

Hope Lutheran Church
The Board of Directors Meeting Minutes
Held on January 18th, 2018

Attendance:

Chairman:	Bill Steinmetz	Senior Pastor: Kirk Dueker
Vice-Chairman:	Brent Pavicic	Head Elder: Dave Smith (Late)
Secretary:	Jane Kunkel	Admin & SP: Beverly Janosky
Treasurer:	Nate Jones (Absent)	Director of Finance: Pat Donofrio
Members at Large:	Matt Mix	
	Mike Yeager	
	Josie Ziervogel (Absent)	

Opening Devotion (Bill Steinmetz)

Bill referenced 2 Timothy 1:7 “For the Spirit God gave us does not make us timid, but gives us power, love and self-discipline. Bill shared about doubts and fears. These are not from God. Because of this, we have to resist and reject it. This is impossible to do on our own, and requires God’s perfect and powerful love. 1 John 4:18 “There is no fear in love. But perfect love drives out fear, because fear has to do with punishment. The one who fears is not made perfect in love.”

Upper Room Renovation Update (Dave Harrington)

Incredible praise God report from Dave!

Some awesome praises to note:

- Over 36 members of the congregation volunteered countless hours of their time and expertise to make this project happen.
- Materials were repurposed wherever possible and the project is well under budget.

Just some finishing touches remain such as a few power outlet installations, paint touch ups, window panels, and general cleaning.

Review of December 21st Meeting Minutes (Bill Steinmetz)

Bill Steinmetz moved that the meeting minutes from December 21st, 2017 be approved. Mike Yeager seconded the motion. Voice vote. All in favor. None opposed. Motion passed.

Action Item Review (Jane Kunkel)

Josie Ziervogel to continue driving improvements to Voters’ Assemblies.

Recognition Reports (All)

- Neil Brehse for dedication to LifeTree cafe
- Sandy Colony and Rose Mary Hardick stepping down from many years of service arranging funerals
- Christmas volunteers
 - Stacy Reed McGregor
 - Judy Dueker

- Tech team (Ron Oyer and Jim MacGregor)

2020 Vision Update (Pastor Kirk)

- The Board of Directors will be invited to the Building Team meeting within the next month to hear a very early/preliminary presentation of the plans.
 - Either February 8th or 15th
- Community Care Team is focused on scope
 - We have a handful of medical professionals on the team that are researching that aspect

2017 Surplus Allocation (Pat Donofrio)

- Wings of the Spirit
- Pat Donofrio recommended two options to allocate our surplus:
 - \$10,000 go to the tech fund and \$44,000 going to the capital campaign
 - \$10,000 to tech fund, \$10,000 to emergency building and grounds fund, \$34,000 to capital campaign

Bill Steinmetz moved to allocate the 2017 surplus as follows:

- *\$1,083 misc. missions fund 150*
- *\$1,083 wings of the spirit fund 156*
- *\$10,000 to fund 176 Tech Arts Repair Fund*
- *\$44,532.21 to the Hope 2020 Vision fund 850*

Matt Mix seconded the motion. Voice Vote. All in favor. None opposed. Motion passed.

Finalize 2018 Calendar (Bill Steinmetz)

The calendar was reviewed and notable changes were as follows:

- Employee Handbook changes will be brought forward in April (vs. February)
- Employee benefits will take into effect May 1, so the BOD approval needs to be moved up to the March meeting (Rather than April)
- Preliminary budget will be presented in October, and final budget approval will be moved out to November.
- December meeting to be moved to December 13th

2018 Goals Voting Results (Brent Pavicic)

A handful of votes are missing from board members.

Action item (All): Any member who has not yet voted, please do so as soon as possible.

Action item (Brent Pavicic and Bill Steinmetz): Discuss results off line and identify owners of goals.

Contract Approval Limits (Bev Janosky)

- The current wording in our constitution does not allow for the the signature process in this document. This will be removed from the document at this time until the constitution is re-evaluated.

Bill Steinmetz moved to approval the Contract / Purchase Approval Guidelines with the elimination of the signature process. Brent Pavicic seconded the motion. Four in favor. One abstained. Motion passed.

Action Item (Bev Janosky): Revise document and communicate to BOD.

Staff Reports - December

Reports were reviewed. Items to note were as follows:

- Stephanie Banach has been hired as the Community Care Center Coordinator. She will be working 8 hours per week to prepare for the fall 2019 opening. (1 year contract)
- Bill Marsaw increased four hours in order to assist in pastoral care / visitation for those in the hospital, shut ins, as well as pre-marital counseling.
- Performance appraisals are in process.

Action Item (Bev Janosky): to distribute an updated org chart to the BOD.

Finance

- Dec Treasurer's Report:
 - Total Revenue through December was at 100.57% against our projected revenue for the year
 - Through December 30, Cash balance from Walk by Faith Campaign is \$1,081,307.75. We spent \$ 230,965.17 to pay off our Mortgage on January 25th, \$223,000 to build our B&G Fund and \$102,950.92 towards Upper Room. Through October we have collected a total of \$1,638,223.84 or 50.1% of pledged money of \$3,273,970 for the Walk by Faith Campaign.
- Preschool Financial Report
- 2017 EYE Report & Observations

Action Item (Pat Donofrio and Nate Jones): Evaluate investments and present notable updates to the board at the next meeting.

Bill Steinmetz moved to accept the financial reports as presented. Mike Yeager seconded the motion. Voice Vote. All in favor. None opposed. Motion passed.

Meeting Closure (Bill Steinmetz)

Bill Steinmetz asked for a motion to close the meeting. Matt Mix so moved. Mike Yeager seconded the motion. Voice Vote. All in favor. None opposed. Motion passed. Meeting was adjourned. The meeting was closed in prayer by Pastor Kirk.

The next meeting is scheduled for February 15th, 2018.

The meeting minutes of the Board of Directors of Hope Lutheran Church are attested to and submitted by Jane Kunkel on this date, January 18th, 2018.

Jane Kunkel
Secretary, Hope Lutheran Church, Board of Directors