



BOARD OF DIRECTORS MEETING
March 21st, 2023

ATTENDEES:

Josh Pratt	Chris Sebald	Grant Wurdell	Kent Heins
Mark Kroll	Lisa Gunhus	Larry Hasse	Pastor Adam Hengst
Lisa Johnson			

Meeting called to order at 6:34 pm.

1. Opening Devotional and Prayer.

2. Additions to the agenda—none.

Motion to approve minutes from February 21st, 2023 BOD meeting.

Motion to approve: Kroll, Second: Hasse. Ayes: 9, Nays: 0.

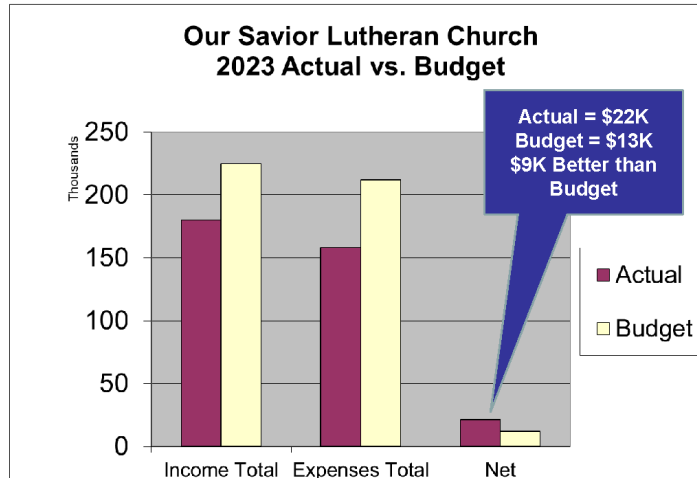
Motion approved.

3. Treasurer and Financial Management Committee Report—Dave Fine not present

- The church budget status is \$9k better than budgeted, with the actual budget at \$22k.
 - o February's budget giving exceeded expectations by \$6k, mostly due to a large gift of \$50k. March income is also off to a good start.
 - o Overall, church income is still off about \$46k due to the absence of large gifts in January.
- The school budget status is \$3k better than budgeted, with the actual budget at -\$4k.
 - o Income in February continued January's trend of exceeding budgeted tuition, leaving income at \$15k better than budget for 2023.
 - o Expenses were down due to Our Savior's health insurance changing billing procedures. Our Savior was able to "skip" payments in February.
 - o Two staff members have elected for health insurance and one employee moved from single to family coverage. The change in billing will help cover the cost of increased health care coverage.
- The Strategic Reserve Fund dropped around \$1350 for the month due to purchases for lumber/millwork and piano tuning. Dave Fine inquired as to why the expenditures were taken from the strategic reserve. There is a dedicated account for organ/piano maintenance.

Overall Budget Status (2/28/23)

Our Savior Lutheran Church and School

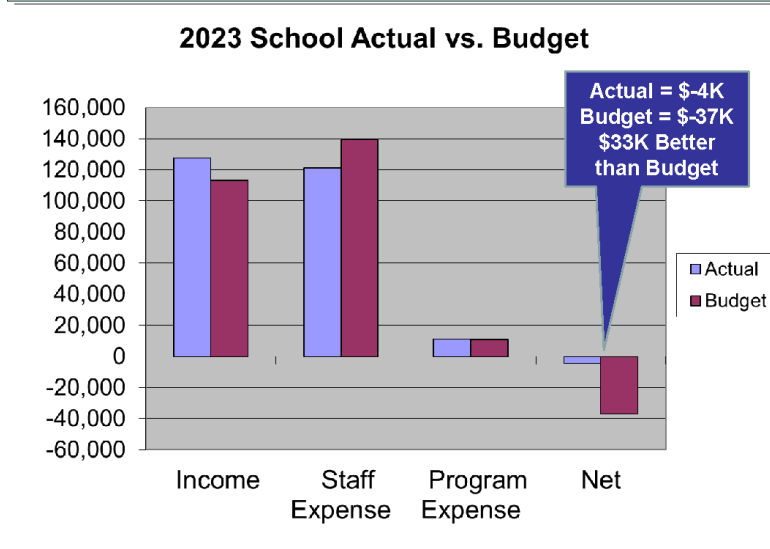


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Overall School Budget Status

Our Savior Lutheran Church and School



7

4. Early Childhood Center Report—Lisa Johnson

- Lisa Johnson reported that other than one infant spot opening up on May 30th, infant room enrollment is full.
- The Kindergarten/Fall 5's room has five students enrolled for Fall 2023, and a few other inquiries have been made.

- Lisa Johnson is seeking approval for expansion of the toddler room. She proposes splitting the room in half, which would then require two teachers. Currently, there are 10 confirmed children on the toddler room waiting list.
 - Discussed maximum enrollments in each room, staffing ratios, and different scenarios for expansion.
 - The largest expense entails sectioning off the bathroom, walling off one stall to create a dedicated bathroom for the new toddler room.
 - The decision to continue or discontinue the Kindergarten room is not impacted by a toddler expansion.
 - Josh Pratt requested that the Building Operations Committee look into what is involved and the cost of an expansion, and do a breakdown of income and expenses.
- Director Search Update
 - The Indeed job advertisement yielded 13 applicants, of which two were interviewed. Neither candidate was a good fit from a faith standpoint.
 - Discussed moving towards a call process to find more suitable candidates.
 - The call process would probably take longer, but seems necessary considering the quality of candidates that have applied. A call will be much more likely to procure a person of faith.
 - If the call process is utilized, the Board of Directors will assemble a Call Committee.
 - Discussed interim leadership during the period between Lisa Johnson leaves and a new director is found.

