairs are quite costly. FVLH is currently raising money to accept the \$50,000 matching grant funds.

Challenges:

There was an unplanned expense with the replacement of the carpet in Linwood Commons. The carpet was laid in 2010 and became disengaged from the floor in 2019. It created a tripping hazard. It was replaced with carpet squares.

Other additional unexpected maintenance and replacement expenses of a 50-year-old building strained finances and resulted in a deficit for the year.

Accomplishments:

Two years ago, the board had a retreat to develop a strategic focus.

Financial development

- Generate additional income resources
  - Raised over \$50,000 in grants for various initiatives

- Develop financial sustainable model
  - Progress has been made with the new detailed, financial accounting system.
  - Working to manage to the budget.

#### Infrastructure

- Committees are doing lots of work; strengthened and active. Also planning for the future.

FVLH is richly blessed with the financial support of the Appleton Conference, East Central Synod of Wisconsin (ELCA), it's member congregations, donors and volunteers. Without their continuing contributions of time and treasures this ministry would not be possible.

The success of FVLH begins with our dedicated and capable staff. Becky Luettt has served 4½ years as Executive Director and will be retiring May 31<sup>st</sup>. The Board of Directors has formed a search committee to fill this position. Cheryl Mahloch, the Care Coordinator was unable to attend because she is recovering from surgery. Brian Krauss is the Building Manager working closely with John Hoffman the Maintenance Manager. John will be retiring mid-May after 10 years of dedicated service. Katie Luettt serves as the Administrative Assistant and Mary Girard, Custodian rounds out the team.

We are excited for the future, looking forward to the Opportunities and Challenges as we continue to implement and revise the Strategic Plan. You are the heart of FVLH and without you this vital ministry would not exist. It has been his honor to serve on the Board this past year as Chair.

There was a motion, second and vote to accept the 2018 Annual Meeting minutes. Thanks to Sandy LeMoine for recording the minutes.

Vicki Boushele, Treasurer gave her report. She explained the year ended in a deficit because of the immediate need to replace the carpet along with penalties from late filings. Tax money was paid but reports were not filed. Going forward there was a great job done budgeting. The staff and volunteers must manage to budget. Without any surprises we will end the 2019-2020 year with a surplus.

A question was raised by a tenant asking to if the Board and staff could keep the tenants more informed, maybe a monthly note.

There was a motion, second and vote to accept the 2018 financials. There was another motion, second and vote to accept the 2019 budget as printed in the Annual Report.

The Mission and Ministry report was given by Becky Luettt. She mentioned that committee members do not have to serve on the Board of Directors. Always looking for additional people to serve. She thanked the Connectors because they improve communications to the congregations.

The Property Committee Report was given by Brian Krauss on behalf of Sandy LeMoine, committee chair. The committee has been strengthened and is closely working with the staff.

Brian saluted John Hoffman, Maintenance Manager as he is near his retirement. John was a true servant, sharing God's love with the tenants. Dick Maloch is very qualified, taking over John's responsibility. Mary Girard, the new custodian is doing a great job! The Lord has been gracious to us.

Volunteers help a great deal. FVLH does a good job utilizing them!

Projects tackled:

- Thirteen (13) Safeway step-in tubs were installed.
- Carpet in the Commons was replaced. This included carpeting the foyer outside the commons along with the elevator.
- The roof is being replaced – there were no leaks, but the roof desperately needed to be replaced.
- Elevator – the committee has done lots of research. It has been a process that is quite complex. The committee is going to work with an outside elevator consultant.
  - There are two elevators. The central core elevator will be replaced. It is very important to the building. The other elevator is near to the commons.
- Appliances – air conditioners were professionally cleaned. Four units were replaced. They will continue to be cleaned every other year. Crystal Print Foundation has concluded the replacement of all the water heaters.

