



## BOARD OF DIRECTOR'S MEETING MINUTES

Tuesday, March 7, 2017

5:30 pm

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

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

### **Call to Order**

Wendy called the meeting to order at 5:30 pm and Phil opened the meeting with devotions.

### **Agenda**

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

### **Approval of February 7, 2017 Meeting Minutes**

*Motion by Gene to approve the minutes of the February 7, 2017 meeting; second by Missy. Motion passed.*

### **Reports**

#### • **Lead Pastor Report – Jeff**

Family Ministry Director Jason Kramme is working with the Family Ministry Team and larger staff team to consider a significant reorganization of Wednesday evening programming. In particular he is suggesting a move to a single WoW service on Wednesday that will be much more like a “full” worship experience and consolidate the schedule so that it is easier for families to navigate.

Mission Outpost is experiencing some staff transitioning which includes some changes with Salvation Army staff and the resignation of Mariel Vinge. Eric Elton continues to work with Salvation Army staff through the transitional period. He has also secured some interim assistance for Mission Outpost in Mariel’s absence and is refining the search process for future hiring. In the meantime, things continue to run well in the Outpost.

Pastor Jeff and staff leaders have been discussing how we assimilate our new members into congregational life. During a recent monthly meeting with some pastors from other large Lutheran churches in the area, new member process was the topic of discussion. Since the newcomer process will be overseen by a new Pastor of Spiritual Formation, we are not planning to make any changes to our process at this time.

#### • **Finance Director Report – Jane**

Offerings in January continue short of budget at \$12,000 below what was projected for the month. Major gifts, stock and particularly IRA Charitable Rollover gifts continue to be well above expected for the year. Another significant source of offerings came from charitable trusts, and there were \$30,000 in new gifts made this way through January. With adjustments for timing, net revenue at year end is anticipated at \$14,000 better than budget. February offerings are about break even.

Current debt is \$419,000 with the March 5 payment. The capital replacement fund has a positive balance of \$4,298. The wiring work for the cooling tower has still not been completed, and we have not yet been billed. However, the work that needs to be done is less than expected and funds are available to cover.

To date, twenty units have been sold for the columbarium. Thirty niches are required to be sold prior to installing the columbarium unit in the sanctuary.

- **Land/Building Update**

The architects were on site in mid-February for 10 meetings with the various ministry areas to look at usage, shared spaces, needed proximities, square footage needs, etc. as they move into schematic design work. A timeline of the architect's work over the next 10 months has been provided, and this has been shared on our land/building blog.

General contractor interviews were held on March 2. There was a committee of 6 people interviewing 5 firms. All firms were qualified to do our project and all have worked with our architect, so are familiar with each other's work. Two firms rose quickly to the top, and we are compiling a list of questions to ask at a second onsite interview with these firms and will check references for both.

- **Capital Campaign Update**

Numerous communication pieces have been developed and mailings have been sent to launch the capital campaign and provide a Q & A document. The campaign information packet will be available after services the weekend of March 11/12 and March 17/18 and provide a vision document, prayer card and 'ways to give' brochure. Commitment cards will be mailed separately in April, as will One Church offering envelopes. Major and Advance gatherings are scheduled for mid-March and early April. The weekend of April 29/30 we will announce the advance commitments for the campaign, to encourage the congregation prior to the commitment weekend on May 6/7. That is also Called to Connect weekend, and the commitment to the campaign will be celebrated following all services. On May 20/21 we will announce the total of all commitments to the campaign, and everyone is to bring their first offering to the campaign that weekend.

### **Consent Agenda**

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

### **New Business**

#### **ELCA Trend Report**

Jane distributed copies of the annual Evangelical Lutheran Church in America (ELCA) trend report which provides statistical information about Prince of Peace and is published by congregation on the ELCA website (elca.org).

#### **Associate Pastor Call Committee**

The process has begun with the Saint Paul Area Synod to identify and interview potential candidates for the Pastor of Spiritual Formation position. There is no timeframe for this process as it very important that we find the right fit for our staff team. Jeff requests continued prayers for guidance and discernment in this process.

*Motion by Pat to utilize the 2016-2017 Board of Directors to serve as the associate pastor call committee; second by Gene. Motion passed.*

#### **Nomination Team**

Dan provided a brief update on the board nomination process.

### **Adjournment**

Wendy adjourned the meeting at 7:05 pm.

Respectfully submitted,

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Julie Klein  
Assistant to the Lead Pastor  
Recording Secretary

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Diane Burrow  
Secretary