



## BOARD OF DIRECTOR'S MEETING MINUTES

Tuesday, November 1, 2016

5:30 p.m.

Christian Life Center Room 200

### **Attendance**

**Board Members:** Missy Albachten, Diane Burrow, Camilla Fischer, Dan Fouberg, Wendy Horton, Gene Mickelson, Eric Miller, Phil Preuninger, Pat Theis (absent)

**Staff:** Jeff Marian, Jane Victorey, Julie Klein, Kurt Oestreich

**Guests:** Pastor Amanda Simons, Paul Conrad

### **Call to Order**

Wendy called the meeting to order at 5:30 pm and Jeff led the board in devotions based on Malachi 3: 7-10.

### **Agenda**

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

### **Approval of October 4 and October 18, 2016 Board Meeting Minutes**

*Motion by Dan to approve the minutes of the October 4 and October 18, 2016 meeting; second by Gene. Motion passed.*

### **New Business**

#### **Saint Paul Area Synod Presentation**

Pastor Amanda Simons of Gustavus Adolphus Lutheran Church, St. Paul, and secretary of the Saint Paul Area Synod Council, shared what our synod is currently doing in the areas of missions, focusing on homelessness, and thanked the board for the financial support from Prince of Peace. She asked board members and staff present to introduce themselves and respond to the question, "What excites you about what God is doing at Prince of Peace?"

#### **Land/Building Recommendation**

The Board received the Land/Building Core Team's recommendation of the Transformation option – construction of an addition to the Worship Center building and extensive remodel of the current space - which was presented at the special Board meeting on October 18.

Our top priorities are:

- Bring all ministries under one roof
- Provide a completely new face and welcoming front entrance
- Create easy wayfinding to the sanctuary and greater building accessibility for all ages
- Design more effective space for Mission Outpost
- Construct flexible space that meets current and long term ministry needs
- Design large open multifunctional space for greater hospitality and community
- Ensure long term stewardship of resources, extending the life of our Worship Center
- Invest in energy efficiency for care of God's creation

The recommended construction project will add approximately 25,000 square feet to our Worship Center and completely renovate the original 60,000 square feet of space. When complete, all ministries would move from the Christian Life Center Building, which could then be leased to help finance construction costs.

*Motion by Dan to recommend to the congregation the construction of an addition to the Worship Center building and transformation of the existing square footage through significant remodel. Further move to set a Congregational Meeting during worship services December 17 and 18, 2016 for a vote by the membership of Prince of Peace on this construction proposal. Second by Gene. Motion passed unanimously.*

*Motion by Diane to approve the language of the ballot for the special meeting: Authorize the Board of Directors to commence a construction project for an addition onto the Worship Center building and significant remodel of the existing Worship Center space. Such project will only be undertaken if the Board finds that adequate financial resources are in place to support the construction. Second by Dan. Motion passed unanimously.*

Congregational forums have been scheduled to update the congregation on the process, present the recommended option and discuss the financing of the project. More forums will be scheduled in December, as needed.

In the Community Room:

Monday, November 7 at 7:30 p.m.

Tuesday, November 8 at 7:30 a.m.

Wednesday, November 9 at 1:00 p.m.

Sunday, November 13 at 9:30 and 10:45 a.m.

In the Family Room:

Wednesday November 9 at 5:40 and 6:40 p.m.

In the Chapel:

Sunday, November 20 at 10:45 a.m.

**Columbarium**

Administrative and pastoral staff met to review the forms and policies for the Columbarium prepared by the Columbarium Team. Jane presented an updated columbarium policies and procedures document with redline changes, which define pricing and payment policies and updated language on defining ownership and ability to change ownership of the permit for a niche.

*Motion by Dan to approve the Prince of Peace Columbarium Policies and Procedures. Second by Camilla.*

*Motion passed.*

**Nomination Team**

Dan presented a timeline for the 2016-2017 Board nomination process and invited the Board's input. The current team consists of Dan, Gene Mickelson, Jen Cockerill and Marlys Herstad. He asked for the Board's assistance in recruiting an additional one to three Nomination Team members, which would fulfill the minimum requirement of five members. The Board also received copies of the revised Board of Directors qualifications and responsibilities.

**Reports**

**Lead Pastor Report – Jeff**

Jeff has met with the staff leadership team for further conversation around the new member process, and outlined possible next steps for a revised Newcomer Orientation.

**Finance Director Report – Jane**

327 pledges were received by November 1, which is 68 ahead of this time last year. Pledges to date total \$1.3M. There are 61 pledges from families who did not pledge last year, and 82 families have increased their pledge by more than 10%. The average pledge is increased by 6.4%.

Offerings are slightly short of budget year to date, but more than 4% ahead of last year. Overall income is ahead of budget, with 75% of the variance being timing of benevolence funding from the Mega Sale.

The review of financial statements is complete, and Jane distributed copies of the final document.

*Motion by Gene to accept the 2015-16 Review of Financial Statements. Second by Missy. Motion passed.*

**Consent Agenda**

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

**Adjournment**

Wendy adjourned the meeting at 7:30 pm.

Respectfully submitted,

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Julie Klein  
Assistant to the Lead Pastor  
Recording Secretary

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Diane Burrow  
Secretary