



BOARD OF DIRECTOR'S MEETING MINUTES

Tuesday, May 2, 2023

5:30 pm – Room 200 B | C

Attendance

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

Staff: Julie Klein, Jeff Marian, Kienan Mick, Jane Victorey

Guests: Diane Burrow, Emily Hammerstrom, Don Johnson, Karen Odegard, Kyle Pederson, Mike Sheldon

Call to Order / Devotions

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

Agenda

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

Approval of April 4, 2023, Meeting Minutes

Motion by Donna to approve the minutes of the April 4, 2023 meeting; second by Barb. Motion passed.

New Business

- **Board Nominating Team Recommendation**

Mike Sheldon provided a report and recommendation on behalf of the Board Nominating Team which also includes Nicole Dennis, Karen Mattingly, Lance Odegard, Taya Theis, and Donna Blaul and Jay Olstad as board liaisons.

Motion by Mike to accept the Board Nominating Team recommendation for Diane Horsager, Iver Johnson and Josh Tuchscherer to serve a 3-year term on the Board of Directors. Second by Gene. Motion passed.

The Board thanked the Nominating Team for their work.

- **Congregational Phone Calls Update**

Board members provided updates on their phone conversations with congregation members.

- **2023-2024 Budget Recommendation**

Jane presented the proposed 2023-2024 Prince of Peace budget. This is a breakeven budget of \$3,885,233.

Motion by Tom to recommend approval of the \$3,885,233 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.

- **Call Committee Update**

Members of the Lead Pastor Call Committee were present, and the Board entered closed session at 6:45 pm to receive an update and recommendation from the Call Committee. Regular session resumed at 8:00 pm.

Motion by Tom Nelson to recommend to the Congregation to extend a Letter of Call to Paul Dean to serve as Lead Pastor of Peace of Peace Lutheran Church. Second by Marlene. Motion passed unanimously.

The Board expressed gratitude to the Call Committee for their commitment and diligence on this call process.

Reports

- **Lead Pastor Report – Jeff**

Jeff recently started a four-week series on 1 John, which will conclude the Winter/Spring semester of Engage. For the second time this year Jeff had the opportunity to facilitate some theological conversation with residents at Orchard Path at their invitation.

The All Abilities Advocates team applied for an ELCA Disabilities Grant to fund a few initiatives at Prince of Peace to accommodate the varied needs of children. The team did not receive the grant but will be applying for others as they become available. Emily Hagen and Julie Kramme will lead this team as they continue to make Prince of Peace increasingly welcoming and accommodating to all.

Jeff noted this year's Holy Week and Easter services were some of the most moving and meaningful he has ever experienced. He is grateful to our staff and volunteers for the enormous effort to make this an outstanding week of worship. He also noted that he is currently writing his last sermon as he winds down his tenure at Prince of Peace.

- **Finance Director Report – Jane**

Offerings were down just \$16,000 from budget in March, and we are down \$122,400 from last year to date, but off \$316,400 from where offerings had been budgeted at this point in the year. Expenses are better than budget. There will be further expense reductions and some anticipated additional income. If we could have just run flat in offerings year over year, we would have been close to breakeven operating results. Jane is projecting a year end deficit of nearly \$132,000 of net operating expenses, and \$179,000 total deficit including the principal payments on our mortgage. As of the end of March, we have \$837,000 in unrestricted cash balances, so we continue in a very good place with cash reserves.

Our architects from Cuningham Group did their final building walk through to sign off on completion of Phase 2. We had been waiting for the sliding door installation in the childcare area to complete Phase 2. Once they sign off, our general contractors at H & U can give us our final billing, which should be \$20,000-\$30,000.

We had concrete work done at the front entrance for cracked pavers. They had been replaced once before under warranty – and continued to crack as they were not strong enough for use of the Bobcat to clear snow. That area needed to be concrete vs. patio pavers. Facilities Director Kurt Oestreich received estimates for the options to repair the small parking lot.

For at least 10 years, the Board of Directors has approved a week of sabbath time during the week of the Fourth of July on a year-by-year basis. This time off is so appreciated by our staff. Jane proposed the Board make this week of sabbath a permanent benefit to our staff. All staff who work 20 hours per week or more would have four days as paid time off, along with the July 4 holiday. Those who are not eligible for paid time off are able to work additional hours during the summer, if they choose, to make up the time off.

Motion by Diane to permanently approve the week of July 4 as a week of staff sabbath. Those eligible for vacation and holidays will have this as a paid week off. Those not eligible for vacation may make up their lost hours over the summer if they choose. Second by Donna. Motion passed.

Jane is grateful to be able to work with Kienan Mick as the new finance director before her 15-year tenure ends on May 15. She asked the Board to approve adding Kienan to our bank accounts as a signer.

Motion by Gene to approve Finance Director, Kienan Mick, as an authorized signer and administrator on all Prince of Peace bank and investment accounts. These accounts include Old National Bank with full

administrator access to all accounts, Associated Trust, with full administrator access to our 403b accounts, Mission Investment Fund of the ELCA for all banking, investments and loan accounts, the Janus Henderson Fund for CDLC Scholarship holdings, and Thrivent for full administrator authority on Foundation A and Foundation B accounts. Second by Marlene. Motion passed.

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

Adjournment

Barb adjourned the meeting at 8:10 pm and ended the evening celebrating Jane and her 15-year tenure at Prince of Peace and all she has accomplished.

Respectfully submitted,

Julie Klein
Recording Secretary

Diane Horsager
Secretary