



BOARD OF DIRECTORS MEETING August 17th, 2022

ATTENDEES:

Josh Pratt Grant Wurdell Dave Fine Nancy Zittergruen Mark Kroll Pastor Adam Hengst Lisa Johnson

1. Meeting called to order at 7:08 pm.

2. **Opening Prayer.**

3. **Additions to the agenda**—added Personnel Manual to discuss.

Motion to approve minutes from July 19th, 2022 BOD meeting.

Motion to approve: Kroll, Second: Zittergruen. Ayes: 7 Nays: 0.

Motion approved.

4. **Treasurer and Financial Management Committee Report**—Dave Fine

- Reviewed Monthly Budget

- o The church budget status is \$37k better than budgeted, with the actual budget at (\$40k). The variance this month has been largely driven by decreased expenses. Giving income is in alignment with the budgeted forecast.
- o The school budget status is \$23k better than budgeted, with the actual budget at (\$50k). Staff costs are still under budget due to understaffing.
- o Child care net income is currently at \$1k year to date, while it was projected to be (\$24k) year to date.
- o Copier new lease went into affect. Positive budget variance due to no cost against July budget. Laurie monitoring to ensure we have 12 payments made in calendar year 2022.

- Other Financial Items Discussed

- o Benefits reviewed. Overall benefit plans are up 9.9% for high deductible plan and 6.9% for all other plans. Total cost for increase is \$14,548.00 which would be split between the church and employees if we keep ratios the same. Laurie was asked to look for a new plan for review which was submitted but not reviewed. After discussion, BOD made the following motion:



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- Motion to approve the same plan as prior years and to keep the ratios the same as calendar year 2022.
 - Motion to approve: Wurdell Second: Kroll. Ayes: 6 Nays 0. Abstain 1.
 - Motion approved.
- o Budget schedule begins. The budget request will be sent out to the appropriate team members during the week of August 14 with the initial inputs requested back by August 31.
- o Recap of final playground costs listed below. Noted that there was \$40,044.11 taken out of Strategic Reserve for this expenditure.
 - **\$62,118.00 Total playground bill**
 - \$40,044.11 Strategic Reserve
 - \$ 6,056.00 Member Donation
 - \$ 5,000.00 Gala Proceeds
 - \$ 9,000.00 Member Donation
 - \$ 2,018.36 Bernice Anderson Memorial Fund
- o Mission committee had requested the budget number for the calendar year 2023. After discussion, the following motion was offered:
 - Motion to have the calendar year 2023 mission budget be set as 10% of the budgeted offerings from the calendar year 2022 budget (\$101,745.18).
 - Motion to approve: Pratt, Second: Wurdell. Ayes: 7 Nays 0
 - Motion approved.
- o Exterior railing bids were reviewed. Two bids were submitted for review. After discussion, the following motion was offered:
 - Motion to pursue Herms Welding bid and to clarify that the bid includes all outdoor rails and to not complete the clean and seal step of the bid (don't need this step).
 - Motion to approve: Wurdell Second: Kroll. Ayes 7 Nays 0
 - Motion approved.
 - ❖ Post motion, discussion occurred that the cost should only be the \$6,800.00 portion of the Herms bid as we do not need to do the powercoating.
 - ❖ Post motion, discussion occurred that the capital campaign fund would be used for this expenditure.
- Bentley Graves had submitted a request to the BOD for giving \$1,000.00 to the City of Excelsior for their city improvement project. After discussion,

the following motion was offered:

Motion to give \$1,000.00 from the strategic reserve to the City of Excelsior for the improvement project.

Motion to approve: Zittergruen Second: Kroll. Ayes 7 Nays 0

Motion approved.

5. Early Childhood Center Report—Lisa Johnson

- The understaffing issue is ongoing but seems to be a bit more stable. Lisa has had a new hire that has stepped in and truly helped. In addition, Lisa Boyer has been a great fill and flexibility remains across the full team.
- There were continued discussions from prior BOD meeting regarding paid 15-minute breaks and lunch periods for teaching staff and what is paid and not paid. To be consistent and within the legal requirements, Lisa will work with Laurie on a proposal of how to address and create a clear written policy.

6. Pastor's Report—Pastor Adam Hengst

- Pastor spoke to Larry Hasse about joining the BOD and he was a yes. Still need to connect with Terry or Kerry Carnes.
- The 100-year anniversary celebration for Our Savior continues with the kick-off set for September 13, 2023. Noted that it is an option to have Pastor Zahrte return to help with the service.

7. BOD President's Report—Josh Pratt

- Sprinkler system leak from prior week was resolved with an interim solution in place. An action item will be given to Laurie to update the list of who the City of Excelsior should call in the event of another issue. The full fix for the sprinkler system will be completed in September and funding will come out of the Building Unforseen Fund.
- Josh met with the Building Committee on the architecture update for the proposed narthex expansion. Next step is to get another option to show the congregation that addresses the key pain points of:
 - Accessibility to the sanctuary entrance
 - Overall Narthex flow improvement

Josh will contact the architect and get more info before the next congregational meeting.

Closing Prayer

Meeting ended at 9:18 pm
Next Meeting—September 20th, 2022

Respectfully submitted,
Nancy Zittergruen
Board of Directors Member (backfilling for Lisa Gunhaus)