

# **IMMANUEL LUTHERAN CHURCH & SCHOOL**

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## **BOARD OF DIRECTORS**

## **MEETING MINUTES**

**DATE:** April 28, 2015  
**BY:** Becky Pitman, Secretary 2016  
**PRESENT:** Sharron Blalock, Board Member 2017  
Anna Brandt, Treasurer 2015  
Dave Liefer, Chairman 2015  
Keith Pelster, Business Manager  
Kirk Neugebauer, Vicar  
Kris Schuldt, Board Member 2017  
Allison Dolak, Principal  
Jason Auringer, Senior Pastor  
Matt Peters, Board Member 2015  
Kelly Colbert, Board Member 2016

**ABSENT:** Justin Hurayt, Board Member 2017  
Mike Schumacher, Board Member 2015

**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 7:04 p.m.

Pastor Auringer led a prayer.

The Voters' Meeting will be Wednesday, May 13, 2015 at 7:00 pm

The minutes from the 3/17/15 BOD meeting were approved by email.

Anna Brandt gave a budget review. Anna Brandt made a motion to accept the budget as proposed to present to the voters. Becky Pitman seconded the motion and all approved.

A review of the "Board Policies Immanuel Lutheran Wentzville" document was done. Kris Schuldt made a motion to approve the Board Governance Policy as corrected for all future meetings. Anna Brandt seconded the motion and all approved.

Pastor Liefer gave an update on the church. See attached.

Pastor Auringer gave an update on the church. See attached.

Kirk Neugebauer gave his update. See attached.

Keith Pelster gave his update. See attached.

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

Anna Brandt gave her financial update. See attached. Becky Pitman motioned to approve the March Treasurer's report, Kris Schuldt seconded the motion and all approved.

Kris Schuldt gave an update on BOD nominations. The BOD approved the slate of candidates to be presented to the voters' at the May Voters' Meeting.

Christina Boehme and Melissa Bady requested a change in their housing allowance and it was approved.

Agenda items for the May Voters' Meeting were discussed.

Kris Schuldt made a motion to adjourn, seconded and all approved.

**April 2015 BOD Report  
Senior Pastor**

1. Holy Week Attendance Comparison

	<u>Maundy Thursday</u>	<u>Good Friday</u>	<u>Easter</u>		
<b>2015</b>	218	127 & 227 (354)	156	228	399 348 (1131)
<b>2014</b>	218	138 & 249 (387)	171	368	473 (1012)
<b>2013</b>	181	180 & 248 (428)	120	364	445 (929)
<b>2012</b>	154	167 & 168 (335)	134	323	429 (886)

2. Upcoming Schedule

May 4-7	Dallas	PLI	“Leading an Organized Team”	
May 24-28	KC	8 Gr. Class Trip		
June 14-16	Springfield	District Convention		
July 16-Aug 1		Vacation		

3. Future Tasks TBC

Strategic Planning: What will this look like? How & when will it get done?  
 Staffing Model: 3 options for your consideration  
 Personnel Policy Manual: Keith heading this up

4. Worship Series:

*Encounters with Jesus* runs through May  
 Summer series TBD

5. Bible Classes:

Tuesday	<i>Gospel of Matthew</i>	<b>6:00</b>	5-10 participants	<b>9:30</b>	25-30 participants
Sunday	<i>Gospel of John</i>				

6. Possible Action Items

Partner with an inner city church through the MO District  
 MO District requesting \$10K/year for 3 years

Purchase of Land for Butangala

LAND	"A"	200x60	<b>\$2140</b>
LAND	"B"	777x61	<b>\$6070</b>
LAND	"C"	390x54	<b>\$2140</b>
LAND	"D"	1011x40	<b>\$3570</b>
			<b>\$13,920</b>

7. Celebrating

*Immeasurably More Campaign* (Volunteers & Contributors)  
 Another \$40K donation from donor (Half designated for *Thanksgiving Fund*; the rest TBD)  
 Productive rapid policy development weekend

8. Participated in a focus group on preaching (April 23) facilitated by LCMS International Center



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**To: BOD**  
**From: Keith Pelster**  
**Date: 04/24/2015**

### Facility Maintenance and Project Update

The carpet in the main floor excluding the Narthex and church offices was cleaned by Gateway Janitorial over the school's spring break week. They also did extra cleaning on the second floor. The halls and student bathrooms were noticeably cleaner. Cleaning in the classrooms did not go as well. The auto scrubber did not remove the chair and table gouges, and there was insufficient time to strip and wax the floors. They also had problems getting the furniture back how it was.