Amy Jo Christianson made the Marketing / Development report. The report was included in the Annual Report. She encouraged everyone to attend the Neil Diamond Tribute concert on Friday evening, May 3<sup>rd</sup>. Tickets are available on-line or at the door. Cabaret tickets are \$30 per person, General Admission tickets are \$25 per person. The Lift Us Up committee (for the matching funds) assisted with the Family Feud in March.

The Care Coordinator report was included in the report. Becky stated this ministry is a great addition for FVLH. Many activities and educational opportunities are regularly available. Cheryl does a great job!

Pastor Dan Luettt, Chaplin said the services are also an important part of the ministry.

Steve asked the Board members to stand and be recognized, thanking them. He recognized the three members leaving the board, Pastor Kurt Hoffman, David Hoks and himself. Prior to Sue Doell, Chair of the Nominating Committee took a few moments to thank Steve for his incredible service to FVLH and the board of directors.

Sue introduced the four candidates to join the board. There was a motion and second to elect Steve Heil, Tommy Melz, Pat Schroeder and Pastor David Skarsten to the board. It passed with a unanimous ballot.

Executive Director Report was given by Becky Luettt, Executive Director. She shared that she met Mary Beth Nienhaus at a Noon Lions meeting that was held at FVLH. From there Mary Beth made the \$50,000 matching grant offer. The Lift Us Up committee has been working diligently to raise the matching funds. So far \$27,100 has been raised. Tickets for the Neil Diamond Tribute concert are still available. The campaign will conclude on May 31<sup>st</sup>.

Becky thanked everyone for their support of FVLH!



New Business: Steve Olson, Chair

- Bishop Bob Herder mentioned that the former pie and ice cream event was sorely missed. Becky shared that it would return and be held on Sunday, October 13<sup>th</sup>.
- Brian Krauss thanked Steve Olson and Becky Luett for their outstanding service to Fox Valley Lutheran Homes!
- Bob Krause said that Jesus Christ walks around here. He uses us all – thank you Jesus Christ for us!! We owe Him all we have!

Steve wrapped up the meeting stating this ministry will be in good hand, in God's hands and the new board. Today a new chair will be elected. A new Executive Director will be hired.

There was a motion to adjourn, seconded and motion carried.

Recorded by  
Sue Doell, Secretary



## BOARD CHAIR REPORT

Praise be to God! While many may look at 2020 as an awful year (because of COVID-19) it was an **amazing year** for Fox Valley Lutheran Homes!

With Lynn Ann at the helm, Cheryl, Brian, Dick, Gloria and Nancy (volunteer) as crew and a host of volunteers as shipmates, 2020 had smooth sailing with an occasional big wave forcing course adjustment.

The year began with the normal planning for events and projects. We were in talks with Dan Schutte to do a fundraising concert. Dan wrote the song "Hear I Am Lord" and is the nephew of FVLH supporter Vivian Schutte. Unfortunately, the concert did not happen, because of COVID. At the same time, we began planning for the move of the laundry room. The board and staff realized the central elevator, leading tenants to the basement laundry room, would sometime cease being a viable option. A new laundry room was built by retrofitting and expanding the women's bathroom in the Commons. Finding Time Contracting created a wonderful, new, attractive space. Rather than having a formal ribbon cutting, the board members gave the tenants quarters and pods for "the first load on us"! At the same time, automatic door openers were installed making the Commons more accessible for our tenants using walkers.

Lynn Ann attacked ways to reduce our expenses. She was extremely successful! A new contract was signed with Spectrum saving us money and giving the tenants access to additional television channels. She reworked our Workman's Compensation structure, eliminated an unused telephone line and asked for tax refunds and eliminated paying taxes because we are a 501(c) 3 tax exempt organization. She worked with American National Bank to reduce our mortgage and we continue chipping away at that expense.

When the PPP funding became available, Lynn Ann, along with our partners at American National Bank, received the money. Additional fundraising throughout the year includes a Spring Appeal, 12 days in July, Virtual Run/Race and Advent Appeal. Thank you for your generous support to all our fundraising opportunities.

