



BOARD OF DIRECTOR'S MEETING MINUTES

Tuesday, October 4, 2016

5:30 p.m.

Christian Life Center Room 200

Attendance

Board Members: Missy Albachten, Diane Burrow, Camilla Fischer, Dan Foubert, Wendy Horton, Gene Mickelson, Eric Miller, Phil Preuninger, Pat Theis

Staff: Jeff Marian, Jane Victorey, Julie Klein

Guest: Polly Bergerson

Call to Order

Wendy called the meeting to order at 5:30 pm and Eric led the board in devotions.

Agenda

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

Approval of September 6, 2016 Board Meeting Minutes

Motion by Dan to approve the minutes of the September 6, 2016 meeting; second by Phil. Motion passed.

Reports

Lead Pastor Report – Jeff

Our fall launch has been off to a great start. The Family Ministry Team has significantly ramped up the level of welcome/hospitality for kids, students and parents, and there is more interaction among parents, which has been one of Family Ministry's goals. Worship has also had a strong start as we've moved back into the Narrative Lectionary. Response to the Bring Your Own Bible emphasis has been good, as has participation in the Daily Bible Reading plan. The format of the Saturday and 9:45 worship bulletins seems to have been well-received. We have also experienced our first Called to Connect weekend. All of these initiatives are strategies to increase spiritual formation and build worship attendance.

Our Communication Team has launched a new website for PoP. The new site is clean, mobile friendly and more intuitive to navigate. While a few bugs are being worked out, the launch has been very successful.

Our staff team is having discussions about what membership means at Prince of Peace and how to connect our newcomers more deeply. The team is exploring new options for Newcomer Orientation which is currently offered a few times a year as one two-and-a-half-hour session.

Eric Elton will provide an update at a future board meeting on the Dental Clinic which has now been functioning for two-and-a-half years.

Finance Director Report – Jane

Offerings are just short of budget year to date, but more than 3% ahead of last year. Overall income is ahead of budget, and expenses are \$37,000 ahead. Half of the positive variance can be attributed to timing and the variance that was built in for margin in the budget.

Current debt is \$488,000 as of the October payment. The capital replacement fund has a deficit balance of \$2,284, and will likely have a positive balance by early November. This fund is running short because of planned capital expenses last year, and the significant cost to repair our cooling tower leak last year and replace our phone processor, both of which were unplanned expenses.

Jane provided an overview of the Prince of Peace 403b retirement plan through Associated Trust for lay staff. (Clergy are covered through the ELCA Portico plan). Phil Preuninger offered to serve as board liaison to the committee that reviews the investment options on a semi-annual basis with our broker from Associated Trust.

Jane and Veronica Barnas, our Human Resources Specialist, met with our benefits administrator to discuss health insurance renewal rates and alternatives.

Stewardship work is on track to launch the weekend of October 8-9. The pledge card and letter are complete and will split into 3 separate mailings. Those who pledge will receive their card with the current year's pledge amount printed on their commitment card. Those who give electronically will receive a card that only requires the electronic giving portion to be completed if there is a change. And the remaining families will receive a commitment card and an encouragement to give electronically. We're focusing this year on increasing giving by 10% and also getting 100 new givers to participate in giving at least once. Our special offering for Doulos (along with a matching grant from the Foundation) will provide more incentive for people to give for the first time.

Motion made by Gene to appoint Diane Burrow to the Benevolence Team; second by Phil. Motion passed.

Land & Building Report

As discussed in the September 22 Board/Core Team meeting, the initial cost estimates for construction on the four options came in significantly higher than anticipated. We asked Cuningham Group Architecture to work with the construction cost estimator on options to reduce costs, provide us a second construction firm's cost estimates, and explore other building options that would meet our needs in the future. The Core Team will meet again on October 6 to reach consensus on an option. The Board will meet on October 18 to continue to discuss the building options, and the board vote on the options is proposed for November 1. Ideally a congregational vote would be held November 26-27 or December 17-18 to keep everything on schedule to launch a spring capital campaign and break ground in mid-summer 2017 on a project. We should have the date of the congregational vote determined by the October 18 special board meeting, and have discussion on what level of support from the congregation is needed before a commitment is made to a building project. Jane distributed a timeline for decision making and capital campaign and Phase II & III architectural work. If the congregational vote happens later than December, then we may not be able to break ground next summer.

Capital Campaign Report

A potential timeline of campaign and leadership training had been determined but RSI, the campaign firm, has been notified of the amended schedule needed to accommodate a new timeline pending the vote by the congregation on building construction. Analytical work is in process with RSI.

Consent Agenda

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

New Business**Columbarium Discussion**

The Columbarium Committee met to discuss three pricing scenarios, and reached consensus on a \$2,000 inclusive cost per niche. Columbarium team member Polly Bergerson was present to provide details and answer questions. The Columbarium committee is asking for Board action so that they may start selling niches and create a temporary columbarium for those who are currently holding ashes and waiting for columbarium space. Following discussion it was decided board action on a temporary indoor columbarium will resume at the October 18 board meeting.

Nomination Team/Process

Dan led discussion on the board nomination process. He and Gene have met to work on ways to improve the role of the nomination team, and will solicit input from the board in the coming months.

Adjournment

Wendy adjourned the meeting at 7:45 pm and ended with prayer.

Respectfully submitted,

Julie Klein
Assistant to the Lead Pastor
Recording Secretary

Diane Burrow
Secretary