

# **IMMANUEL LUTHERAN CHURCH & SCHOOL**

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## **BOARD OF DIRECTORS**

## **MEETING MINUTES**

**DATE:** June 24, 2014

**BY:** Becky Pitman, Secretary 2016

**PRESENT:** Dan Ebert, Board Member 2014  
Rod Kumm, Board Member 2014  
Mike Schumacher, Board Member 2014  
Anna Brandt, Treasurer 2015  
Dave Liefer, Vice Chairman 2015  
Kelly Colbert, Board Member 2016  
Matt Peters, Chairman 2015  
Scott Hays, Board Member 2015  
Keith Pelster, Business Manager  
Jason Auringer, Senior Pastor  
Allison Dolak, Principal

**ABSENT:** Todd Liefer, Associate Pastor

**GUEST:** Tammy Brenningmeyer, Assistant Principal  
Sharron Blalock, Board Member 2017  
Justin Hurayt, Board Member 2017  
Kris Schuldt, Board Member 2017

**CC:** File - Dropbox  
Website

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The following minutes express my understanding of the items discussed. Please respond within five days of receipt if any changes are required.

If any action is required, the name indicates the responsible party and the date indicates the due date.

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Meeting called to order at 7:03 p.m.

Pastor Auringer led a prayer.

Minutes from the 5/27/14 BOD meeting were approved.

Constitutional changes were reviewed.

Rod Kumm made a motion to set up a three person committee made up of BOD members to revise the constitution related to the policy changes in regards to creating, communicating and appealing policy procedures by the July BOD meeting. Scott Hays seconded the motion and all approved.

Mike Schumacher will rewrite step 5 of the proposed Dispute Resolution Policy. It is tabled until the July BOD meeting.

Pastor Auringer gave an update on the church. See attached. Installation of the BOD will be done at on August 10, 2014 at the first and second service.

Allison Dolak gave an update on the school. See attached.

Keith Pelster gave a business manager update. See attached.

Anna Brandt gave her financial update. See attached. Dave Liefer motioned to approve the May Treasurer's report, Mike Schumacher seconded the motion and all approved.

New policies were tabled pending Constitution changes.

Dropbox administrator and BOD member changes will be done by Matt Peters.

BOD contact list and calendar will be updated.

BOD elections will be done at the July BOD meeting.

New BOD members need to get a picture and a bio emailed to Pastor Liefer by the July BOD meeting for the website.

The BOD will be appointing a new BOD member to take Scott Hays' spot on the Board for his remaining one year term at the July BOD meeting.

Rod Kumm made a motion for the Business Manager to form a committee to come up with a storage and maintenance building. Mike Schumacher seconded the motion and all approved.

Kris Schuldt will be taking over as the new IT Team manager.

Scott Hays motioned to adjourn, Rodd Kumm seconded the motion and all approved.

## June 2014 BOD

Senior Pastor

1. An invitation will be sent on Monday inviting a number of folks to join the capital campaign committee.
2. I will be meeting with Terry Wold of Thrivent on June 24.
3. A new service will be added at 9:30 beginning August 17<sup>th</sup>. It will be a contemporary service with Christina Boehme as our vocalist. Jill Kirk and Steve Snider will serve as instrumentalists. At this point, to ease the load on volunteers, we plan on having Communion only one Sunday a month.
4. The Worship schedule is planned through December. After *Living THE STORY* we will embark on the following series:
  - July 5-August 10: *Joining Jesus on His Mission*
  - August 17-September 28: *The Reason for God*
  - October 5-26: *The Reformation: What Does This Mean?*
  - November 2: 140<sup>th</sup> Anniversary Service
  - November 9-December 14: Capital Campaign
- **The Reformation Series will include a “Serve Saint Louis” weekend in which regular worship will be replaced by opportunities to serve our community through various service projects.**
5. On **August 10** I will be officially introducing Hearts & Hope for Uganda as a mission partner with Immanuel. We will be “adopting” a village in which we can begin providing financial support to them, beginning with assistance to the children who are students in their school. I will be encouraging anyone wanting to experience firsthand a trip to our adopted village in February 2015.