Lynn Ann applied for, and received, a HUD COVID Relief Grant (working through the City of Appleton). The money began the process of connecting our tenants to technology allowing them to communicate with their families and decrease their social isolation. Wi-Fi was installed in Linwood Place Apartments and each tenant was given a tablet and training to utilize this new technology.

Our building has remained fully occupied throughout the year. As tenants moved, the staff cleaned, painted, and updated apartments. Updating means replacing old appliances and putting in new carpeting. This is costly, but extremely important to the long-range viability of Linwood Place Apartments!!

The Mission & Ministry committee stepped up to help our tenants know they are important to us! Using many Thrivent Action Team grants and donations, tenants received dilly bars, candy, cookies, caramel apples, apple turnovers, flowers, and a Christmas dinner delivered to their door. Some of the tenants also participated in hallway bingo games, with varied prizes!

While I am proud of the many things that happened this past year, I am most proud of getting our By-Laws revised, writing a new Tenant Handbook and revising the Employee Handbook. The overall organization of FVLH has taken a huge step forward. I am extremely grateful for our hard-working employees and board members along with a host of other volunteers. Together, we are making FVLH / Linwood Place & Commons a wonderful place to live and play!

Thank you, Lord Jesus, for giving me the opportunity to serve you!!

Shalom,  
Sue Doell, Board Chair



## EXECUTIVE DIRECTOR REPORT

Philippians 4:6-7

Do not be anxious about anything, but in every situation by prayer and petition,  
with thanksgiving, present your requests to God.

And the peace of God which transcends all understanding,  
will guard your hearts and your minds in Christ Jesus.

Living with the challenges presented by the COVID-19 epidemic certainly gave all of us cause to be anxious. Our tenants have spent the last year self-isolating from family and friends. Life as we knew it changed. Many of us were filled with anxiety as social isolation created a plethora of issues affecting both our mental and physical well-being. Yet, in the thick of the pandemic, God heard our prayers, and He continues to send messages of love and support from unique connections that most of us didn't know existed.

Messages of love came in many shapes and sizes including:

- face masks and bottles of sanitizer,
- books for our library and children's artwork,
- cards and letters of encouragement from community members of all ages,
- apartment door decorations,
- food donations and offers to shop for and deliver groceries,
- care packages that included specialty pasta, cookies, candy, flowers, fruit and vegetables,
- labor and materials to complete outside grounds projects and building maintenance including donations of bird feeders

Donations and financial support continued even though the epidemic cancelled our ability to hold our usual fundraising events. We were able to mitigate our losses with a PPP grant. A COVID response technology grant allowed us to install Wi-Fi throughout the building and provide tablets for each tenant to use for virtual visits. These grants would not have been possible without the collaboration of local businesses and our elected officials. Donations from community members and congregations provided funds plant trees, install automatic door openers at our entrances, upgrade our wellness equipment (thermometers, etc.) and ramp up our cleaning/disinfecting process to prevent the spread of COVID.

While we cancelled all social events, tradesmen were able to complete the transition of our laundry from the basement to the Commons. A new large screen TV has been installed in our Commons in anticipation of group events. Prayers were also answered as we welcomed a new stylist to our hair salon. Our staff, board of directors and team of volunteers remain steadfast in their support to the needs of our tenants.

All these wonderful gifts and acts remind us of the love and peace that Jesus sends us. Jesus continues to guard our hearts and minds as we continue the ministry of Fox Valley Lutheran Homes.

In His Name,  
Lynn Ann Clausing Rusch, Executive Director



## CARE COORDINATOR REPORT

My role as Care Coordinator is to provide coordinated care to the tenants by assisting them along with their caregivers to manage "independence and aging in place" with safety and dignity here at Linwood Place. This role dovetails perfectly with FVLH'S mission of "supportive independent living in a faith based senior community".

