

IMMANUEL LUTHERAN CHURCH & SCHOOL

BOARD OF DIRECTORS

MEETING MINUTES

DATE: February 21, 2017

BY: Brandon Charter, Secretary 2018

PRESENT:

- Sharron Blalock, Board Member 2017
- Justin Hurayt, Board Member 2017
- Maureen Kuhlmann, Treasurer 2019
- Roger Huslage, Board Member 2018
- Kris Schuldt, Chairman 2017
- Rich Craven, Board Member 2019
- John Waddell, Vice Chairman 2018
- Anna Brandt, Business Manager
- Tom Roma, Associate Pastor
- Allison Dolak, Principal

ABSENT:

- Jason Auringer, Senior Pastor
- Jim Sandvick, Board Member 2019

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 7:02 p.m.

Pastor Roma opened the meeting with a prayer. The BOD studied Articles X – XV of Concordia The Lutheran Confessions, Chief Articles of Faith. The BOD will read Articles 16 - 19 for the next meeting.

The Pastor's report, Business Manager's report, and Principal's report passed via consent agenda.

Maureen presented the Treasurer's report. Roger Huslage made a motion to accept the Treasurer's report. John Waddell seconded and all approved.

Housing allowances for Christina Boehme and Taylor Eitzmann were presented. John Waddell made a motion to approve and Justin Hurayt seconded. All approved.

Questions were asked to Pastor Roma and Allison in a town hall style.

The dashboard was discussed and Brandon will provide a brief review at the next meeting as well as setup a monthly report for the BOD.

Kris Shuldt provided an update on the Bell Committee.

Kris led a discussion regarding campus security and recent events. The medical/security/weather committee will meet again to discuss the issue further.

The board discussed hosting one of the Lenten dinners on March 22nd.

Kris led a discussion regarding the formation of a building plan committee. Roger Huslage will represent the BOD and he and Kris Schuldt will work together to form a committee. The BOD will present a document outlining the goals for the committee.

John Waddell made a motion to extend the meeting until 9:15 pm. Roger Huslage seconded and all approved.

Anna Brandt presented building plans that will be presented to the voters on March 13th.

John discussed the BOD nomination committee.

The BOD did their self-review.



IMMANUEL LUTHERAN
CHURCH AND SCHOOL

632 E. Hwy N
Wentzville, Missouri 63385
(636) 327-4416 www.ilcsw.net

To: Board of Directors
From: Maureen Kuhlmann, Treasurer
Date: 02/21/17

Immeasurably More

Beginning July 1, 2016 through January 31, 2017, we have been able to meet all of our mortgage obligation payments to LCEF through contributions given during that same period. Therefore, we have not had to use any of our reserve funds from prior years to meet the mortgage.

Church and School Ministry

As of January 31, 2017, the church operations are ahead of budget by \$ 88,913 and the school operations are above budget for \$ 250,369. The next five months we are budgeted to lose \$ 243,263. The reason is because of reduction in tuition payments in the second half of the school year due to full tuition payments made in the first half of the year.

Other Items

We want to thank the Immanuel's Women in Mission for their continued donations towards church and school utility expenses.



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To: Board of Directors
From: Anna Brandt, Business Manager
Date: 02/21/17

Review of Books

The full report from CPA, Steven Purgahn regarding our Internal Controls are attached for your review. He did not make any recommendations on our internal control procedures. His review of the books did not find any fraud and in his opinion our internal controls and the application of them help assure that there are no material misstatements of our financial statements. Cost \$ 1,890.

Septic System and Septic Field

An inspection was done of both the septic system and the septic field. Repairs in the amount of \$ 800 has been completed to the system. The septic field failed inspection. No repairs have been done to the field as we will be installing a new septic field. The estimated date for Cochran Engineering to finalize the plan for the new field is February 24th. Steven is dealing with Sandy May as she is the Waste Water System Inspector for St. Charles County to avoid any issues with the county.

Once I have the septic field plan, I will get bids from (2) individuals that have been recommended to me. Last year's General Contributions totaled \$ 805,969. The BOD has a limit of 5% or \$ 40,448 it can approve for expenditure without going to the voters. Hopefully this field will come in less than \$ 40,448. **My recommendation is to use funds received and held in Schramm Estate Foundation dedicated fund to install this new septic field** [available funds \$ 51,471] Immanuel receives between \$7,000 and \$10,000 in August of each from this estate. We have not used any money from this fund since July of 2012 when the concrete area on the parking lot was installed by the trash dumpster.

Narthex

Now that the welcome desk is completed, new couches have been ordered. Donations have been received to pay for (2) new chairs, which are also on order and a floor lamp. An area rug is also being donated. All items should be in by Easter. The old couch & loveseat were sold to a school/church family.

Zattarella Estate (Pending donation to church & school) \$ 100,000

Bill Zollmann has sent another letter to Attorney Beck. I talked with Paralegal, Allison at Beck Elder Law Firm on 02-21-17 and was told that the court has appointed a new Trustee [Attorney Steve Jones of Beck Elder Law Firm] to the estate. They now have to jump through the hoops to get the bank to release the funds. [No idea how long that will take] Once the bank releases the funds the money will be distributed. Allison said she would let me know when or if she gets an ETA from the bank.

Senior Pastor's Report

BOD February 2017

1. **Super glad to have Roma on board!**
2. **The MLT is ready to move forward with the classroom/office addition. The finances are better than we first thought.**
3. **Troy, Tom & I met to discuss our roles & possible new ministries. I will have a written report on this by March's meeting.**

4. **New Members**

The next adult confirmation class **WILL NOT MEET** before Lent gets underway.

5. **Midweek Lent Theme:** Standing at the Cross

6. **The Regular Stuff**

Church staff meeting now meet on Tuesdays at 10:15. We are discussing the book, *Every Good Endeavor*.

Tuesday morning Bible Class continues its study of Isaiah. Classes meet at 6 & 9 am.

I meet with the worship team on Wednesday mornings at 10 am.

I've made 6 shut in calls this month as well as hospital visits as needed.

I attended a worship conference in Franklin, TN w/ Mike Schlipp, Dalton Moore, and John Scott.

Worship & Bible Class attendance are up; about a dozen baptisms since Thanksgiving.

7. **PhD**

Still plodding slowly along...

Principal's Report For February BOD Meeting

2-21-17

- 1) Trivia Night registration information will out this week.
- 2) We are currently at 315 students for next year in K-8 with very few preschool spots left.
- 3) We are still looking for auction donations for April 1st.
- 4) Grandparents Day is March 17th
- 5) We are currently interviewing for Kindergarten and preschool positions open for the 17-18 school year.