



BOARD OF DIRECTOR'S MEETING MINUTES

Tuesday, September 7, 2021

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, Jason Kramme

Call to Order

Barb called the meeting to order at 5:35 pm and Diane led the Board in devotions.

Agenda

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

Approval of August 3, 2021, Meeting Minutes

Motion by Donna to approve the minutes of the August 3, 2021, meeting. Second by Marlene. Motion passed.

New Business

- **Stewardship**

Jason Kramme, Pastor of Spiritual Formation and Stewardship shared some ideas, plans and goals around stewardship at Prince of Peace. This year's annual report was expanded to include a short update on each ministry area from last year with a look ahead to this year. Jason wrote a cover letter that tied the report with stewardship – that it's all of our giving together that makes POP's ministry possible. Pledge cards for 2022 and a return envelope is included with this mailing. We are asking for pledges to be returned by the end of September.

- **403B Board Liaison**

Motion by Josh to appoint Gene Mickelson to the 403B Committee for 2021-2022; second by Diane. Motion passed.

- **Nominating Team Update**

Motion by Jay to appoint Josh Tuchscherer and Mike Heidemann as board liaisons to the Nominating Team; second by Barb. Motion passed.

- **POP for Justice Team Update**

Jay informed the Board the POP for Justice Team is planning to host a showing of the award-winning, locally produced documentary – *Love Them First: Lessons from Lucy Laney Elementary*. The congregation and community will be invited to this event in the next few weeks.

Reports

- **Lead Pastor Report – Jeff**

Our church picnic on August 15 at Crystal Lake Park was a huge success. The weather was perfect, the band was incredible, and attendance exceeded expectations. People embraced the opportunity to gather safely outdoors.

Jeff and Jane have explored some opportunities to further staff development. Jeff will implement with his direct reports an online platform called *Leadr* which is specifically designed for church staff. It focuses on one-on-one meetings between managers and direct reports and provides lots of resources for making the most of those encounters.

With the continued spread of the Delta variant, exploring ways to create engagement with and community among participants in our digital ministry will be a focus of exploration this fall, including the roll out of “Open Swim”, the first initiative to come out of the Church 2.0 team.

- **Finance Director Report – Jane**

July offerings are below budget by \$32,000 and below last year July by \$28,000. Expenses were below budget nearly across the board. Salaries and benefits are below budget because of reduced hours that the building is open and a few open positions. Net revenue is down \$18,000 from budget. August numbers are not completely posted, but offerings are running closer to budget and expenses are again below budget.

At year-end we have \$938,000 in unrestricted cash reserves, and an additional \$121,665 of our prepaid expense is escrows to the City of Burnsville which will be returned when construction is complete.

Total campaign giving through August 31 is \$1,879,999 for Phase 2. Our current loan is \$2,585,978 and the current bank balance for construction expenses is \$62,667. The net proceeds from the sale of the Christian Life Center (CLC) are \$6,369,150, and \$2,488,629 has been spent from these proceeds towards Phase 2 work, architect fees and the parking lot. \$3.5M was used to pay down the construction debt, leaving a balance of \$380,521 of dedicated CLC funds for construction expenses. We have an additional \$2.9M in borrowing capacity.

Phase 2 costs to date total \$4,342,521 including construction payments, architects, FFE (advance purchases of chapel & sanctuary worship technology), and the parking lot. Of this, \$121,355 is funding for sanctuary technology that is part of a later phase.

Capital Campaign commitments to date are \$3.7M, including electronic gifts and donations from families who have not returned a pledge. This includes 382 actual commitment forms returned and 239 gifts without a pledge. Those non-pledged gifts range from \$10 - \$60,000. Nine gifts were more than \$10,000, but the majority were under \$1000. We have been discussing a booster appeal this fall to encourage those who have not committed to return a pledge.

- **Construction Update**

The Chapel completion is now delayed by the wood for the stage floor that has not been delivered. Our contractor is trying to get an expected ship date. The rest of the space will be complete, with the carpeting being installed now and the final clean up scheduled after Labor Day. The city has issued occupancy for the space because the life/safety items are complete. We have a workaround for the space so that the final technology can be installed even though the platform is not done. Family Ministry will be able to use the space for the beginning of the programming year. We are planning a grand opening for the Chapel in early October.

The Mission Outpost renovated space continues to be delayed by the lights that have been on back order which are due to be delivered next week. Framing is in process in the new warehouse, along with electrical rough ins and ductwork. The walk-in refrigerator and freezer are still anticipated to be delivered December 2, though our contractor continues to push for an earlier delivery. They are completing everything else so that the refrigeration units can be installed quickly when they arrive, so Mission Outpost can get moved over.

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

Adjournment

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

Respectfully submitted,

Julie Klein
Recording Secretary

Camilla Fischer
Secretary