During the first three months of the year, I set up or presented the following educational events:

- World Food Safety Day
- How to Avoid the Flu
- Blood Pressure – what is it and what it means
- Weekly Tai Chi
- Thirty-One Countries – Jerry Hein
- Tornado Awareness
- FAST – Warning signs of a stroke
- COVID information.
- How to Live Safely on Blood Thinners



THEN, COVID restrictions hit! WE all know how our lives changed. March 15<sup>th</sup> ended all the activities at FVLH, no more classes, cards, dominoes, or parties. Tenants were to remain in their apartments and needed to wear masks when they left their apartments. Family visits consisted of phone calls or ZOOM (computer contacts). Purchasing groceries and getting to doctor appointments became a nightmare. Isolation and loneliness became an everyday companion!

SO – when life gives us lemons, we make lemonade! I made more telephone calls to tenants, saw them in their apartments or 1:1 in my office and coordinated with families as needed. I held the annual Flu Shot Clinic as before, but we wore masks, had scheduled times for each tenant and stayed six feet apart. We have 47 tenants and 28 of those got their flu shot at FVLH.

We were blessed to receive boxes of food through Feeding America of Eastern Wisconsin. These weekly donations were given to the tenants on a rotating basis.

I made over 680 "contacts" with tenants during 2020 and completed 8 assessments for possible new tenants. A contact may be something as simple as a blood pressure check or a more complicated medical issue requiring additional resources. My title as Care Coordinator is very appropriate as I often work with hospitals, nursing homes and families to facilitate a seamless plan of care. We at FVLH have a great staff of Lynn Ann, Brian, Dick and a great volunteer named Nancy, together we work to keep our tenants healthy, happy and safe!

We are blessed with wonderful volunteers who donated thousands of hours of their time in 2020. In addition to these documented hours, we have others who have helped with various events and projects. Thank you all! I look forward to another great year at FVLH.

Cheryl Mahloch, RN, Care Coordinator

## 2020 COMMITTEE MEMBERSHIP

## Executive Committee

Sue Doell, Chair  
Karen Roherty, Vice-Chair  
Dawn Jones, Secretary  
Pat Schroeder, Treasurer  
Lynn Ann Clausing Rusch,\* Executive Director

## Property

Ron Robertson, Chair  
Matt Coenen\*\*  
Sandy LeMoine\*\*  
Joe Martin  
Ozzie Rapp\*\*  
Sue Doell, Ex Officio  
Brian Krauss,\* Building Manager  
Dick Mahloch,\* Property Manager  
Lynn Ann Clausing Rusch,\* Executive Director

## Marketing / Development

Amy Jo Christianson, Chair  
Allen Borgwardt\*\*  
Sue Doell  
Jake Czarnik-Niemeyer  
Joe Martin  
Jody Tews  
Lynn Ann Clausing Rusch,\* Executive Director

\* Staff

\*\*Volunteer, Non-Board Member

## Nominating

Jake Czarnik-Neimeyer, Chair  
Dawn Jones  
Pastor Leon Knitt  
Sue Doell, Ex Officio

## Mission & Ministry

Karen Roherty, Chair  
LaVonne Babcock\*\*  
Pastor Connie Bramlett  
Jake Czarnik-Niemeyer  
Lynn Keberlein\*\*  
Pastor Leon Knitt  
Tommy Meltz  
Sue Doell, Ex Officio  
Cheryl Mahloch,\* Care Coordinator  
Lynn Ann Clausing Rusch,\* Executive Director

## Finance

Julie Reinke, Chair  
Pat Schroeder, Treasurer  
Jeff Miller  
Pastor Dave Skarsten  
Sue Doell, Ex Officio  
Lynn Ann Clausing Rusch,\* Executive Director

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## FINANCE REPORT

Fox Valley Lutheran Homes (FVLH) was blessed in so many ways during the calendar year 2020 including financial stability in a year of uncertainty. Donations continued to arrive from churches and individuals. Our Executive Director demonstrated her talent as a grant writer and secured a PPP grant to assist with salaries and utilities and a HUD grant to provide tablets, Wi-Fi access and computer training to the FVLH residents.

