



BOARD OF DIRECTOR'S MEETING MINUTES

Tuesday, August 2, 2022

5:30 pm – Room 200 B|C

Attendance

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

Staff: Jeff Marian, Jane Victorey, Julie Klein

Call to Order

Barb called the meeting to order at 5:30 pm and Jeff provided devotions.

Agenda

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

Approval of July 12, 2022 Meeting Minutes

Motion by Jay to approve the minutes of the July 12, 2022 meeting; second by Marlene. Motion passed.

New Business

- **Foundation and Changing Church Forum Liaisons**

Motion made by Tom for Jay Olstad to continue as a board liaison to the Foundation Board, and for Mike Heidemann to continue to serve as board liaison to the Changing Church Forum; second by Josh. Motion passed.

- **Nominating Committee Review**

Mike Heidemann will serve as a board liaison to the Nominating Committee. The Board will review Nominating Committee process and establish a second board liaison at the next board meeting.

- **Generis Consultant Introduction**

Generis Consultant Dave Travis had an introductory meeting with the Board via videoconference. Dave works specifically with large congregations in transition and will serve as coach and consultant during the coming year of transition with Pastor Jeff's upcoming retirement. This process will happen in partnership with the Saint Paul Area Synod.

Reports

- **Lead Pastor Report – Jeff**

Jeff is currently in the process of completing annual reviews with all of his direct reports. He noted it's been great to reflect on the past year, celebrate successes and do a little dreaming about the year to come.

The vast majority of Jeff's time and attention in the past month has gone into laying the foundation for the coming year of change and transition. He met via videoconference with Saint Paul Area Synod Bishop Patricia Lull, and our consultant, Dave Travis, to get them introduced, define roles and talk about process. He also met with Beth Beaty, our Director of Communications, to discuss communication plans which will include setting up a Transitions Blog button on our website, similar to the Construction Update button, where members can go anytime for the latest news. Jeff also provided the Board a high-level view of the work that Dave Travis will be doing with us.

- **Finance Director Report – Jane**

The financials for June are preliminary, as Jane is still posting adjustments back into last fiscal year. Offerings were just below budget in June, and overall, we finished the year about 6.5% below on offerings. Expenses came in better than projected, and the year ended with just a \$52,000 operating deficit (including loan principal) vs. the \$115,000 deficit that had been budgeted. In addition to the projected deficit, we incurred \$16,700 in unanticipated street assessments for the work being done on Fairview Drive, which was paid in full in June.

As of the end of June, we have \$1,133,800 in unrestricted cash reserves. We have \$121,000 in unrestricted reserves covering construction expenses as of the end of June. This includes payment of \$60,000 in June to the ELCA from capital campaign funds for the Synod Planting Hope Campaign. We pledged \$100,000 of campaign proceeds to the synod campaign, which we anticipated to be 2% of final campaign contributions. At this time, we have \$3,000,000 in campaign donations, so \$60,000 was sent to the Synod in June to keep current on our pledge.

Jane is deep in audit work, trying to get accruals and postings complete so that on-site audit work can begin in late August or early September. This is more extensive as an audit vs. a review. In addition, we are with a new audit firm, working in new software, and our bookkeeper is new which is increasing the amount of work on this audit.

Jane is working with new staffing assumptions to try to increase raises beyond the 2.5% that had been budgeted. In this very tight labor market for church staffing, we want to make sure we keep our staff and pay them fairly.

Work continues on the roads surrounding our campus. We have had some complications when Fairview Drive has been closed sporadically at both ends, but the city has worked to keep closures to a minimum. Work will run until early October.

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

Adjournment

Barb adjourned the meeting at 7:10 pm.

Respectfully submitted,

Julie Klein
Recording Secretary

Diane Horsager
Secretary