



BOARD OF DIRECTOR'S MEETING MINUTES

Tuesday, November 10, 2020

5:30 pm – via Zoom

Attendance

Board Members: Donna Blaul, Chad Caswell, Camilla Fischer (absent), Mike Heidemann, Diane Horsager, Jay Olstad, Erin Persons, Barb Peterson, Josh Tuchscherer (absent)

Staff: Jeff Marian (absent), Jane Victorey, Julie Klein, Kurt Oestreich

Call to Order

Mike called the meeting to order at 5:35 pm and led the board in devotions.

Agenda

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

Approval of October 6 and October 28, 2020 Meeting Minutes

Motion by Jay to approve the minutes of the October 6 and October 28, 2020 meetings; second by Chad. Motion passed.

New Business

Jay provided a brief update on the Nominating Committee.

Motion by Jay to affirm Karen Mattingly to serve a first term on the Nominating Committee, and Taya Theis to serve a second term; second by Mike. Motion passed.

The Nominating Committee also includes Lance Odegard, Daena Parra, Drew Shaman, Josh Wigley and board liaisons Jay Olstad and Josh Tuchscherer. The committee will convene in the next few weeks.

Reports

- **Lead Pastor Report – Jeff**

Jeff was not present for this meeting. He provided a written report and there were no follow up questions.

- **Finance Director Report – Jane**

We celebrated the closing of the sale of the Christian Life Center building on October 30. We received a fair price for the property and received the terms we needed for overflow parking and continued building use while Mission Outpost construction commences in the Worship Center. And we sold to a long-time partner, providing an opportunity for Fairview to expand medical services on the campus or otherwise redevelop the property in an ideal location for them.

The sale of the Christian Life Center creates huge opportunities for us. For all ministry under one roof. For completing the Worship Center transformation. For creating a larger Mission Outpost with a more efficient layout. When the final construction is completed on the Worship Center, our entire building will have been updated, including the roof, plumbing, electrical & HVAC systems, and the worship technology. Some of the proceeds from the CLC sale will ultimately need to pay down debt. For now, the proceeds from the sale allow us to move ahead while we wait for the results of our next capital campaign, and not need further financing on the project.

The POP COVID-19 Plan is complete and has been posted and implemented to reopen the building for on-campus worship. Worship took place onsite November 1 and 160 of the 200 who registered attended. Pastors and worship staff were pleased with how the first weekend went, and people seemed appreciative of being back on site.

Jeff and Jane had conversation with the staff leadership team on the parameters to open for on-campus worship and student ministry, along with requests from some groups to meet onsite. The Board received this information via email for consensus on proposed thresholds for opening. We are mindful of the rising case numbers and discussed the cases/10,000 that the state updates weekly by county. The rate in Dakota County will be reviewed each Thursday, and if cases rise above 30/10,000 residents, we will close. We may also need to close if our facilities team or critical worship team members need to quarantine.

Facilities Director Kurt Oestreich discussed with the Board what the facilities team is doing to keep the building safe, including the impact on the facilities staff if we begin opening to outside groups and room availability with the distancing required.

Rates in Dakota County continue to rise, and on November 5 crossed our threshold for holding worship onsite. A rate below 30.0 for 2 consecutive weeks is needed before reopening.

Mission Outpost reopened inside in September for clients to do their own shopping, and they are now receiving enough volunteer support to keep them from getting too stretched to serve clients.

September offerings ran short of budget, but the numbers are still very encouraging considering the circumstances. We are also ahead of last year's actual offerings. Expenses are better than budget, and the projection for year end is still break even.

Total campaign giving through November 3 is \$7,010,461 for Phase 1, and \$648,210 has been contributed for Phase 2. Our current loan is \$6,085,978 and \$93,174 remains in the bank for construction expenses. The current plan is to launch another capital campaign in January 2020.

Jane provided the Board an update from the 403b fiduciary review meeting. A committee meets semi-annually with our investment advisor, USI (formerly Associated Risk & Financial Group) to review performance, fees, and investment options for our employee's 403b plan.

The Review of Financial Statements is complete, and Jane provided a copy to the Board members.
Motion by Mike to accept the 2019-20 Review of Financial Statements; second by Erin. Motion passed.

- **Construction Update – Jane**

The first lift of asphalt went down in the parking lot in October. The November snow and ice will delay the second lift and parking lot striping until spring. Lot lights are expected to be complete next week.

Second phase construction drawings are complete and H + U is receiving in the final bids. Jane will provide the Board with construction numbers for review and approval of scope and timing of this phase. The scope includes the renovation of the lower level of the triangle portion of the building, a 5500 square foot warehouse addition and completion of the chapel interior. The contractor would like to begin demolition work as early as December in the lower level and begin filling the floor to prep for the renovation work. Exterior work would not begin until April. Completion of the project would be targeted for fall.

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

Adjournment

Mike adjourned the meeting at 7:01 pm and closed the meeting in prayer.

Respectfully submitted,

Julie Klein
Recording Secretary

Erin Persons
Secretary