



## BOARD OF DIRECTOR'S MEETING MINUTES

Tuesday, June 2, 2020

5:30 pm – via Zoom

### **Attendance**

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

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

**Guests:** Diane Horsager, Josh Tuchscherer

### **Call to Order**

Mike called the meeting to order at 5:30 pm and Jeff led the Board in devotions.

### **Agenda**

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

### **Approval of May 5, 2020 Meeting Minutes**

*Motion by Joy to approve the minutes of the May 5, 2020 meetings; second by Mike.*

*Motion passed.*

### **New Business**

The Board spent some time in reflection and conversation around the issues of racial justice and reconciliation, and the way forward into action.

The Board will hold a special meeting at 5:30 pm on Tuesday, June 30. The purpose of the meeting is to ratify the results of the annual congregational meeting and to seat the new board members.

On behalf of the Board, Mike thanked Diane Burrow and Joy Englund for their faithful service in their various roles as board members.

### **Reports**

- **Lead Pastor Report – Jeff**

Jeff expressed his gratitude to Jane and the Board for the exceptional leadership surrounding our annual meeting and the limited re-opening of our campus. He believes this is the right call done for the right reason – the health and safety of our disciples and our neighbors.

The worship team continues to learn and improve our online worship experience. Media Arts Assistant Ethan Miller moved from part time to full time in May, a necessary change due to the amount of online content that must be produced. Matt Johnson, Darren Hensel and Ethan are particularly instrumental in the continual quality of both weekend and WoW worship. Online worship will continue even when we are able to gather in person.

Despite the uncertainty of the next year or so, the Leadership On The Way (LOTW) Board continues to adapt in order to keep the LOTW initiative moving forward. Jeff has been coaching three young pastors on a monthly basis, which has been critically important for them during these days that challenge leadership. In June the LOTW Board will be holding a virtual seminar on Race and the Enneagram.

The Church 2.0 Spirituality Survey is now live. The Church 2.0 Team hopes to gather data from 75-100 people, and then analyze it. Based on what is learned the team will move into the focus group phase of our worship, which will eventually lead into some experimentation.

- **Finance Director Report – Jane**

April offering numbers are nearly \$43,000 better than budget. Year to date our offerings are now \$52,000 below budget. May offering numbers will be down, likely about \$40,000 - \$50,000 from budget. All camps and trips through the summer have been canceled. A number of refunds have been issued, but some families rolled over their payments for next year or donated their registration fee. The projected loss for CDLC is \$52,000 for the year. Tuition is down \$67,000 and expenses are running \$15,000 better than budget.

The Paycheck Protection Program loan was deposited into our sweep account to hang onto until we are assured that the funds are a grant and do not need to be repaid. Funding was received on April 21, and at the end of June, Jane will submit proof of payroll and other expenses for loan forgiveness.

The Minnesota Stay at Home order expired on May 17 and was replaced with the Safe at Home order which allows some non-essential businesses to reopen. Even the prior order allowed some of our staff to work on site, including worship teams for recording services, finance staff for the minimum work that is required to keep operating (bank deposits, paying bills) and Mission Outpost staff and volunteers (up to 10 at a time). We drafted a COVID-19 Plan for our staff and are allowing more in the building for those are unable to work remotely. Jane provided the Board a copy of that plan. Those who can work from home will continue to be required to do so.

In addition, the Governor allowed churches to reopen as of May 25 with protocols in place and at lower than 25% capacity. While we are not reopening at this time, we will need to have a COVID plan in place before we are open, with the protocols to disinfect, physically distance and assure that the building is safe.

- **Construction Update**

Jane is working with our general contractor on the final bids for the parking lot work. It is hoped that the lot resurfacing will begin this month. The parking lot process will take a minimum of three weeks to complete.

The construction team continues to meet electronically with the architects for design development work for the new Mission Outpost and child care area.

The Board entered closed session at 6:55 pm to discuss the Christian Life Center, and resumed regular session at 7:05 pm.

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

### **Adjournment**

Mike adjourned the meeting at 7:05 pm and Joy closed the meeting in prayer.

Respectfully submitted,

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Julie Klein  
Recording Secretary

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Erin Persons  
Secretary