



BOARD OF DIRECTOR'S MEETING MINUTES

Tuesday, February 1, 2022

5:30 pm - via video conference

Attendance

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

Staff: Jeff Marian, Jane Victorey, Julie Klein

Guests: Curt Carlson, Chris Erickson

Call to Order

Barb called the meeting to order at 5:30 pm.

Agenda

Motion by Josh to approve the agenda with flexibility. Second by Jay. Motion passed.

Approval of January 4, 2022 Meeting Minutes

Motion by Jay to approve the minutes of the January 4, 2022 meeting. Second by Josh. Motion passed.

New Business

- **Creation Care Covenant**

One of the priorities stated in the strategy work of the staff leadership team is a deeper partnership with our Care for Creation Team. Pastor Jeff is suggesting that Care for Creation become a part of our POP for Justice initiative.

Care for Creation Team members Chris Erickson and Curt Carlson were present to discuss and answer questions about a progressive creation care plan with the goal of enhancing Prince of Peace's position as a responsible steward of God's gift of creation and proposed next steps. The Board received a copy of the Care for Creation proposal, a *Congregational Care-for-Creation Covenant* from Lutherans Restoring Creation, and a *Memorial Calling for a Just Transition to 50% Reduction in US Greenhouse Gas Emissions by 2030* in advance of the meeting.

The Board affirmed the Memorial to be sent to the Saint Paul Area Synod Assembly in May. Jeff will convey this information to Bishop Patricia Lull. The Synod Assembly will deliberate sending it to the ELCA Churchwide Assembly which will be held Columbus, Ohio in August.

The Board believes that the Congregational Care for Creation Covenant should be discussed at a congregational forum this Spring and then voted upon by the congregation at the next annual meeting in June.

- **Board Nominating Team Update**

Josh provided an update on the progress of the Nominating Team. The team will convene again on February 15. Board candidate applications are due by February 27.

Barb addressed a few housekeeping items:

- She conveyed a message of thanks from Eric Elton to the board for their role in hospitality during the grand opening of the Mission Outpost on January 23.
- Barb also informed the board that questions regarding a potential partnership with the Dakota County Family and Child Clinic have been addressed and resolved.

- Board members will be present in the Community Room after worship services beginning Sunday, February 6, with the purpose of connecting with the congregation. Barb will coordinate an ongoing schedule for the first Sunday of the month with the board members.

Reports

- **Lead Pastor Report – Jeff**

After an extended conversation with attorneys Jeff informed the Board of the decision to cease efforts to form a volunteer security team at Prince of Peace. However, we will pursue the organization of a medical emergency team. This would entail identifying doctors, nurses and paramedics in the congregation and asking them to alert the head usher when they are in worship. In the event of a medical emergency, we would ask these volunteers to utilize their professional skills until paramedics arrive. In addition to recruiting volunteers, we will explore the purchase of medical emergency kits for both adults and children to have on hand.

The staff leadership team will continue strategic planning work on February 7. Jeff will provide a progress report to the board each month.

The pastoral team gathered for the first of several day retreats on January 25 to gain consensus and clarity around core beliefs. Jeff provided the team a list of core questions ahead of time in preparation for discussion at the retreat. The team appreciated the opportunity to gather for open conversation around these questions.

Jeff has been in conversation with church colleagues across the country, noting the common struggle with ambiguity and uncertainty in this season of the pandemic, especially as it relates to church attendance and ministry engagement. Jeff noted the importance of personal invitation and contact, and Jason Kramme is currently working on a plan for connection with the congregation. Jeff looks forward to taking what Jason is learning and implement best practices for engagement.

- **Finance Director Report – Jane**

Offerings are currently \$107,000 below budget through December, and January offerings should be at budget or better. We continue to have savings in the interim in payroll and loan expense, which is keeping our net revenue better than budget year to date, yet still at a deficit. The budget this year projected a net deficit of \$115,000 as we deal with another pandemic year.

Our unrestricted cash reserves are now \$1.1M. This includes return of the escrow money from the City of Burnsville. Ebenezer's share of the parking lot construction was \$87,000, and those funds were returned to the capital campaign fund. The operating reserve balance is providing a cushion to weather the impacts of the pandemic and make good long-term decisions as we deal with trends in program needs, revenue, and attendance.

The budget template has been created for the next fiscal year and Jane asked the staff leadership team to complete their first draft by the beginning of March. Jane will be meeting with our benefits administrator, technology vendor and our insurance agent to estimate changes in costs for next year. Jeff and Jane will be meeting to talk through staffing needs. Within a month or two we will have a good idea of the impact of being in one building on utility costs. We will also have our loan finalized and know the maximum principal and interest for the next 12 months. We are able to re-amortize our loan once per year as we make additional principal payments on the debt.

Jane worked with our new software vendor to create a simplified statement design for giving statements. Jane was recently informed that our audit firm needs to reduce the number of clients they serve due to a staffing shortage so she will be requesting quotes from other companies.

Construction Update – Jane

Through January, Phase 2 construction costs total \$6,397,000 of the \$7.55M projected cost. Current construction debt is \$3.336M for Phase 1 and 2 together. Our final loan will be finalized in April as the remaining construction bills are paid.

The move from the Christian Life Center (CLC) building is complete, and Mission Outpost opened on January 10, and have now realized our goal of being one church under one roof. Fairview Health Systems has been given notice that we will vacate the CLC building on February 28, 2022. This gives our facilities team time to complete cleaning out the building. Kurt Oestreich has been selling unneeded furniture and fixtures, as well as selling scrap metal from the building.

Motion by Mike to receive and file the written reports for February submitted by Jane Victorey, Finance Director and Jeff Marian, Lead Pastor. Second by Marlene. Motion passed.

Adjournment

Marlene closed the meeting with devotions and prayer, and Barb adjourned the meeting.

Respectfully submitted,

Julie Klein
Recording Secretary

Camilla Fischer
Secretary