



BOARD OF DIRECTOR'S MEETING MINUTES

Tuesday, October 5, 2021

5:30 pm – Room 200 B|C

Attendance

Board Members: Donna Blaul, Camilla Fischer, Mike Heidemann, Diane Horsager, Gene Mickelson, Jay Olstad (absent), Barb Peterson, Marlene Robertson, Josh Tuchscherer (absent)

Staff: Jeff Marian, Jane Victorey, Julie Klein

Call to Order

Barb called the meeting to order at 5:30 pm and Jeff led the Board in devotions.

Agenda

Motion by Camilla to approve the agenda with flexibility. Second by Marlene. Motion passed.

Approval of September 7, 2021, Meeting Minutes

Motion by Gene to approve the minutes of the September 7, 2021, meeting. Second by Mike. Motion passed.

New Business

- **Foundation Board Members**

Motion by Gene to approve Kathy Kieffer to a 3-year term and DeAnn Purcelli to a 2-year term beginning November 2021, and to approve Kathy Culp, Vonnie Kahnert and Nicole Rees to 4-year terms beginning July 2022. Second by Marlene. Motion passed.

- **Sabbatical Policy**

The Board briefly discussed the current sabbatical policy as it relates to ordained staff and ministry directors.

Reports

- **Lead Pastor Report – Jeff**

A staff development platform called *Leadr* was launched at the end of September. Jeff will use this software on a trial basis for the next year with his direct reports. The heart of the platform is regular one-on-one meetings focused on development, support, goal setting and accountability.

Jason Kramme has made a strategic decision to utilize coaching as a platform for moving people along a spiritual formation process. To that end, about ten staff members are participating in an intensive training program which provides the fundamentals of coaching. Though Jeff is a certified coach, he is also participating in the training so that he shares a common language with the staff. In addition to that training, he is currently in a certification process for a coaching orientation called Narrative, which helps people to expand their potential by exploring the stories they live by.

Jeff will be helping to lead an intensive for young pastors in Portland, Oregon in mid-October as part of the *Leadership on the Way* initiative. The focus will be on self-care and adaptive leadership in these challenging and changing times.

The Engage Bible Study resumed in September. The format is changing a bit, going through entire books of the bible in four-to-six-week units and switching teachers with each unit. The pastors are making use of an ELCA bible study resource which will save quite a bit of time for the teacher.

- **Finance Director Report – Jane**

August offerings are slightly better than budget, but below last year August by about \$14,000. Year to date we are off by \$31,200 from budget. Preschool and Family Ministry enrollment are both below projections. Worship income is below budget because a \$12,000 grant has not yet been posted.

Expenses are below budget by \$58,000 – with nearly across the board savings. Salaries and benefits continue below budget because of reduced hours that the building is open and a few unfilled positions. Facilities cost is running over budget because of excess utility cost from construction, and that will be posted to construction cost when Phase 2 is complete. Net revenue is down \$32,000 from budget.

Total campaign giving through September 29 is \$2,177,431 for Phase 2. Our current loan is \$2,585,978 and the current bank balance for construction expenses is \$-1,529. The net proceeds from the sale of the Christian Life Center (CLC) is \$6,369,150, and \$2,869,150 has been spent from these proceeds towards Phase 2 work, architect fees and the parking lot. \$3.5M was used to pay down the construction debt. The entire balance of dedicated CLC sale proceeds has now been used for Phase 1 and 2 construction expenses. We have an additional \$2.9M in borrowing capacity.

Phase 2 costs to date total \$5,084,327 including construction payments, architects, FFE (advance purchases of chapel & sanctuary worship technology), and the parking lot. Of this, \$121,355 is funding for sanctuary technology that is part of a later phase. The excavating costs were an in-kind gift on our Phase 2 construction, with a value of \$369,000, which had been factored in the costs. In addition, the bituminous work and curb and gutter on the west side have now been donated also. That will save at least an additional \$40,000 on the project.

Mission and Ministry commitment cards were mailed with the annual report, with a request to be returned by October 3. Reminders will continue to be communicated every few weeks during the fall. To date, 124 pledges have been received totaling \$456,000. This does not include those who give through Vanco – either with or without a change in giving this fall. In a typical year about 250 hard copy pledges are received at this stage of a stewardship appeal.

Trevor Skorburg has been hired as the new Food Shelf Coordinator for Mission Outpost. A student at Luther Seminary, Trevor begins this part time position October 11. Jacob Berg will join staff in mid-October. Jacob will provide audio video support at 30-35 hours per week which was previously provided from a contractor and temporary staff person. Matt Johnson is moving to a part time role as he returns to school. Tim Frederick was hired to pick up a portion of Matt's work in Family Ministry. Tim will report to StuMin Coordinator Dana Becker and started the end of September.

Two open positions remain: A part time Facilities Team member, Monday through Thursday, 5:00-9:00 pm and Saturday 12:00-7:00 pm, and Community Resource Leader in Mission Outpost. Interviews are in process for the Mission Outpost position.

- **Construction Update**

The Chapel dedication is scheduled for the weekend of October 16/17 after all services. The new chairs have been selected and will likely cost about \$70,000 for 300 chairs. Old sanctuary chairs are being used for now, but they do not slide well when the room is set in tables and chairs; and they are not as stackable or durable as the chairs that have been selected.

The new Chapel space has been piloted with Family Ministry gatherings and a staff member's wedding. There have been no major glitches. The Worship Arts Team is still working out the logistics of getting the platform reset between events and fine tuning the technology. The Chapel will not be in general use outside of Family Ministry until after the dedication.

The Mission Outpost renovated space continues to be delayed by the lights that were on back order. That's holding up the ceiling installation and carpeting. In addition, the partition separating the childcare and preschool areas is on back order. The walk-in refrigerator and freezer were anticipated to be delivered December 2, though we need to be prepared for further delay. They are completing everything else so that the refrigeration units can be installed quickly when they arrive, so Mission Outpost can move to the new space.

The Board entered closed session at 6:10 pm and entered regular session at 6:35 pm.

Motion by Diane to receive and file the written reports for October submitted by Jane Victorey, Finance Director and Jeff Marian, Lead Pastor. Second by Camilla. Motion passed.

Adjournment

Barb adjourned the meeting at 6:50 pm and Mike closed the meeting in prayer.

Respectfully submitted,

Julie Klein
Recording Secretary

Camilla Fischer
Secretary