



BOARD OF DIRECTOR'S MEETING MINUTES

Tuesday, April 5, 2022

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

Staff: Jeff Marian, Jane Victorey, Julie Klein

Call to Order

Barb called the meeting to order at 5:30 pm, and Donna provided devotions.

Agenda

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

Approval of March 1, 2022, Meeting Minutes

Motion by Donna to approve the minutes of the March 1, 2022, meeting. Second by Marlene. Motion passed.

New Business

- **Board Nominating Team Update**
Interviews with potential board candidates and the Nominating Team are set for April 18 and 19. Board candidate recommendations will be made by the Nominating Team at the May board meeting for approval by the congregation at the annual meeting in June.
- **Bylaws Language Update**
An issue regarding Prince of Peace bylaws language was brought forward to the board, discussed and vetted by legal counsel. No further action will be taken.
- **Sabbatical Policy**
Following discussion from a previous board meeting, Donna and Gene worked together to provide further clarity and structure to the current Sabbatical Policy. They presented their proposed changes to the board for review and discuss. The board will vote on the final updates to the policy at the May meeting.
- **June 2022 Annual Meeting**
The annual congregational meeting will be held on June 12/13 during all worship services. Following two years of unprecedented history of the pandemic, we will resume to voting in person at the 2022 congregational meeting.
- **Review Draft Budget**
Jane provided the board with the first draft of the 2022-23 budget. The final budget will be presented at the May Board meeting for recommendation of approval to the congregation at the annual congregational meeting in June.

Reports

- **Lead Pastor Report – Jeff**
The position description for the Communications Director has been revamped from the previous description to reflect a more normative scenario in which graphic and web design are separate functions from the strategic work of a communications director. We are in process of hiring two positions in the communications area – a director and a web & graphics designer.

In the meantime, Beth Beaty has done a fine job of stepping up in the role of interim communications director.

Matt Johnson, our worship creation director, will be leaving Prince of Peace after Easter to pursue a full-time career in counseling, after previously moving to part time to pursue his counseling degree. Mark Slaughter and Jason Kramme are determining how Matt's role is filled.

Our StuMin Director Dana Becker, currently enrolled in seminary, will receive her internship assignment on April 15.

Jason Kramme is working collaboratively with several other large local Lutheran churches to plan adult formation opportunities. The Synod has provided some funding which will allow us to engage a graphic designer to create a catalog, as well as some needed software. In addition, the Synod staff is submitting a proposal for this project to the ELCA for a Congregational Vitality grant. Their thinking is that, if successful, this model will lay groundwork for struggling congregations nationally to collaborate in ways that multiply ministry while reducing cost and effort.

April 21 through May 8, Jeff will be joining our friends from Peace Lutheran Church in Gahanna, Ohio for a fourth joint venture, this one to Scotland and Ireland to trace the roots of Celtic Christianity. Over 55 people will be a part of this tour.

- **Finance Director Report – Jane**

Offerings are close to budget for February, and year to date are off by about \$60,000. We have substantial savings in payroll and loan expenses. We are still down several positions and will likely have additional savings over the next month or more. The loan was set in March with first principal payment due April 1. This was later than projected and provided some savings in payments on principal this year. With the savings in expenses, Jane is projecting a final deficit of about \$35,000 vs. the \$115,000 deficit budgeted.

As of the end of February, we have \$1,266,000 in unrestricted cash reserves. Jane anticipates \$140,000 needed for cash flow through the end of the year. We are also temporarily using up to \$350,000 in unrestricted reserves to cover the balance of construction expenses until donations cover. Using these reserves allowed us to set a reduced amount of final debt to lower our ongoing principal and interest payments.

Our final loan amount was set at \$3,250,000 for an April 1 start to principal and interest payments. The payments will be \$17,580 per month, or \$210,960 per year. Next year the interest portion of loan payments will be \$114,280 and the principal will be \$96,680. In contrast, the interest payment alone on debt in 2009 was \$211,300, and no principal payments were made.

Pledges plus unpledged gifts received total \$3.9M, and total campaign giving through March 23 is nearly \$2.9M for the Get It dONE campaign.

Sarah Highum joined our staff as full-time database administrator on April 5, and a candidate for the bookkeeping position has accepted. The part time facilities position remains open.

Motion by Josh to approve contracting with the certified public accounting firm of Olson Theilen to complete a financial audit. Second by Camilla. Motion passed.

- **Board Connection Update**

Gene, Marlene, Donna and Barb enjoyed the opportunity to connect with the congregation after worship services on the first Sunday in March and April. Board members were present in the Community Room at a designated, highly visible location, to provide an opportunity for those in attendance to connect, engage and ask questions. This board connection opportunity will continue the first Sunday of the month with 2-3 board members present on a rotating basis.

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

Adjournment

Barb adjourned the meeting at 7:30 pm and Jeff closed the meeting with prayer.

Respectfully submitted,

Julie Klein
Recording Secretary

Camilla Fischer
Secretary