



BOARD OF DIRECTORS MEETING
July 19th, 2022

ATTENDEES:

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

1. Meeting called to order at 7:11 pm.
2. **Opening Prayer.**
3. **Additions to the agenda—None.**

Motion to approve minutes from May 17th, 2022 BOD meeting.

Motion to approve: Sebald, Second: Kroll. Ayes: 10 Nays: 0.

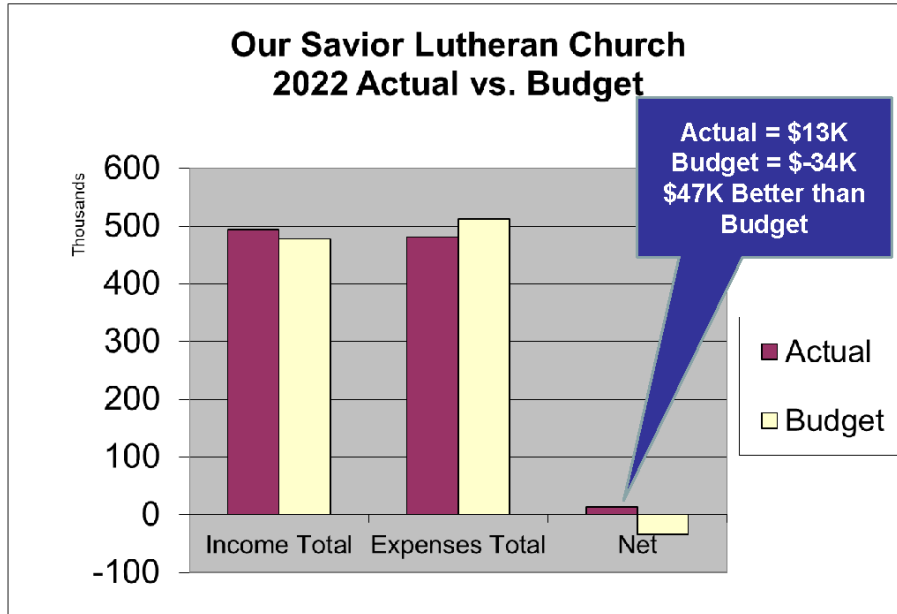
Motion approved.

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

- Reviewed Monthly Budget
 - o The church budget status is \$47k better than budgeted, with the actual budget at \$13k. The improvement this month has been driven by increased general offerings.
 - o The school budget status is \$28k better than budgeted, with the actual budget at -\$18k. Staff costs are still under budget due to an understaffing in Infant care.
 - o Child care net income is currently at \$1k year to date, while it was projected to be -\$24k year to date.
 - o Copier payments are about 3k over budget, but that should correct itself with future billing.
 - o There is increased movement with \$30k in expenditures from the Strategic Reserve Fund this month. This includes a \$19.5k down payment on sanctuary carpeting; \$3,200 for school scholarships, the balance payment of \$4,400 for the toddler playground, and \$2,500 in SMP tuition.

Overall Budget Status (6/30/22)

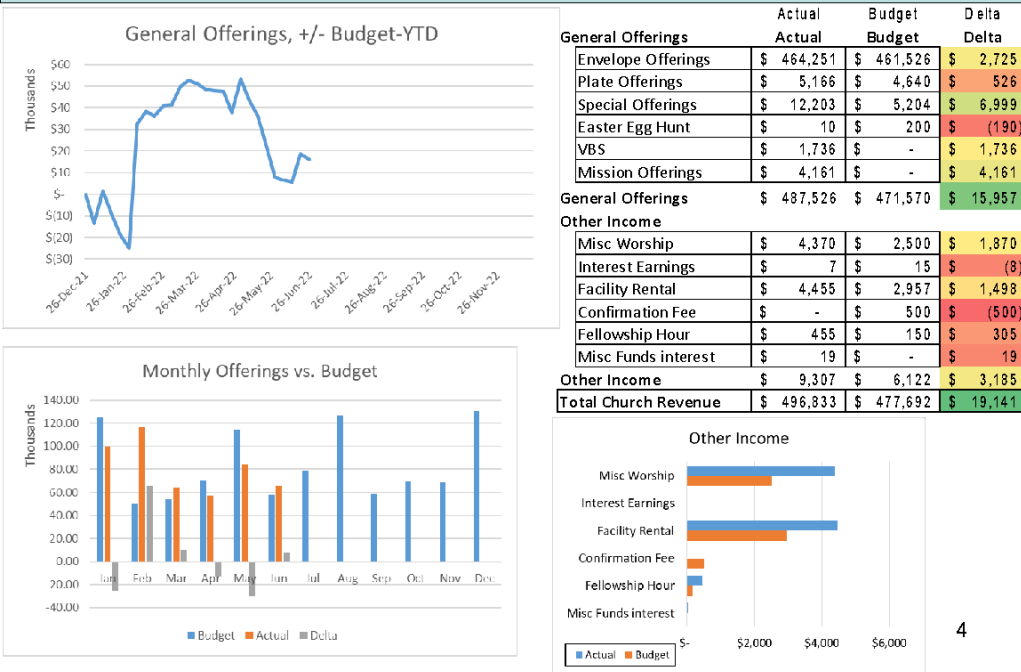
Our Savior Lutheran Church and School



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Church Income (6/30/22)