Motion to start the call process and assemble a call committee to search for a new Director of Early Child Care at Our Savior.

Motion to approve: Sebald, Second: Hasse. Ayes: 8, Nays: 1.

Motion approved.

5. Pastor's Report—Pastor Adam Hengst

- Pastor Hengst and Joe Aurich will be leading a 5-week program on gender and sexuality in April and May. Parents and students 8th grade and above will meet separately on the same night.
- A constitutional update will need to be made before Vicar Limmel is instituted this summer. Josh Pratt presented proposed updates to the constitution.
 - A congregational vote will need to be taken in May regarding Vicar Limmel as a singular candidate for call approval.

- o A special meeting will be held in May to discuss updates to Our Savior's constitution. A 2-week notice is required before the meeting can be held, and the vote needs to pass by two-thirds majority.
- o Proposed amendments to the constitution need to be submitted in a separate meeting prior to the congregational meeting.
- o The Board will hold a Town Hall to discuss the proposed amendments.
 - Several places in the constitution refer to a school Principal. This should be updated to Early Childhood Center Director.
 - In regards to filling a called position, potentially change the need for multiple candidates to one candidate, or have a specific section specifying the process for the SMP program.
 - Regarding the SMP program, should the candidate have a unanimous vote from the congregation or two-thirds of the majority vote?
 - In an emergency situation when the congregation is not able to convene in person, should there be a contingency plan to vote? Josh Pratt will work on presenting some options at the next BOD meeting.

6. BOD President's Report—Josh Pratt

- Grant Wurdell presented updates from the Building Committee.
 - o Sidewalk repairs will proceed after the spring thaw.
 - o The relamping of the gym has been contracted.
 - o The building committee discussed flooding issues in case of a quick spring thaw.
- Reviewed a February proposal from the Building Committee to form a committee to give input on the proposed narthex. Purpose of the committee would include:
 - o Selecting an architect .
 - o Prepare multiple options to expand the narthex area. Options would focus on:
 - How to improve the flow of people entering and exiting the sanctuary.
 - Accessibility from the parking lot to the sanctuary.
 - How to maintain curb appeal.
 - o Josh Pratt has reached out to Josh Hoyord regarding the right process to compile a plan for the sanctuary.



BOARD OF DIRECTORS MEETING
March 21st, 2023

- o Proposed names for the narthex committee, focusing on congregants with applicable backgrounds (architects, engineers, etc.) and congregants to represent various demographics from Our Savior.
- Kent Heins and Larry Hasse reported they are currently looking at several policies and procedures that need updating.
 - o Reviewed alcohol policy from 2021.
 - Proposed eliminating the section “When alcohol is NOT permitted.”
 - Proposed eliminating the phrase, “alcohol service will stop 30 minutes before event concludes, and Drinks are non-transferable.”

Motion to approve alcohol policy and eliminate the section “When alcohol is NOT permitted,” and the phrase, “alcohol service will stop 30 minutes before event concludes, and Drinks are non-transferable.”

Motion: Heins, Seconded: Kroll. Ayes: 9, Nays: 0.

Motion approved.

- Chris Sebald presented his findings regarding liability insurance.
 - o Reviewed current policy from American Church Group. Our Savior’s current coverage includes an aggregate limit of 12.249 million dollars, and a deductible of \$5,000 (wind/hail deductible is \$20,000).
 - o Sebald recommends that the Loss of Earnings coverage should be half of the school and church budget. The coverage in the current proposal is \$250k, and there was discussion about raising the coverage to the recommended \$500k.
 - o Chris Sebald also recommended increasing the aggregate limit from 5M to 18M, which is the amount proposed by Church Mutual.
 - o He will get a new quote with loss of earnings coverage at \$500k and compare the final costs of the two quotes.
- Discussed the potential bank crisis in the news, and Sebald verified that Our Savior’s investments at UBS are fully covered by the FDIC.
- Reviewed the status of the current members of the Board of Directors.
 - o Upon approval by the congregation, Larry Hasse has agreed to serve as Vice President, and Kent Heins has agreed to serve as Secretary.
 - o Alycia Breiter has agreed to join the BOD for the upcoming term upon congregational approval.

Motion to approve Sam Frigard’s request to serve alcohol at her upcoming bridal shower.

Motion: Heins, Second: Kroll. Aye: 8, Nay:0, Abstain: Johnson

Motion approved.



BOARD OF DIRECTORS MEETING
March 21st, 2023

Closing Prayer

Meeting ended at 9:20 pm

Next Meeting—April 18th, 2023

Respectfully submitted,
Lisa Gunhus
Board of Directors Secretary