

**Hope Lutheran Church**  
**The Board of Directors Meeting Minutes**  
**Held on: September 17, 2020**

**Attendance:**

Chairperson	Phil O'Brien	Remote	Senior Pastor	Kirk Deuker	Remote
Vice-Chairperson	Dave Dennison	Remote	Head Elder	Dave Smith	Remote
Secretary	Dave D'Aurelio	Remote	Admin & SP	Beverly Janosky	Absent
Treasurer	Paul Kandt	Remote	Director of Finance	Pat Donofrio	Remote
Members at Large	Leah Illingworth	Absent	Dave Day	Building Team	Remote
	Marcia Roesser	Remote	Bruce Wallman	Building Team	Remote
	Carrie Sigler	Remote			Choose an item.

Meeting called to order at 07:17 PM

Opening Devotion (Dave D'Aurelio)

Dealing With Uncertainty

Review of December Meeting Minutes (Phil O'Brien)

*Phil O'Brien asked for a motion to approve the meeting minutes from August 20, 2020. Dave Dennison seconded the motion. Voice vote. 6 in favor. 0 opposed. Motion Passed.*

Building Team Update (Dave Day) - Introduced at 07:18 PM

In February, the building team estimated \$250K would be remaining at close of project. At this point in time, only \$124K surplus left. Additional costs due to delays from COVID19 and additional costs for outfitting clinic space to conform to Department of Health requirements resulted in less of a surplus. A number of items that could have been done by volunteers had to be jobbed out instead due to unavailability of volunteers.

The town was in to visit the facility last week and prepared a small punch list to be completed, but plans to issue a Certificate of Occupancy as soon as we complete the list. All items on the list are minor.

Proposal for future work – Gathering Place Café – Feb 2020, Building team added new members to plan for Café addition. Design was completed for new lobby area + café. Design was submitted to town on May 11 so that we would be permitted under 2015 code rather than new code which is more stringent. Have now received quotes and cost is significantly more than the original \$270K estimate.

Building team would like to begin work under the permit now so that we don't have to reapply for a permit and be subject to the new code. Cost estimate to do lobby area only plus prep work for future Gathering Place café space is \$269K. After the 1<sup>st</sup> phase is complete, we can extend the building permit for an additional year and then finish the final space.

Building team is requesting funding of approximately \$145 K (to be used in addition to the surplus) to begin construction of phase 1.

### Action Item Review (Phil O'Brien)

No action items were dispositioned at this meeting.

### 2020 Vision Update (Pastor Kirk)

LeAnn Woods has already brought in approximately \$50K in grants for Center for Hope, with another \$80K in the works

Building a stronger relationship with FoodLink

### Finance (Pat Donofrio) 08:10 PM

- Sept. running about 12 to 15% behind.
- Will have to repay approximately 12 to 15K of PPP loan
- Expecting to end 2020 approximately \$10K below goal, but with a surplus of ~70K due to reduced expenses
- Spending more on COVID-related supplies
- Paying more in credit card processing fees due to more online donations

Phil O'Brien moved to approve the financial report

Marcia Roesser seconded the motion.

Voice vote taken.

6 votes in favor, 0 votes opposed, 0 abstentions.

Motion passed at 08:22 PM.

### Voters' Assembly / Concordia (Phil O) - Introduced at 08:23 PM

Hope Congregation approved the Concordia donation.

Awaiting approval from Concordia congregation (expected 9/27)

Continuing pulpit supply

Putting together transition / multisite timeline

Will need to do some tech upgrades in Brockport site. Approximately \$100K set aside (separate from Walk by Faith campaign \$\$) for multisite expenses

### Reopening Status (PK) - Introduced at 08:30 PM

Approximately 4 weeks have passed since reopening for worship. Highest number last Saturday. Sunday morning running around ~140 to 150 people. Will start using Family Life Center if we need overflow room.

Elders have been asked to reach out to people

Online attendance has been ~500 to 600 per week.

### HR/Staff Report (Bev)

- No report

Meeting Closure (Phil O'Brien)

*Phil O'Brien moved to close the meeting. Marcia Roesser seconded the motion. Voice vote. 6 in favor. 0 opposed. Motion Passed*

*Meeting was adjourned at 08:55 PM. The meeting was closed in prayer by Pastor Kirk.*

The next Board meeting is scheduled for October 15, 2020.

The meeting minutes of the Board of Directors of Hope Lutheran Church are attested to and submitted by Dave D'Aurelio on this date, October 13, 2020.

Dave D'Aurelio  
Secretary of the Board of Directors, Hope Lutheran Church