



BOARD OF DIRECTOR'S MEETING MINUTES

Tuesday, September 6, 2022

5:30 pm – Room 200 B|C

Attendance

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

Staff: Jeff Marian, Jane Victorey, Julie Klein

Call to Order

Barb called the meeting to order at 5:35pm and Gene led the Board in devotions.

Agenda

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

Approval of August 2, 2022, Meeting Minutes

Motion by Gene to approve the minutes of the August 2, 2022, meeting; second by Jay. Motion passed.

New Business

- **Stewardship**

Jane, Jeff and Pastor of Spiritual Formation and Stewardship Jason Kramme, and Communications Director Beth Beaty met on stewardship plans for this fall. Interim giving statements will go out mid-October, with updates on both Mission and Ministry giving and the capital campaign. An annual report is in process to show the impact of giving on ministries at Prince of Peace. This will be mailed with 2023 pledge cards in late October. An invitation to Advent/Christmas worship and events will be mailed in mid-November, along with a return envelope for Christmas giving.

- **403B Board Liaison**

Gene will continue to serve as board liaison to the 403B team.

- **Nominating Team Liaison**

Marlene offered to serve as liaison to the Nominating Team in addition to Mike. Josh Wigley has served two terms on the Nominating Team, and Drew Shaman has decided not to serve another term, so two spots will need to be filled.

Reports

- **Lead Pastor Report – Jeff**

Jeff is connecting via phone with our transition consultant, Dave Travis, every other week. These calls have been an opportunity to bounce things off Dave and learn from his experience. When the Call Committee is established, our Synod Bishop Patricia Lull will serve as the liaison to the team. Following formation of the Call Committee, a Succession Team and Transition Prayer Team will need to be established. A transition update will be provided every two weeks via the *Weekly Update*. Some will also be posted on our social media channels to update the congregation on the process and where we are.

Prince of Peace is gaining a reputation for being a place that welcomes, accommodates, includes and loves individuals with various special needs, especially in, though not limited to, Family Ministry. While this is certainly a way that we reflect Christ's love to the community, it also raises questions about how much we can do, what costs and liabilities are involved, and much more. This topic was recently discussed at a staff leadership team meeting and we decided to pull together a group of Prince of Peace disciples who have either interest or expertise in this area. Their initial task will be to create a vision for what this ministry looks like and will then get into specifics.

Jody Slaughter began her internship with All Saints Lutheran Church in Eagan in August. As her supervisor Jeff will be meeting with Jody monthly to explore various topics of pastoral leadership.

Members of the staff at Peace Lutheran Church in Gahanna, Ohio spent four days shadowing our staff, engaging in our meetings and processes and holding conversation about it all. So many things that we take for granted were overwhelming and amazing to them (eg. how meetings run, how worship is produced). Prince of Peace continues to be a teaching congregation for those who want to learn.

- **Finance Director Report – Jane**

July started the new fiscal year with both offerings and expenses better than budget. Salaries and benefits are significantly below budget from continued unfilled and delayed positions, and fewer benefits selected by staff than was budgeted.

As of the end of July, we have \$1,073,394 in unrestricted cash reserves. Jane anticipates needing up to \$135,000 of our operating reserves for cash flow until year end giving replenishes these funds. Use of operating reserves for construction expenses has been reduced from \$121,000 to \$79,000, and this deficit will be covered as donations continue to the capital campaign. Pledges remaining through January 2024 are just under \$1,000,000.

Three audit team members were on site this past week for three days doing field work for our audit. In addition to the workpaper review, they audited the process for payroll, accounts payable, offerings, and tuition.

Micah Maeda has been hired as our new Student Ministry Director. Micah started on August 30 and comes to us with youth/student ministry and tech production experience at Mill City Church and Common Ground in Eagan.

Jane is completing the work on raises for staff that will take effect on September 15, along with one-time bonuses to compensate for the spike in inflation and show appreciation to our staff. The raises will fit within the budgeted salary number because of changes in how positions were hired and savings on benefits. The bonuses will be covered by the one-time savings we have from delayed hiring and use of the contingency that had been budgeted in this year.

Marie had numerous teacher openings in preschool due to retirement and transitions to the public school system. She hired 6 staff this year to cover 4 teachers who left. All of the teachers are certified and well qualified – and enthusiastic about being on staff at POP.

Motion by Tom to receive and file the written reports for September submitted by Jane Victorey, Finance Director and Jeff Marian, Lead Pastor; second by Mike. Motion passed.

Adjournment

Barb adjourned the meeting at 6:40 pm and closed the meeting in prayer.

Respectfully submitted,

Julie Klein
Recording Secretary

Diane Horsager
Secretary