



BOARD OF DIRECTOR'S MEETING MINUTES

Tuesday, June 7, 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

Staff: Jeff Marian, Jane Victorey, Julie Klein

Guest: Tom Nelson

Call to Order

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

Agenda

Motion by Josh to approve the agenda with flexibility. Second by Mike. Motion passed.

Approval of May 3, 2022, Meeting Minutes

Motion by Gene to approve the minutes of the May 3, 2022, meeting. Second by Marlene. Motion passed.

New Business

The board will hold a special meeting on Tuesday, June 21 at 5:30 pm via Microsoft Teams to ratify the results of the 2022 annual congregational meeting and elect board officers for the 2022-2023 term.

Reports

- **Lead Pastor Report – Jeff**

Jeff acknowledged several staff transitions: Sandy Rothschiller is on sabbatical until mid-August. Jody Slaughter will begin her seminary internship in mid-August. This internship will be three-quarter time at Prince of Peace and one-quarter time at All Saints Lutheran Church in Eagan and will prepare Jody to be ordained in the ELCA. Beth Beaty has been hired as our new Communications Director and will now work to hire a part time Graphic/Web Designer to join her team. POP members Megan Kot and Ryan McClure are serving as interns in our new Young Adult Ministry. Dana Becker will soon begin her seminary internship at Dana Point, California as she prepares to be ordained in the ELCA. Jason Kramme is seeking candidates to fulfill the StuMin Director position. Both Mark Slaughter and Jason Kramme are seeking candidates to lead worship in their respective areas. Jeff also noted it is a tribute to our congregation that members of our staff are seeking ordination in the ELCA, citing the experience of ministry at POP is compelling enough for them to invest their lives into ministry of the wider church.

Last month, Officer Patrick Gast from the Burnsville Police Department provided a 90-minute training on situational awareness and response to a threat. The training raised our awareness of the risks that we face, and how important it is to learn to be more aware of our surroundings, be thoughtful about our response and have a common protocol. Mission Outpost staff will ask Officer Gast to do a training specifically for Mission Outpost staff and volunteers, and we will invite Office Gast back to help us develop an evacuation plan in the event of an active threat.

The Engage Bible Study finished its spring semester in May and will resume in September. Starting in the fall we will explore three movements of creation: Genesis, John and Revelation. In addition, we are going to use Engage as a first experience of seamlessly offering a ministry on campus and online so that our online audience feels as engaged in the study as those who are physically present. To achieve this goal will require some online hosting and additional technology.

- **Finance Director Report – Jane**

Offerings continue short through April, though are ahead of last year to date. We are running about \$190,000 short of offering budget. Expenses are better than anticipated, and Jane is projecting a final deficit of about \$55,000 at year end vs. the \$115,000 deficit that was budgeted.

As of the end of April, we have \$1,235,000 in unrestricted cash reserves. Jane anticipates \$125,000 needed for operating cash flow through the end of the year. We may also use up to \$220,000 in unrestricted reserves to cover the balance of construction expenses until donations cover, and we are using \$100,000 of it at this time. By using these reserves temporarily, we were able to set a reduced amount of final debt to lower our ongoing principal and interest payments.

We have up to \$123,000 still unbilled on Phase 2 construction related to continued material delay, punch list items, and retainage due these contractors. The delayed items are the aluminum door frames and a partition wall.

Our final debt was set in March, with first payment of principal with the April 1 payment. Our monthly principal and interest is \$17,580.

Repair of the small parking lot was discussed at the May board meeting. Repairs and cosmetic improvement were needed prior to outdoor worship beginning, so the lot was patched, and a seal coat was applied. We have had discussion with our general contractor and another contractor, but do not have pricing yet on what complete replacement of that lot would be. We would be required to have civil drawings and a permit to build the lot in a new configuration. It is unlikely anything could be done this year, but Jane would like at least baseline pricing if we would choose to move ahead next year with this project. The patching work done this year will not hold through next year.

The City of Burnsville is doing a mill and overlay project on Fairview Drive, Community Drive and Nicollet Boulevard which is scheduled to begin July 25 and run until the beginning of October. Jane has reached out to the city and scheduled a meeting next week on parking lot access, as this will involve every entrance/exit for POP. The roads will remain open at all times, but we will lose access as they work on the concrete aprons at the entrances. We will coordinate this to be sure we always have access – and work with Communications to get the word out. 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. It is the consensus of the board to pay this assessment from this year's fiscal budget.

The annual congregational meeting is scheduled for the weekend of June 11/12, which includes approval of the 2022-23 operating budget. A forum was held on May 22 and was fairly well attended. There were no concerns raised at the meeting on next year's proposed budget. Afterward a few questions were asked on timing of future construction.

- **Board Coffee Connection Update – Donna and Jay**

Donna and Jay shared conversations they had with congregation members during the coffee connection time following worship services this weekend. The board discussed some of the comments and suggestions brought forward.

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

Adjournment

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

Respectfully submitted,

Julie Klein
Recording Secretary

Camilla Fischer
Secretary