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**BOARD OF DIRECTOR’S MEETING MINUTES**

**Tuesday, April 4, 2023**

**5:30 pm – Room 200 B | C**

***Attendance***

**Board Members:** Donna Blaul (absent), Mike Heidemann, Diane Horsager, Gene Mickelson, Tom Nelson,

Jay Olstad, Barb Peterson, Marlene Robertson, Josh Tuchscherer (absent)

**Staff:** Jeff Marian, Jane Victorey, Julie Klein

**Call to Order / Devotions**

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

**Agenda**

 *Motion by Marlene to approve the agenda with flexibility; second by Tom. Motion passed.*

**Approval of March 7, 2023, Meeting Minutes**

*Motion by Gene to approve the minutes of the March 7, 2023 meeting; second by Mike. Motion passed.*

**New Business**

* **Board Nominating Team Update**

Interviews with potential board candidates and the Nominating Team are set for the week of April 17. 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.

* **Transitions Update**

Kienan Mick has been hired as our new Director of Finance and will begin April 27. Kienan previously worked as an Accounting Manager at Westminster Presbyterian Church in Minneapolis, and most recently has served as Director of Finance & Administration at Edina Community Lutheran Church. Interviews continue for the Human Resources Manager position. The Call Committee has begun interviewing candidates for the Lead Pastor position.

* **Congregational Phone Calls Update**

Board members provided updates on their phone conversations with congregation members.

* **Review Draft Budget**

Jane provided the board with the first draft of the 2023-24 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.

* **Other Business**

The Board discussed hosting a future meeting with past board presidents and our new lead pastor. Jeff hosted a similar event shortly after he arrived at Prince of Peace and encouraged the board to do so.

This is the 60th anniversary year for Prince of Peace. It was suggested we explore incorporating a celebration with POP in the Park picnic this summer.

**Reports**

* **Lead Pastor Report – Jeff**

Jeff launched a weekly “stand up” meeting for pastoral staff, spiritual care and several members of the family ministry team on Monday mornings. At this brief meeting, they will review any new pastoral needs that surfaced over the weekend, note those we have been missing and review any follow needs and assign staff for needed follow up.

Mark Slaughter and our media arts team have been exploring the option of moving to a live stream of our weekend worship service, as opposed to the highly produced version that we currently stream. Our research indicates that the majority of our viewers are Prince of Peace members, and most members prefer to see the actual service. This is a significant shift that will require some equipment, new volunteers, and a steep learning curve.

The summer Vine catalog is now available. A mailing went to all members, which included a link to the online catalog. Print editions are also available on campus. This collaborative ministry continues to grow and get traction.

* **Finance Director Report – Jane**

Offerings are down $78,500 from budget in February, and down $229,000 from last year to date. It still appears that much of the variance year over year is from families still engaged at Prince of Peace or still giving at some level. Loose offerings from worship services are double from what was collected last year, and attendance is up for onsite worship by about 100 per weekend over last year. Our contributors may be waiting to give because of market conditions, are giving later from IRA’s, there could be other timing issues, or impact from overall uncertainty from transition. Expenses are down from budget, and Jane anticipates some further savings in expenses. Jane is projecting a year-end deficit of nearly $125,000 of net operating expenses, and $173,000 total deficit including the principal payments on our mortgage.

As of the end of February, we have $806,026 in unrestricted cash balances. In light of the recent bank failures, Jane moved an additional $120,000 from our bank balances in March to our sweep account to reduce our risk. It still leaves adequate cash balances for ongoing operations, and funds may be transferred back as needed.

In April we invested $15,700 in new speakers for outdoor worship. The cost to rent is $9,000 per year, and these speakers will meet our needs in a permanent installation in Phase 3. We also paid our final architect bill for $2,852. Jane anticipates just $20,000 more for the final H & U construction billing and phase 2 expenses will be complete. She also tracked how much of our expenses applied to Phase 3 with work in the Sanctuary and outdoor worship equipment. So far $233,000 has been spent towards Phase 3 work.

The condition of the small parking lot has significantly deteriorated over the last few years. We are getting quotes on options for repair or replacement of that lot. Ideally the work would be done with Phase 3, but major repairs need to be done if we wait for a complete replacement. If we reconstruct the lot now, we risk locking in some of the layout of Phase 3 outdoor work. The new lot would shift, and the parking stalls would be reoriented.

The Board discussed 3 options. All of them involve excavating the circle drive area and infilling with dirt and sod for now, leaving the sidewalk in place, and keeping the temporary outdoor worship platform in the same location.

* **Board Coffee Connection Update**

Mike provided a brief update on the board coffee connection time from this past Sunday.

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

**Adjournment**

Barb adjourned and Jay ended the meeting in prayer.

Respectfully submitted,

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Julie Klein Diane Horsager

Recording Secretary Secretary