



BOARD OF DIRECTORS MEETING  
April 19<sup>th</sup>, 2022

ATTENDEES:

Josh Pratt	Grant Wurdell	Dave Fine	Nancy Zittergruen
Chris Sebald	Kent Heins	Mark Kroll	Lisa Gunhus
Pastor Adam Hengst			

1. Meeting called to order at 7:07 pm.
2. **Opening Devotional and Prayer.**
3. **Additions to the agenda**—Review list of church repairs presented by Jeff Machemehl.  
Have Jeff compile the following information for the Board.
  - Is there a cost benefit to upgrade gym lights to LED?
  - Have Jeff write up an estimate of the actual cost to upgrade lights.
  - Create a comprehensive list of repair needs for the church and school.

*Motion to approve minutes from March 15<sup>th</sup>, 2022 BOD meeting, with the proposed change: replace “remainder” of funds into a Staff Appreciation Fund with the specific amount of three thousand dollars.*

*Motion to approve: Wurdell, Second: Heins. Ayes: 8 Nays: 0. Abstain: Kroll.*

*Motion approved.*

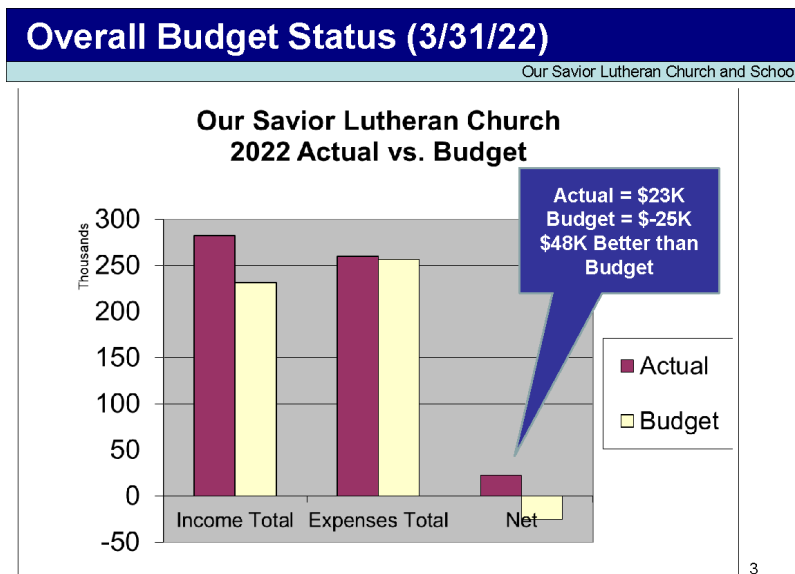
4. **Treasurer and Financial Management Committee Report**—Dave Fine
  - Reviewed Monthly Budget
    - o The church budget status is \$48k better than budgeted, with the actual budget at \$23k.
      - General offerings continue to improve.
      - Missions giving was the big driver of expenses this month, due to missions giving throughout the year rather than waiting until the end of the year as previously done.
      - Utilities continue to be high due to rate hikes and a cold spring.
    - o The school budget status is \$6k better than budgeted, with the actual budget at -\$16k. Infant care continues to underrun staff which exceeds the shortfall in budgeted income.

- Updates to church and school staff bonuses
  - Sue Hipp was added to the bonus list. She was not previously on the list due to her retirement, but was a vital staff member during the pandemic.

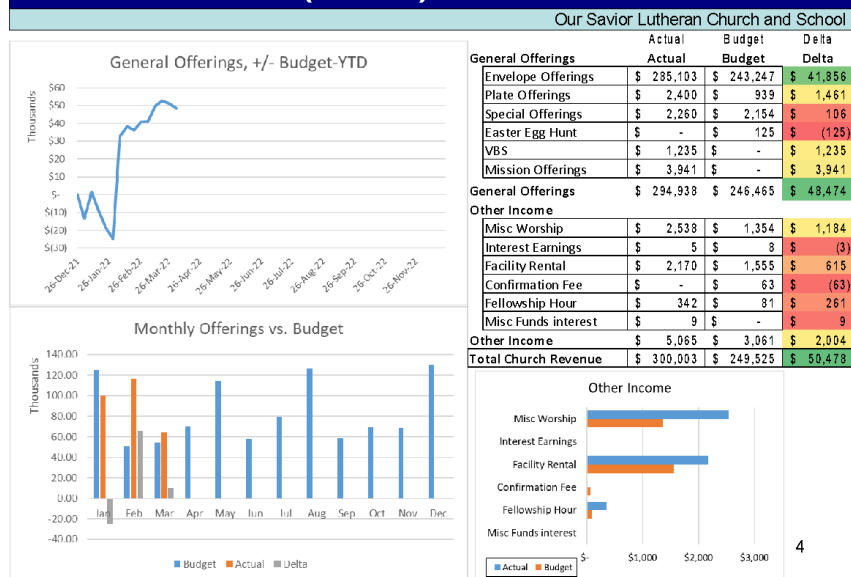
***Motion to add Sue Hipp to the approved Teacher/Staff Bonus list.***