Donations and matching funds from Mary Beth Nienhaus provided the means to create a first-floor laundry room off the Commons. Appreciation is extended to the Property Committee for their planning and follow through.

Crystal Print Foundation honored their multi-year pledge to assist with FVLH roof repairs. Their 2020 contribution was used to pay down our mortgage which funded the repairs in 2019.

Small gifts also have a sweet spot in our community. A tenant started an Angel Fund which funds random acts of kindness when a fellow resident is in need.

FVLH introduced a budget of \$400,000 for 2021 which was approved by the Board of Directors. The revenue base includes a 3% rent increase for tenants. FVLH projects rent income and benevolence to cover anticipated expenses for the upcoming year.

We ended the 2020 calendar year with a surplus and the Board of Directors created a capital improvement fund. The Property Committee is tasked with reviewing our needs and setting priorities to improve the FVLH campus. Stay tuned for progress reports.

FVLH and Crossway Camping Ministries will exchange audit teams to review the 2020 and 2021 financial records of both organizations. FVLH has reviewed and completed the Crossway Camp records. The review of FVLH records will be held in early 2022.

Many thanks to the staff and board members for their service during 2020. Zoom meetings, masks and social distancing have allowed us to continue our ministry. Praise be to God!

Respectfully submitted,  
Julie Reinke, Finance Committee Chair  
Patricia Schroeder, Treasurer



**FVLH Comparison  
2020 Actuals to 2021 Budget**

<b>INCOME</b>	<b>Actual 2020</b>	<b>Budget 2021</b>
0 - Carry over from 2020		66,896.51
Checking		-38,452.06
Property projects		-24,000.00
Laundry match		-4,444.45
Money carried over from 2020 is not included in the 2021 budget figures		
1 - Linwood Place Income	360,350.66	335,307
2 - Ministry (Internal)	13,975.74	13,036
3 - Payroll Protection Program (PPP)	22,802.50	0
4 - General Contributions	47,660.11	60,534
<b>TOTAL INCOME/REVENUES</b>	<b>\$444,789.01</b>	<b>\$408,877.00</b>
<b>EXPENSES</b>	<b>2020 Actual</b>	<b>2021 Budget</b>
Payroll Expenses	106,483.92	107,720.74
201 - Insurance	18,725.62	21,569.00
202 - Elevator	3256.61	3,176.00
203 - Repairs & Maintenance	45,376.57	57,325.00
204 Cleaning & Cleaning Supplies	6,042.04	10,020.00
205 Grounds Care	4,057.80	9,979.00
206 Advertising Linwood Place	0	100.00
207 Tenant Background Checks	27.55	0
208 Fire & Safety	3,858.28	3,928.00
210 Special Project Expenses	14,886.13	
210 HUD COVID Response Expenses		24,946.00

<b>EXPENSES</b>	<b>2020 Actual</b>	<b>2021 Budget</b>
301 General Utilities	26,391.78	25,260.00
302 Total Electricity	11,938.29	13,857.00
400 Bank & Finance Expenses	118,493.36	109,634.00
500 Commons	872.11	250.00
600 General Office Expenses	14,251.51	13,974.00
701 Mission & Ministry	125.00	200.00
702 Marketing & Development	2,848.56	2,757.00
Unapplied Cash Bill Payment Expenditure	257.37	0
<b>TOTAL EXPENSES</b>	<b>\$377,892.50</b>	<b>\$404,695.74</b>

	<b>2020 Actual</b>	<b>2021 Budget</b>
Income	\$ 444,789.01	\$ 408,877.00
Expense	\$ (377,892.50)	\$ (404,695.74)
Profit/Loss	\$ 66,896.51	\$ 4,181.26

## FVLH Project Designated Funds Records

These funds are raised or donated for a specific purpose and can only be used for that specific purpose.

