



## BOARD OF DIRECTOR'S MEETING MINUTES

Tuesday, September 5, 2017

5:30 pm

Christian Life Center Room 200

### **Attendance**

**Board Members:** Missy Albachten, Diane Burrow, Joy Englund, Camilla Fischer, Dan Fouberg, Mike Heidemann, Gene Mickelson, Phil Preuninger, Pat Theis

**Staff:** Jeff Marian, Jane Victorey (absent), Julie Klein

### **Call to Order**

Dan called the meeting to order at 5:35 pm and Mike opened the meeting with devotions.

### **Agenda**

*Motion by Phil to approve the agenda with flexibility; second by Diane. Motion passed.*

### **Approval of August 8, 2017 Meeting Minutes**

*Motion by Gene to approve the minutes of the August 8, 2017 meeting; second by Joy. Motion passed.*

### **Reports**

- **Lead Pastor Report – Jeff**

The Newcomer Orientation will transition to an online process for people to join our congregation. Much of this new process will be video-dependent and the roll-out has been delayed to late fall.

Along with a group of disciples from Peace Lutheran in Gahanna, OH, Jeff and Nancy Marian led a group of Prince of Peace disciples through Germany in early August. Their trip started in Berlin and ended in Munich, visiting many of the historical sites related to Martin Luther leading to the celebration of the 500<sup>th</sup> anniversary of the Reformation this fall.

As part of continuing education, Jeff attended a leadership conference at Gordon-Conwell Seminary in Boston. This first installment of a three-year process was about developing as a self-aware leader, especially as it relates to navigating conflict. The material presented was practical and inspiring, and the cohort of 25 pastoral leaders from around the country provided some stimulating conversation. Next year's focus is "Reframing the Leadership Core" and the third year is "Re-Engaging the Congregation".

- **Finance Director Report – Jane**

Offerings in July are above budget with some catch up giving that had been anticipated in the last fiscal year. CDLC tuition numbers are below budget from both fewer early payments made in July and from reduced enrollment. Jane drafted a revised budget for CDLC with updated staff and enrollment numbers with \$37,800 in reduced income and expenses. Jane requested a budget amendment to reflect these changes. The original CDLC budget was drafted in November, and Jane typically requests an update to the budget in September.

*Motion by Missy to approve an amendment to the 2017-18 Prince of Peace budget reflecting actual CDLC enrollment and staffing. Final amended POP budget is a break even budget at \$3,984,830. Second by Phil. Motion passed.*

Our debt has been reduced to \$62,500. The final payoff of our debt will occur in September and will be celebrated in worship the weekend of September 30/October 1.

The Prince of Peace staff has been offered a sabbatical week each year in July for the past four years and the time off together has been deeply appreciated. The Sabbath week requested for next year is July 1 – 7, 2018. All staff who work 20 hours or more per week would receive paid time for 4 days (and no longer receive a floating holiday) and be paid for the July 4 holiday. Those who are ineligible for paid time off may increase their hours over the summer to compensate for the unpaid time during sabbatical.

*Motion by Diane to approve a staff Sabbath period from July 1 – 7, providing one paid holiday and four additional days off, prorated for part time vacation eligible staff. The additional time off is in lieu of a floating holiday offered to staff. Second by Phil. Motion passed.*

The 2017 Mega Sale was another huge success. Many thanks to the volunteers who put in thousands of hours to serve our community and raise funds for God's work in and out of Prince of Peace. This year's preliminary sales are \$141,973 and were budgeted at \$140,000.

- **Land/Building Update**

The architect's final design development meeting will be held September 12. Following the final design development phase, the general contractor will need a few weeks to provide new estimated costs hopefully in time for the October 3 board meeting. A special board meeting will be scheduled in mid-October to allow time for adequate discussion of the numbers and an opportunity for the board to compile further questions. A vote to move ahead with construction drawings would be delayed to the special board meeting.

- **Capital Campaign Update**

To date, commitment cards for the Capital Campaign have been received from 633 households. These commitments, plus the donations received from those who have not pledged total \$5.21M.

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

## New Business

A new stewardship strategy will be implemented this fall. There will not be a traditional stewardship appeal with pledge cards. Instead, an emphasis on generosity and stewardship will be woven through worship and social media, and there will be stewardship communication in January at which time receipts for tax purposes will be mailed along with a letter asking people to prayerfully consider an increase in their giving. An electronic pledge option will be set up for those who wish to make a formal commitment.

Annual performance reviews for Jeff and Jane will follow the same annual review process used for the rest of the staff. Dan will send the form to the board for review and input.

Diane Burrow and Joy Englund will serve as board liaisons to this year's Nominating Committee. Nomination Committee members serve a three-year term, and two terms expire this year. The board is encouraged to actively recruit potential committee members.

The board had discussion about how and when to address local, national and international social justice topics and issues at a congregational level.

The board entered executive session at 7:00 pm and regular session resumed at 7:25 pm.

**Adjournment and Closing Prayer**

Dan adjourned the meeting at 7:30 pm and Mike ended the meeting with prayer.

Respectfully submitted,

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Julie Klein  
Recording Secretary

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Missy Albachten  
Secretary