



## BOARD OF DIRECTOR'S MEETING MINUTES

Tuesday, November 5, 2019

5:30 pm

Room 200 B|C

### **Attendance**

**Board Members:** Donna Blaul (absent), Diane Burrow, Joy Englund, Chad Caswell, Camilla Fischer, Mike Heidemann, Jay Olstad, Erin Persons, Barb Peterson

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

### **Call to Order**

Mike called the meeting to order at 5:35 pm and Barb led the Board in prayer, and in recognition of Julie Klein for her 20 years of service on staff.

### **Agenda**

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

### **Approval of October 1, 2019 Meeting Minutes**

*Motion by Jay to approve the minutes of the October 1, 2019 meeting; second by Joy.*

*Motion passed.*

### **New Business**

Chad provided a brief update on the Nomination Committee.

*Motion by Jay to affirm Drew Shaman to serve a first term on the Nomination Committee; second by Camilla.*

*Motion passed.*

The Nomination Committee consists of Marlys Herstad, Lance Odegard, Daena Parra, Drew Shaman, Taya Theis, Josh Wigley and board liaisons Chad Caswell and Jay Olstad, and will convene at the end of November.

Joy provided the Board with further details for the staff appreciation luncheon to be hosted by the Board on November 12 staff from 11:30 am to 1:00 pm in the Community Room.

- **Lead Pastor Report – Jeff**

October was consumed with preparations for the Grand Opening and Dedication of our new addition. While not everything was completed in the facility the weekend was a tremendous success and was beautifully planned and executed. Those who attended were awestruck when walking through the doors of the new addition for the first time. Chad noted the new energy and flow of space with the new addition has enhanced the Wednesday evening Family Ministry experience.

Jeff and Jason Kramme attended the second of two internship retreats sponsored by Luther Seminary in early October, and Jeff noted Jason's internship continues to go well.

The Church 2.0 team continues to meet regularly. The team's goal is to create a repeatable planning process for launching communities that engender spiritual growth and engage people into God's mission in the world. Next steps will include a strategy for connecting with potential interviewees, training in 'deep listening', conversations with those who serve this demographic already, and a meeting with people who do data collection and analysis in the business world. The current plan is to begin the actual interviews early in 2020.

- **Finance Director Report – Jane**

September offering numbers were significantly off from budget, but still just above September 2018. The budget was created with the assumption that the building would be complete in August vs. the October opening, so this is likely a timing variance. Our budgeted offerings for the fiscal year are 3.3% greater than last year's actual offerings. Expenses are running better than budget, with the largest variance from not having loan payments due yet. That accounts for 70% of our expenses ahead of budget. October offerings also will be short of projections, and that shortfall is primarily timing of stock and major gifts.

The Board received the final draft of the review of financial statements. The Finance Advisory Committee reviewed it and MUCR made their final updates.

*Motion by Barb to accept the 2018-2019 Review of Financial Statements; second by Chad. Motion passed.*

Our 16<sup>th</sup> construction bill (\$829,927) was paid in October with funds borrowed from our construction loan. We have \$210,653 in funds on hand. Our new loan balance is \$5,479,213. Interest paid to date is \$38,423.

Our broker continues to market our Christian Life Center property, with 3 building tours to date. Marketing material will be sent to the state's medical companies beginning this week.

- **Construction Update**

Our contractor is working through the punch list items and they believe we will be wrapped up soon with Phase 1. This work includes the exterior decorative panels on the building exterior, with installation beginning this week.

Our next phase of construction includes completion of the Chapel, renovation of the Sanctuary and creation of a new Mission Outpost with scope yet to be determined. The Chapel needs to be complete prior to beginning the Sanctuary construction so there is space to worship. If we choose to complete the Sanctuary in 2020, we would need to start by May as it is likely a 5-month process to complete it. We would need to move ahead now into construction drawings to have any chance that the Chapel space would be completed in time to begin the Sanctuary in May. Even if the Sanctuary construction moves to 2021, the drawings could be completed now and used for bidding in 2021 as we would incur that architectural cost anyway and plans would be set.

Jane requested Board approval to authorize the construction drawings for both the Chapel and Sanctuary. Our General Contractor could bid the project, but final decisions on the timing and scope of construction would be brought to the Board for approval later.

*Motion by Mike to approve moving into Phase 2 of construction with Cuningham Group for construction drawings and Hoffmann + Uhlhorn for project bidding of the Chapel completion and Sanctuary renovation; second by Camilla. Motion passed.*

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

## **Adjournment**

Mike adjourned the meeting at 7:35 pm and closed the meeting in prayer.

Respectfully submitted,

---

Julie Klein  
Recording Secretary

---

Erin Persons  
Secretary