Angel Fund			
	In	Out	Total
12/31/2019	Not yet created		
In / Out	\$1,000	\$628.59	
12/31/2020			\$371.41

Automatic Door			
	In	Out	Total
12/31/2019	Not yet created		
In / Out	\$3,200	Transferred to Laundry Room account	
12/31/2020			-0-

Bath Safety			
	In	Out	Total
12/31/2019			\$250
In / Out	\$1,655	\$728	
12/31/2020			\$1,177.00

Façade			
	In	Out	Total
12/31/2019			\$50
In / Out	\$175		
12/31/2020			\$225

Laundry (formerly Elevator) includes Automatic Door donations			
	In	Out	Total
12/31/2019			\$41,801.52
In / Out	\$20,586.83	\$35,876.40	
12/31/2020			\$26,511.95
A minimum of \$17,000 must remain in this account to provide adequate funding. to maintain and disable (when necessary) the central elevator.			

Tenant Security Deposit			
	In	Out	Total
12/31/2019			\$615
In / Out	\$7,378	\$4,960	
12/31/2020			\$3,033

Tree			
	In	Out	Total
12/31/2019	Not yet created		
In / Out	\$200	\$200	
12/31/2020			-0-



## **MARKETING / DEVELOPMENT COMMITTEE REPORT**

As the Marketing / Development committee worked through a wacky 2020, we had to get creative with sharing the good news of FVLH. For the first time, we hosted a 'virtual race'. Our race was held 'on your honor' with online sign up. A nice company out of St. Louis was the host and allowed our donors to sign up for \$10/person, with an option to purchase 'bling' (t-shirt, bib, wrist band). Tenants, locals and even some from out of state participated in our race. Our plans to host another concert were derailed, so in July we hosted a 12 Days of Christmas in July, asking our patrons to donate as if they were giving gifts to friends and family. Constant marketing was done to remain in touch with congregations and those who have supported us in the past. We are looking forward to meeting in person, hosting in-person events and have some great plans for 2021.



## **MISSION & MINISTRY COMMITTEE REPORT**

Our biggest challenge was how to minister to the tenants without dangerous contact during COVID. For the first few months we really did not feel comfortable with any contact. As time went on we pressed forward with getting some deliveries to brighten their days a bit. Several board members accessed their Thrivent grants and there were many monthly activities and treats for the tenants to attempt to lift their spirits. Various members of the committee delivered Dilly bars, cookies, flowers, Christmas goodies. There were two door decorating contests-one for Christmas and one for spring.

We have been diligent about getting photos as these activities took place and posting on social media. Consequently, many people within the community became aware of our tenant's isolation came forward with similar thoughtful gifts for the tenants.

The committee is hopefully planning for future in-person events such as the tenant picnic. We continue to be cautious and will follow CDC guidelines as everyone's well-being is paramount.



## NOMINATING COMMITTEE REPORT

Returning nominees for a second three-year term include:

- Dawn Jones
- Karen Roherty

Nominees for the 2021 Board of Directors include:

- Allen Borgwardt
- Pastor Jennifer DeNitz
- Karen Kish
- Deni Kuchler
- Gwen Schwandt

Brief introductions of the nominees are at the end of this report.

Special thanks to the board members that have completed three or six years of service to the board of directors.

- Vicki Boushele
- Amy Jo Christianson
- Sue Doell



# PROPERTY COMMITTEE REPORT



Fox Valley Lutheran Homes had a busy year in 2020, with many projects completed. The big project completed in 2020 was the relocation of the



laundry room from the lower garage area to an area next to the Commons. Our hope was to make it more user friendly and convenient for our tenants and to provide a waiting area while they complete their laundry.

Our WiFi was installed throughout the building in 2020. Tenants now have the ability to connect virtually with family and friends as well as attend online worship services. This is an outstanding addition to the services we offer here.