***Motion to approve: Pratt, Second: Heins. Ayes:8, Nays:0, Abstain: Hengst***

***Motion approved.***



## Church Income (4/3/22)



### 5. Pastor's report—Pastor Adam Hengst

- 430 people total attended the 4 services on Easter Sunday.
- The Easter Egg Drive Thru had 232 cars register for the event, with an estimate of 500-600 children attending. Discussions have begun about what elements to keep and change for next year's event.
- Our Savior's 100-year anniversary will be coming up in two years. A committee will be formed to help plan events.
- The new website is still in progress and Pastor Hengst wants to make it a greater priority.

### 6. BOD President's Report—Josh Pratt

- Reviewed Town Hall Agenda.
  - o Missions and Outreach Budget overview
    - The total percentage of Our Savior's annual revenue devoted to missions and outreach is 21%. Total missions spending has reached the goal of 10%, and outreach constitutes an additional 11%, including a \$94,906 subsidy to the school.
    - The Mission Committee would like to remove the Minnesota South District from their budget, (\$4800) and possibly remove Mayer Lutheran School (\$14,273). If these two entities are removed from the budget, mission giving drops to 8%.

- Questions to consider: The church has achieved the original parameters of a 10% goal tithing to missions.
    - Does Our Savior continue to commit to the 10% indefinitely, or should an acceptable range be set?
    - Do we need to redefine what a mission is, or commit more funding to maintain the 10% tithe?
  - The Board concurs with the Mission Committee that the South District does not fulfill the definition of a mission, and will be removed from the mission budget.
  - The Board finds that Mayer Lutheran does fulfill the definition of a mission and should remain within the mission budget.
  - The Board recommends to strive towards a 10% tithing goal to support missions, but the 10% is not an absolute. We appreciate that mission board has thoroughly analyzed each of the missions Our Savior supports.
- o Endowment Fund overview
    - Reviewed Endowment fund slides regarding various types and purposes of an endowment fund.
    - Questions to consider:
      - o Does the congregation have an interest in establishing an endowment fund?
      - o What would the purpose be, and who should determine the purpose?
      - o Should an Endowment Committee be established to provide 2-3 recommendations regarding the objective?
  - Narthex Addition
    - o A time needs to be determined to discuss a new narthex with the congregation and to follow up with the Building Committee.
    - o Josh Pratt discussed the accessibility issue with the current Narthex, but would like to see other options in addition to the single presented proposal.
  - Constitution Committee—
    - o Josh Pratt readdressed the importance on the creation of a Constitution Committee. Pastor Hengst will follow up with Roger Martin on the issue.

**7. Early Childhood Center Report—Lisa Johnson present for this portion of meeting**



BOARD OF DIRECTORS MEETING  
April 19<sup>th</sup>, 2022

- The school is still seeking a full-time infant room teacher.
- Reviewed the free tuition for staff policy.
  - Lisa Johnson surveyed the current staff members who utilize this program and three out of four staff said that changing the policy would affect their circumstances.
  - There will be a new policy established for new hires moving forward, but current staff will still be eligible for free tuition.
  - The Board was provided copies of new school policies, including the new teacher tuition benefits, paid time off, and tuition assistance.
- Two families have approached Lisa regarding tuition assistance for Fall 2022. Our Savior currently asks families to provide tax returns to determine assistance.

***Motion to use 4k from the Strategic Reserve Fund to provide seed money for a Tuition Assistance Fund.***

***Motion to approve: Sebald, Second: Zittergruen. Ayes:9, Nays:0, Abstain: Lisa Johnson Motion approved.***

- There is currently a waitlist of 13 families for the Ducky Room.
- Lisa Johnson spoke to Sean Martin at the District. He directed Our Savior School to apply for accreditation as an early childhood center instead of a day school.
  - Discussion of current licensing practices. The Department of Human Services only licenses the childcare piece. It will need to be determined who will license Kindergarten after the accreditation.

**Closing Prayer**

Meeting ended at 10:05 pm  
Next Meeting—May 17<sup>th</sup>, 2022

Respectfully submitted,  
Lisa Gunhus  
Board of Directors Secretary