

IMMANUEL LUTHERAN CHURCH & SCHOOL

BOARD OF DIRECTORS

MEETING MINUTES

DATE: July 21, 2015

BY: Becky Pitman, Secretary 2016

PRESENT: Sharron Blalock, Board Member 2017
Anna Brandt, Treasurer 2015
Brandon Charter, Board Member 2018
Kris Schuldt, Chairman 2016
Justin Hurayt, Board Member 2017
Kelly Colbert, Board Member 2016
John Wadell, Board Member 2018
Roger Huslage, Board Member 2018
Kirk Neugebauer, Vicar

ABSENT: Allison Dolak, Principal
Jason Auringer, Senior Pastor
Keith Pelster, Business Manager

CC: File - Dropbox
Website

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.

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

Kris Schuldt led the prayer and devotion.

The consent agenda was approved. It includes Allison Dolak, Vicar Kirk, and Keith Pelster's reports and the minutes from the 6/23/15 BOD meeting.

Pastor Auringer's report was removed from the consent agenda and was not approved. The BOD had questions regarding the Mission Initiatives section.

Anna Brandt gave her financial update. She explained to the new BOD members how to read her reports. John Waddell made a motion to accept Anna's report. Kelly Colbert seconded the motion and all approved.

The Congregation Health Dashboard was tabled because Dave Liefer is not finished with his changes.

Board elections were held. John Waddell was elected Vice Chair. Becky Pitman was re-elected as Secretary.

BOD retreat details in August were discussed and everyone was assigned facilitator roles.

Taylor Johnson, a new teacher, has asked that a portion of her salary be allocated to a housing allowance. Kelly Colbert made a motion to approve this. Sharron Blalock seconded the motion and all approved.

The BOD did their self review.

Becky Pitman made a motion to adjourn, Sharron Blalock seconded and all approved.

Senior Pastor's Report

BOD July 2015

1. This summer has been filled with meetings

MLT Strategic Planning

Looking at action plans for both property and staffing

Integrated Personnel Policy Manual

Allison, Keith, and I met one time to review the beginnings of the new document; more meetings to follow.

2. Upcoming events

Vacation time the last 2 weeks of July...

Tuesday Adult Bible Study to resume August 18

Lutheran Church Mission of Uganda Conference in St. Charles County, August 25-26

Lutheran Center for Religious Freedom Conference in DC, Sept. 8-10 (All expenses paid)

Final PLI session in Phoenix from October 5-8

New Member Class to begin on Wednesday, October 14

Preaching at 75th Anniversary of First Good Shepherd, Las Vegas, October 18 (All expenses paid)

3. Mission Initiatives

Hearts & Hope

We now have 6 members who have visited Butangala: Tom & Carrie Andrews, Matt & Ann Fessler, Jen Ritter, and myself. We will be making a push for more student adoptions this fall as well as considering helping the village purchase more land.

Rev. Larry Matro

Larry was here to present his mission work in Papua, New Guinea. We are supporting his efforts. I believe \$1500 was sent.

Rev. Jon Clausing

Jon also presented his work that will begin in January in Kenya. We will be sending him \$1500.

Lutheran for Life

This pro-life group's income was slashed when Thrivent decided to be fiscally neutral about "controversial" topics. I believe we should help make up the difference.

Inner City Churches

The Missouri District has asked for Immanuel's help in supporting struggling churches. They are asking for a 3-yr commitment.

7-14-15

July Principal's Report

Preschool is full

K-8 is a 272 for next year and I have tours for 5 more students tomorrow. 3rd grade is full if the tours tomorrow enroll. Both 3rd grades will have 22 students.

August 3rd-All of the new teachers and teachers with new duties show up on this day.

August 4th- All teachers report and we have a circuit professional development meeting at Lutheran High School

August 11 is Meet Your Teacher from 6-8pm

August 13th-It is the first day of school AND we will be officially presented with our Exemplary Status Award in chapel. Chapel will be at 8:45am.

We are starting the crunch on space in the school. We are having to be more and more creative as we go along.



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To: BOD
From: Keith Pelster
Date: 07/21/2015

LCEF Rebate

We now need 6 additional investors to make the highest tier. Achieving this number will generate a loan rebate of nearly \$50,000 that will continue each year that we can maintain 35% congregational participation.