We continue with ongoing apartment updates and improvements such as, replacing appliances and carpet, installing step-in bathtubs, and of course, painting. We do this as apartments become available.

Projects for 2021 that are scheduled to be completed:

- Remove front parking lot island
- Mud jacking back door entry
- Repair and paint east side balcony ceilings
- Paint Commons entry around elevator
- Epoxy or tile basement floor

Projects in the planning stages:

- Concrete work around building
- Replace garden beds
- Repave rear parking lot
- Repair roof on outside garage

As with any building, 50 plus years old, the normal aging process comes with repairs and updates, some not always planned.

None of the above would be possible without the help of our donors, volunteers, and dedicated staff. We encourage our volunteers and donors to continue their invaluable support.





## FVLH BOARD OF DIRECTOR NOMINEES

### **Allen C Borgwardt**

I am a member of Gloria Dei Lutheran Church in Neenah, where I have had a few leadership roles over the past 30 plus years. I have a Bachelor's Degree in Social Work, but worked in the marketing and sales field in Senior Living Communities my entire professional working career. I started my career at Evergreen Retirement Community in Oshkosh, where for over 30 years I was their Admissions Coordinator. I worked for Bella Vista in Oshkosh and Matthews Senior Living in the Fox Valley Area. I retired in October of 2019 from Brookdale Senior Living in Appleton, where I was the Sales Manager for almost 5 years. I volunteer as a Co-facilitator of a Men's Grief Group in Neenah, which I have been doing for over 20 years. Recently I started as a Hospice Volunteer for Compassus/Ascension Hospice.

### **Pastor Jennifer DeNetz**

I grew up in Wisconsin (West Bend and Tomahawk). I went to college in Minnesota (Golden Valley Lutheran College and Concordia). I went to seminary in Dubuque, Iowa at Wartburg Theological Seminary which included a year in Germany. I have served in four congregations: Calvary, Green Bay; Our Redeemer, Menasha; Trinity, Waupaca and Prince of Peace, Appleton. I enjoy my role as a pastor especially leading worship, teaching youth, visiting members, and giving retreats. I live with my cat Gracie but have an extended network of family and friends that are my support. I like to spend my free time visiting loved ones, walking, talking, sharing a meal, or attending a theater or musical event.

### **Gwen Schwandt**

I am a graduate of the Lutheran Bible Institute, Minneapolis, MN. This was a two-year course for students who were interested in the non-ordained work of the church, under the title of "Parish Worker". I came to Appleton in 1966 and worked in the beginning development of Prince of Peace Lutheran Church. I was married in 1967, later had 3 boys and widowed in 2017. I am a member of Zion Lutheran Church.

### **Karen Kish**

Born and raised in the Fox River Valley. Joined the U.S. Navy during the Vietnam Era. Traveled around the world for 10 years on Uncle Sam's dime. Settled back in the Fox River Valley to raise two children. Worked for two Fortune 500 companies before retiring. Currently a member of and working part-time as Financial Administer for St Timothy Lutheran Church.

### **Deni Kuchler**

I've been an active member of First English Lutheran Church (FELC) for 15 years. Currently, I'm working as the Neighbor Network Coordinator for FELC – a role where I seek to help identify skills and assets in the community and our congregation as pair them with unmet needs. Prior to beginning this role in 2020, I was a stay-at-home Mom for 7 years to two daughters, Ruby and Margot. After graduating with a degree in Journalism with an emphasis on Advertising and Public Relations from UW-Oshkosh, I worked in retail and merchandising, primarily for School Specialty as a Category Manager for Early Childhood and Supplemental Education products. I live in Menasha with my husband Dan and our two children. I enjoy traveling (when safe), cooking, gardening, weight training and running.



**Christmas Door Decorating contest, top three winners!**



**Valuable volunteers for spreading mulch and planting trees!**