Our Savior Lutheran Church and School



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5. Early Childhood Center Report—Lisa Johnson

- Lisa Johnson reported that the playground has been installed, and the final billing has been submitted.
- The understaffing issue is ongoing. A toddler staff teacher is resigning on July 22nd. Johnson is working on scheduling with the remaining staff. She has contracted with a temp agency, but they are having trouble fulfilling requests and the quality of staff is lacking.
- Reviewed the hiring bonus policy. Currently, a \$500 referral fee is paid after a new hire is employed for 3 months, and there is a \$1000 signing bonus for the new teacher. Johnson feels that structure is sufficient, and will encourage staff to recruit.
- Discussed ideas regarding recruiting and advertising.
 - Should more full-time positions be created? Johnson feels that if we can get control of staff hours and teachers are not expected to stay late consistently, that morale would improve.
 - Reviewed paid 15-minute breaks and lunch periods for teaching staff. At this point, the pressing issue is understaffing, and that should not be the immediate focus. A policy should be defined in the future.
 - An e-mail and announcement will be made to recruit help. A certain number of staffing hours don't require certified teachers, so perhaps a substitute list could be created from willing congregants.
- Reviewed the current CDC recommendations, and discussed updating the Our Savior COVID policy to meet the minimum current requirements. The policy will be reviewed to see if it needs updating, and what the minimum requirements are that fulfill licensure.

6. Pastor's Report—Pastor Adam Hengst

- Pastor Hengst acknowledged Lisa Johnson's efforts and proposed having her director installation sometime in August.
- The new Confirmation 6-week classes will run Sundays from September 18th through October 30th with MEA weekend off. Students will be taught subjects like the 10 commandments, the sacraments, and the Lord's prayer depending on grade level.
- The 100-year anniversary celebration for Our Savior is beginning to take shape. The celebration will be several months in length, culminating in June. The estimated cost will be \$20-25k if we implement all proposed ideas.

7. BOD President's Report—Josh Pratt

- Staff health insurance is up for renewal in the fall. When we receive the proposed increases for the new year, we will decide if we should shop for other policies. If there is no increase or a small increase, the staff is happy with the current policy.
- Reviewed sanctuary carpet decision. Jeff Machemehl and others presented to Josh that members were dissatisfied with current options after the congregational vote had been made. Upon review, the Building Committee did make those decisions as a group, and Josh feels the Board of Directors should have given approval and then removed themselves from the discussion. The Board of Directors feels details and plans should be communicated to the communicated to the Board of Directors, but should not be micromanaged by the Board.
- Discussed Narthex proposal. One proposal has been presented, and the Board would like an additional proposal that addresses the main concern of the current issue, which is accessibility to the sanctuary entrance. Before bringing the proposal to the congregation, an alternative could be presented alongside it.
- Evaluated other church projects. Josh Pratt will request the Building Committee put together a list of what needs to be repaired and/or replaced on the Our Savior campus. Pratt has created an Excel sheet for the Building Committee which will provide a record of proposed and completed projects.
- Discussed service projects planned for August. Certain proposals such as cleaning under bleachers or air vent cleaning should be handled by currently hired janitorial services and maintenance staff.
- Mike Field will look into the Employee Retention Credit, which was created to incentivize employers on payroll during the pandemic.
- There is an upcoming pastor's wife retreat and the Board supports Heidi Hengst and Tammy Limmel attending.
- Chet Gunhus presented a proposal to upgrade the sound system for the praise team. The current system was provided by Jim Prescott, and has reached the end of its life. Chet offered four solutions ranging from zero cost fixes to Farber professionally installing its recommended Allen and Heath sound system, which would total over \$15k. The Board prefers the more economically proposed Presonus sound system, with Jim Prescott in charge of installation. This would save over five thousand dollars, and Chet feels the equipment is comparable.

***Motion to approve a new sound system for the praise team, based on the estimate of \$9,821.90.
Motion to approve: Zittergruen, Second: Sebal. Ayes: 7 Nays: 0. Abstain: Gunhus, Hengst
Motion approved.***



BOARD OF DIRECTORS MEETING
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- Board of Directors—Several names were discussed regarding recruitment of new board members in the fall. Reviewed current member's term ending dates. The goal is to bring two new members onto the Board of Directors in Fall of 2022, to stagger the terms of the members.

Closing Prayer

Meeting ended at 9:50 pm
Next Meeting—August 16th, 2022

Respectfully submitted,
Lisa Gunhus
Board of Directors Secretary