A water supply line in a preschool bathroom developed a leak that was repaired. The water did not cause any known damage as the vanity is stainless and there is a floor drain.

A sports field size area was cleared of brush and is now being cut by our lawn care MAT, West of the soccer field.

Volunteers have been found to take over the fertilization of the grass on the sports fields and dragging the dirt infield. We have paid a service to handle this in the past, this change is anticipated to save the school about two to three thousand dollars each year.

The Narthex Tile project is now planned for early summer. This will also include replacing the carpeted stairs with rubber treads. If or when additional funds become available we would like to also replace the carpet in the first floor hallways as well. This addition can be done in phases if needed.

The double exterior doors near the church and school offices were touching preventing proper closure, they were adjusted and are now plumb.

Several shade trees have been delivered and will be planted around the playgrounds.

### Facility Rentals

Rental use continues to be strong. We have recently opened the soccer and baseball fields to rentals as well.

There has been some discussions about retaining the ability to say no to groups and activities that would be contrary to ILCSW and LCMS teachings. Options include:

Eliminating nonmember, non-sports group rentals entirely or requiring a member to sponsor non-sports events from outside groups.

Requiring a 'coordinator' type person to be hired and present to supervise outside group's holding non-sports events.

Imposing a cancellation fee on groups who cancel reservations.



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**To: BOD**  
**From: Anna Brandt & Keith Pelster**  
**Date: 4/28/15**

### ***Immeasurably More Capital Campaign***

As of 4-22-15:

Current pledge total over the next 3 years is \$ 1,411,000 as pledge by 174 families.

#### Savings related to use of Capital Funding Services:

Monthly Mortgage Payment at 4.75% interest, reduced from 5% for the first 5 years of the 10 year payment schedule [amortized over 30 years]

**Over the next (5) years** we save \$ 60,780 in reduced monthly payments [\$1,013/per month] along with principle savings of \$ 22,056 for a **total savings of \$ 82,836**

Our costs for the campaign including Capital Funding Services fees ran approx. \$ 60,000.

**When using the contribution envelopes, please record your donations to *Immeasurably More on the line titled MORTGAGE PAYMENT.*** Beginning in April all donations given to Mortgage Payment will be applied to the *Immeasurably More Campaign* either as pledged or non-pledged donations.

### ***LCEF Rebate for member accounts***

During April Keith & I were notified that with the closing of the Church/School & Multi Purpose Building loans [scheduled for May 15, 2015], our current rebate will increase from \$25,418 to \$38,127 [based on current investors]. Should we reach the highest level of investors our rebate could increase to \$50,052.

**Currently we still need 26 new account holders. Let's not miss out on that additional \$ 12,000 rebate.**

### ***Current fiscal year operations***

**March is the first month that General Contributions were less than what was budgeted.**

As of March 31, 2015 our revenues continue to be above budget on both school tuition and general offerings. Even with the additional capital campaign costs [which were not included in the 2014-2015 budget] we are in a solid position as we head into the last quarter of this fiscal year's budget.

Vicar Report  
April 28, 2015

**Working on**

- Global Leadership Summit
- Inviting Churches, Schools
- Mother Daughter Banquet
- Music and Message
- Church and School Google Business Virtual Tour Quotes
- Visitor Phone calls going well

## Principal's April BOD Report

1) Preschool has 7 spots still available and we are FULL!!

Tours are happening everyday!

K-8 is right on target for 270-275 students for the 15-16 school year.

2) We have a billboard! (It is located between Hwy N and Winghaven.

3) We are interviewing for PK-4's and have 3 very good candidates. We will make an offer this week and could have someone to call for the May 17th Voters Meeting.

4) Standardized Testing is already sent off for scoring.

5) We are in the last few weeks of school! Students get out on May 22nd.

6) Please double check your calendars for May 21st (8th grade graduation). The BOD always makes an entrance with the teachers. Please arrive at 6:40pm in the fellowship hall. ANYONE with an 8th grader (Kelly) can give their child their diploma. :) Please let me know if you would like to do so.

7) Teacher Evaluations are going on now and will conclude May 4th.