



BOARD OF DIRECTOR'S MEETING MINUTES

Tuesday, May 3, 2022

5:30 pm – Room 200 B | C

Attendance

Board Members: Donna Blaul, Camilla Fischer, Mike Heidemann, Diane Horsager, Gene Mickelson, Jay Olstad, Barb Peterson, Marlene Robertson, Josh Tuchscherer (absent)

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

Guest: Nicole Dennis

Call to Order

Barb called the meeting to order at 5:35 pm, and Jay provided devotions.

Agenda

Motion by Jay to approve the agenda with flexibility. Second by Marlene. Motion passed.

Approval of April 5, 2022, Meeting Minutes

Motion by Gene to approve the minutes of the April 5, 2022, meeting. Second by Mike. Motion passed.

New Business

- **Board Nominating Team Recommendation**

Nicole Dennis provided a report and recommendation on behalf of the Board Nominating Team which also includes Karen Mattingly, Lance Odegard, Drew Shaman, Taya Theis, Josh Wigley, and Mike Heidemann and Josh Tuchscherer as board liaisons.

Motion by Mike to accept the Board Nominating Team recommendation for three board candidates, Donna Blaul, Tom Nelson and Jay Olstad. Second by Barb. Motion passed.

Mike expressed his gratitude for the team and their excellent work.

- **Sabbatical Policy**

Donna and Gene presented a revised Prince of Peace sabbatical policy for review and discussion.

Motion by Camilla to approve the amended Prince of Peace Sabbatical Policy; second by Diane. Motion passed.

- **2022-23 Budget Recommendation**

Jane presented the proposed 2022-2023 Prince of Peace budget. This is a breakeven budget of \$3,990,373.

Motion by Gene to recommend approval of the \$3,990,373 Prince of Peace operating budget by the congregation at the annual meeting. Further move to approve the Changing Church Forum budget. Second by Marlene. Motion passed.

Reports

- **Lead Pastor Report – Jeff**

Jeff was leading an 18-day Celtic Christianity Tour in Scotland and Ireland with a group from Prince of Peace and Peace Lutheran in Gahanna, Ohio at the time of this meeting. He will resume his monthly report for the June meeting.

- **Finance Director Report – Jane**

Offerings are short for March, as some gifts anticipated this month were received in January and February. We are running about \$147,000 short of offering budget, but ahead of last year's offerings year to date. Expenses continue to run better than anticipated. There are some timing issues with savings on expenses but overall, Jane is projecting a final deficit of about \$40,000 vs. the \$115,000 deficit that was budgeted.

As of the end of March, we have \$1,244,000 in unrestricted cash reserves. Jane anticipates \$140,000 needed for cash flow through the end of the year. We are also temporarily using up to \$280,000 in unrestricted reserves to cover the balance of construction expenses until donations cover. Using these reserves allowed us to set a reduced amount of final debt to lower our ongoing principal and interest payments.

There has been \$25,000 in additional construction expenses since Jane's last report, with less than \$125,000 still outstanding. Our final debt was set in March at \$3,250,000, with first payment of principal with the April 1 payment. Our monthly principal & interest is \$17,580.

We are evaluating repair of the small parking lot, as circle drive is in such poor condition. There is concern for those with walking challenges at both the entrance to Mission Outpost, and with the conditions in the rest of that lot. Any patching will likely not last long, as the asphalt surface is so deteriorated. Kurt requested a quote to do an overlay on portions of the lot. Following discussion, the Board reached consensus to pursue bids for complete renovation of the parking lot to evaluate this option vs. patching the lot in the interim until Phase 3 work starts.

The City of Burnsville notified us that road construction is scheduled this summer for Fairview Drive, Community Drive and Nicollet Boulevard. This is a mill and overlay project, so this project should only take a few weeks. Jane will connect with the city before construction begins to discuss access to our parking lots. Our assessment for this project is \$16,711. We can pay in full prior to November 15, or finance this over 15 years at 3.5% interest.

Two new employees started in April. Sarah Highum is our new database administrator who has worked in the publishing field for 25 years, managing subscription databases, coordinating timely deliveries of magazines, and managing promotional campaigns. She was hired full time and will also provide support in the finance office. Cleveland Donazal is our new full-time bookkeeper. She has 15 years' experience working in hospital inventory management. She also worked part time for 25 years as an accountant for her church.

Interviews are underway for the Communications Director position, and there is interest in the open Web and Graphics Designer position. That process is on hold until the Communications Director is hired.

Motion by Mike to receive and file the written reports for May submitted by Jane Victorey, Finance Director and Jeff Marian, Lead Pastor. Second by Marlene. Motion passed.

Adjournment

Barb adjourned the meeting at 6:45 pm and closed the meeting with prayer.

Respectfully submitted,

Julie Klein
Recording Secretary

Camilla Fischer
Secretary