*Questions or Comments*

## **Principal's BOD Report for June 27<sup>th</sup>, 2014**

23 spots left in preschool-

7 All Day T/Th - 3 MWF half day openings

3 year olds- 7 MWF half day openings

$\frac{3}{4}$  mix- 6 openings

K-8 enrollment as of 6/15/14= 262

Next year: faculty book: Artificial Maturity by Tim Elmore. Seminar on Sept 19<sup>th</sup>

Contracts are out and being returned

Theme for next year; "We Are" Ephesians 2:10



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**To: BOD**  
**From: Keith Pelster**  
**Date: 6/24/14**

#### **LCEF**

We have begun promoting participation in LCEF by the congregation and school families as a way to take advantage of the "Shared Blessings" program. (See past reports for more details) We were 21 investors short of the first tier rebate as of June 1. I anticipate reaching that approximately \$1K /month rebate level soon. We included brochures, application and a cover letter about LCEF's Young Investor's program in the VBS information bag. If a 7 year old child invests \$25 and takes full advantage of the incentives, and makes no other deposits or withdrawals (at current levels and rates) they will have over \$600 by the time they turn 18 on a \$25 investment. ILCSW's expected rebate on that account would be more than \$1,000 over that same time period, all from a \$25 investment. Thank you to those who have signed up.

#### **Parking Lot Repairs**

The destruction phase of the parking lot repair project should have begun 6/23/14 (I am writing this 6/19/14). Expectations are for two weeks to install the drainage, and let the area dry, then new pavement and rock installation. Pending cooperative weather and no unexpected delays, the majority of the construction should be completed the week the school and church office is closed. (I intend to be here.) We know parking will be less abundant this weekend (June 28-29) for church. With lighter expected summer attendance, we should have enough undisturbed spaces available to avoid the need to park on grassy areas or shuttle from off site.

#### **Septic Tank Issues**

The septic tank was overflowing at the beginning of VBS. I turned the pumps on manual override and the water level went down slightly. I also called our current maintenance provider, who inspected and found no problems. I heard the aerator making a different sound that same Thursday, and inspected the tanks and found them full to just below ground level.

We had the tanks pumped and inspected prior to the VBS picnic, by a different company than our service contractor. They found and repaired several chronic conditions, each of which would prevent proper function of the system. I also had them video inspect the drain lines (including under the parking lot incase our water issues were interconnected) no leaks were found, but we did find a full grease trap which had never been opened, which was also cleaned out. The severity of the issues found, which include: non-functioning and improperly installed floats, the drain field left in 'service' mode, (causing it not to work unless the tanks are near overflowing) clogged and displaced filters cast doubt on our current service provider's ability to maintain the system. We are in process of cancelling the current service agreement with them. By switching to the same local company for maintenance that provides pumping, we will also save \$900 annually on the cost of the service agreement, as they has no up-front retainer charge for the service agreement.

## **Building Maintenance**

I replaced 16 entrance floor mats for not much more than we had been paying every 2 weeks to rent the older floor mats. We have reduced the monthly bill to the minimum allowed by contract saving about \$500 monthly. This also included removing some restroom air fresheners, which we intend to replace before schools starts, but that will also be a change to a less expensive product. We are using the savings to offset the cost of needed, but additional maintenance supplies such as floor wax, and parking lot crack filling that had not been used before at this location. The hope is that additional preventative maintenance will reduce need for future repairs and replacement and make daily cleaning less time consuming for staff.

## **Mower**

Better equipment will make better use of volunteer labor (which saves many thousands of dollars- Thank you!) We received about \$1,400 in the special collection for the mower. We need a few hundred more to avoid having an individual co-sign for a 0% loan to purchase a zero turn mower.

## **Extra Organ Sold**

The extra organ that has been sitting unused in the balcony has been sold. We expect to receive \$12,000 soon from this sale. We look forward to having more space available in the balcony.



**IMMANUEL LUTHERAN**  
CHURCH AND SCHOOL

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**To: BOD**  
**From: Anna Brandt**  
**Date: 06/24/14**

**Mortgage Payments:**

As of May 31, 2014 our receipts to meet the mortgage interest payments are "spot on". I project we will meet June's obligation also.

**Lutheran High School St. Charles Assessment**

As published in the Sunday Pulse, we are 100% current with Lutheran High as of June 24, 2014. A huge thank you to all who helped us accomplish this goal.

Our assessment for 2014 - 2015 fiscal years is \$ 36,600. We budgeted \$ 32,500

**Church Operations and "Notes" of Interest**

Our revenues through May are above budget by \$ 42,350. In June our budgeted revenues to cover operations is \$ 58,000. After 3 weeks we have received \$ 51,600. Very encouraging! These contributions off-set the Property & Maintenance excess expenditures on Utilities/Snow Removal of \$ \$46,500

Misc Gifts/Rebates - \$ 1,333 most of these funds are donated by the Ladies Aid to help defray utility costs.

**School Operations:**

When you net out the 3<sup>rd</sup> Party Funding revenues and expenses, the school revenues are \$ 7,865 above budget and the expenses are \$ 31,118 under budget. June activity will most likely see a leveling of these figures.