



BOARD OF DIRECTOR'S MEETING MINUTES

Tuesday, January 10, 2017

5:00 pm

Old Chicago – Apple Valley

Attendance

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

Staff: Jeff Marian, Jane Victorey, Julie Klein

Call to Order

Wendy called the meeting to order at 5:00 pm.

Agenda

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

Approval of December 6 and December 18, 2016 Meeting Minutes

Motion by Dan to approve the minutes of the December 6 and December 18, 2016 meetings; second by Camilla. Motion passed.

Reports

• **Lead Pastor Report – Jeff**

Pastor Paul Dean accepted a new call to Resurrection Lutheran Church in Woodbury. Following a congregational vote at Resurrection on January 8, Paul announced his new call to Prince of Peace staff during weekly chapel time earlier today. Paul will be recognized at a reception following all worship services on January 21/22. His final day at Prince of Peace is January 26.

Jeff presented transition plan possibilities for Paul Dean's position which includes an interim part time small group ministry coordinator and increasing spiritual care associate Jody Slaughter's role from part time to full time. The Board agreed to move ahead with the transition plan. He also discussed preliminary long term possibilities.

• **Finance Director Report – Jane**

November offerings continue the trend of being slightly short of budget, though last year November had 5 Sundays vs. this year with 4. Offerings through November are 2% ahead of last year. Overall income remains ahead of budget. Net revenue is even with budget after adjusting for timing of revenue and expenses.

Current debt is \$450,000, which reflects exactly \$4,000,000 paid on the debt. The debt retirement fund has a balance of \$7,659 as of December 28 and the capital replacement fund has a positive balance of \$5,766. Several significant year end gifts were given to capital replacement.

To date we have received 488 pledge cards vs. 443 at this time last year. A reminder letter was mailed this week to 90 families who pledged last year, are still active and haven't returned their pledge card. Hard copy pledges total \$1,824,000 which is 63% of our offering budget for this year, and an average of \$3,735/family. There are another 213 families who contribute electronically, but have not returned a pledge card. They will be included

with the total pledges, and annually contribute \$368,000. Together these 656 families account for 76% of our mission and ministry giving. *This is why pledging matters.* It's the thoughtful, prayerful process that encourages greater generosity and ownership of the ministry we do together.

Members of the Stewardship Team met to discuss mobile giving options to make it easy for people to engage in giving for the first time. We are going to test using Square for FMSC donations before and after WOW worship to gauge the level of interest and ease of use for donations.

- **Land/Building Update**

The architectural firm has provided a preliminary schedule for their work and potential construction bidding for Phase II of the architectural contract. This next phase of architectural work would identify detailed space program needs from all ministry areas and provide schematic design and final design for staff review and Board approval. Work on this phase would likely be complete in early July. At this point in the process we will have committed to about 40% of the total architectural fees, but have incurred no construction expenses. This will allow us to evaluate the total support pledged in our capital campaign prior to determining how construction may be phased and the creation of construction documents.

Motion by Dan to approve engaging Cuningham Group Architecture with Phase II of the contract that has been negotiated, which will provide schematic design and design development for the Transformation Option approved by the congregation. Second by Phil. Motion passed.

- **Capital Campaign Update**

Preliminary work for the capital campaign is well underway. Jeff has recruited nearly all of the leadership needed for the various committees. In addition he has been meeting with congregation members to determine the level of support for the building project and discuss the upcoming capital campaign. Jeff is asking for everyone's prayers through this process.

Various communications pieces needed throughout the campaign have been identified, including the case for support, an initial campaign newsletter, invitations to gatherings, and the final packet that families will receive for their commitments. First gatherings for campaign leaders begin mid-January.

Consent Agenda

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

New Business

Motion by Gene to accept the 2017 Housing Allowance on file by December 31, 2016, for Pastors Paul Dean, Paul Gauche, Jeff Marian, Sandy Rothschilder and Mark Slaughter. Second by Camilla. Motion passed.

Adjournment

Wendy adjourned the meeting at 6:00 pm.

Respectfully submitted,

Julie Klein
Assistant to the Lead Pastor
Recording Secretary

Diane Burrow
Secretary