Facility Maintenance and Project Update

The tile is in process of being installed. The new tile baseboards were lower than the old carpet baseboards. There is substantial wall repair and repainting that is being done at the same time. This project is being done in sections so it will be walkable by Saturday and Sunday services.

TAJ tile that is the same type and color as what is in the classrooms and upstairs hall has been ordered for the halls that have preschool classrooms adjacent. It is planned to be installed the week following the porcelain tile installation, by the same installer.

Single piece rubber stair treads have been selected for the main stairway to replace the carpeted stairs. This should fix the repeated problem of the rubber edge piece working loose on the stairway. The treads have been ordered, but we do not have an arrival date yet.

The summer janitorial projects of waxing all the classroom floors, repainting and touching up numerous areas in classrooms, hallways and the gym are under way. The extra painting required for the tile project has caused some delays in the normal summer work.

There are several areas needing attention that are higher than can be done with a ladder- changing the bulb in the back wall sanctuary projector, hanging banners and clocks in the gym, changing light bulbs in the sanctuary and gym. We are trying to do all this at the same time to minimize lift rental days.

There are 2 areas of the parking lot that will be torn out and replaced. The drive lane near the entrance and near where the sidewalk juts out near the covered drop off lane. We have contracted Busy Bee Paving to do the work for \$10,335. They have said they will have it completed in July, but I do not have a firm date yet.

We have negotiated a fix rate of \$1.50 per gallon of propane for the next year. This is \$.60 lower than our rate last year, and should produce significant savings. We have been using 20,000 – 25,000 gallons each year to heat the buildings.

The server is being backed up off site now.

Vicar BOD Report July 21, 2015

Currently Working On

- Help with Global Leadership Summit
- Calling visitors
- Vicarage officially ends on August 23
- LINC visit went great!
- Virtual Tour of ILS completed



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To: BOD
From: Anna Brandt
Date: 7/21/15

Immeasurably More / Capital Campaign Reserve

As of June 30, 2015 we added \$ 111,144 to our "capital campaign reserve fund" to meet our monthly mortgage payments over the next three years.

Total cost for Capital Campaign \$ 58,875 [was not in the 2014-2015 budget but approved by the voters in a special voters meeting October 5, 2014.]

Capital Reserve Funds and Property Improvements

Capital Reserve Funds	
Balcony Remodel	\$ 14,832 [\$ 12,000 Sale of Organ]
Flooring	\$ 41,465 [\$ 11,000 donation from a non-member]
Property Improvements	
Landscaping	\$ 1,043
Parking Lot Fund	\$ 12,285
Other	\$ 27,000 [\$ 17,800 from facility use rental this FY]

Note: Facility Use Rental increased to \$ 25,000 in 2014-2015 fiscal year as compared to \$ 10,000 in 2013-2014 fiscal year

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BOD Limitations

iii. Undertake capital expenditures of any amount greater than 5% of the previous year's unrestricted revenue.

- **5% of the previous years unrestricted revenue [2013-2014]**
[778,726* 5% = 38,936]

Expensed in this fiscal year \$ 30,000 for new flooring and \$ 4,500 for the parking lot repairs

Church Ministry

General contribution revenues were \$ 38,500 [5%] above budget.

Church Ministry was 2% over budget due to Conferences and Public Relations/Outreach expenses.

Property & Maintenance was over budget due to capital improvements for flooring and parking lot expensed in this fiscal year by \$ 29,000

Other areas were under budget.

School Ministry

School Revenue was budgeted at \$ 1,482,000 and **actual receipts were \$ 1,605,313.** Tuition payments received were \$ 116,000 higher than budgeted during this fiscal year.

School Operation expenses were budgeted at \$ 1,483,222 and **actual direct expenses were \$1,522,273.** [Salaries, benefits, books & supplies along with other general school expenses]

Church & School net surplus for 2014-2015 Fiscal Year	\$ 89,487
Less: Cost of Capital Campaign	<u>\$(58,875)</u>
Net Surplus [savings]	\$ 30,612

OTHER NOTES:

- All Dedicated Funds for both the church and school are funded in savings accounts
- We are 100% current with Lutheran High School St. Charles on our assessment. Thank you to a couple of member families that have donated their "Company" matching funds to help meet this financial obligation.
Fiscal year 2014-2015 our assessment was \$ 36,600 and
Fiscal year 2015-2016 our assessment is \$ 35,438