

Hope Lutheran Church
The Board of Directors Meeting Minutes
Held on: September 16, 2021

Attendance:

Chairperson	Phil O'Brien	Absent	Senior Pastor	Kirk Dueker	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	MaryAnn LaRuez	Remote
Members at Large	Ashlan Hudson	Absent			Choose an item.
	Marcia Roesser	Remote			Choose an item.
	Carrie Sigler	Absent			Choose an item.

Meeting called to order at 7:06 PM

Opening Devotion (Pastor Kirk)

Matt 28 – Our God is Sovereign. “All authority has been given to Me in heaven and on earth”. Go therefore, and make disciples of all the nations...”

Review of August Meeting Minutes (Dave Dennison)

During the review, Marcia Roesser indicated that Carrie Sigler was listed as “late” in the meeting attendance, but she was not actually in attendance at all. She requested that we amend the minutes accordingly.

Dave Dennison asked for a motion to approve the amended meeting minutes from August 19, 2021.

Marcia seconded the motion. Voice vote. 4 in favor. 0 opposed. Motion Passed.

Action Item Review (Dave Dennison)

No action items were dispositioned during this meeting

Center for Hope Update – Chris Folwell 07:17 PM

- Several grants are pending
- Total YTD grants ~\$21K
- Donations have been steady, \$185K YTD (includes \$100K from Walk by Faith Campaign)
- YTD expenses are tracking below plan as of April
- Guests are starting to take advantage of the financial counseling opportunities
- Number of guests has trended slightly downward since the beginning of the year
- Anticipate trend to reverse due to government COVID \$ assistance ending
- Cultivating a partnership with Long Ridge elementary
- Average monthly expenses ~\$10K

- Volunteer orientation videos have been created and will be rolled out to volunteer staff
- Myron Glick - Founder of Jericho Rd. met recently with Center for Hope staff and some medical team members. He plans a return visit to meet with other medical team members he missed on his first visit.
- Kim Hoffman has joined Center for Hope as a volunteer to help direct business development
- Sonme Lambrecht has left the bookkeeping position and will be replaced by Ashley Backhaus.

Question from Dave Smith: 2021 expenses look to be tracking towards a small surplus or flat for YE21, but there was also \$100K donated from the Walk by Faith Campaign to Center for Hope in 2021. What steps will be taken to close a projected shortfall for 2022 since no donation will be forthcoming from the Walk by Faith campaign?

Answered by Chris Folwell and Bill Reddy:

Efforts have been ongoing and are being ramped up to secure more grant money and external donations. If there is a projected need for a cash infusion from Hope church in 2022, we will have a preliminary indication of that prior to the end of 2021.

Discussion Items Pertaining to the Sale of the Parsonage - 07:48 PM

- A. A documentation package has to be submitted to the state AG office and a preliminary review of the required documents has identified some errors that need to be corrected before we submit the package.
1. The minutes of the April 11th 2021 Voters' Assembly had an incorrect count of members in attendance. The online attendance was shown as 16, but the correct number was 65.
 2. The vote totals for Motion #3 were incorrect. The votes "For" the motion were shown as 38 but did not include the online count. The correct number of "For" votes was 67. The votes against Motion #3 were listed as 0, but the correct number is 2.

Dave Dennison moved to amend the April 11th voters assembly minutes to correctly show the number of online attendees plus corrections to the vote totals on Motion #3 as indicated in items 1 and 2 above.

Marcia Roesser seconded the motion.

Voice vote taken.

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

Motion passed at 07:59 PM.

- B. The board reviewed the Consent Resolutions provided by our attorney that must be signed by all board members and submitted as part of the documentation package. In so doing, we identified three items that must be amended before we can sign it. The items are enumerated below, and the amended text of the resolutions is incorporated within these minutes as Appendix A.

Consent resolution provided by the attorney had the following errors that need to be corrected:

1. Wording of resolution #2 was incorrect – not majority of congregation, majority of voting members present
2. Name Ashlan Hudson spelled incorrectly

Dave D'Aurelio moved to accept the consent resolution provided by the attorney, with amendments made by the Hope Board of directors, and listed in the September 16th meeting minutes

Dave Dennison seconded the motion.

Voice vote taken.

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

Motion passed at 08:14 PM.

Finance (MaryAnn LaRuez) 08:18 PM

- At end of August, revenue at 102.7% of goal
- 1st week of September was below goal, but 2nd week was above
- Rob Pearson working to complete the 2022 Buildings and Grounds budget
- Short-staffed on preschool side. New additions to staff would impact costs moving forward.
- PS enrollment is close to what it was pre-COVID.
- Anticipating a YE surplus of ~\$149K

Dave Dennison moved to accept the finance report as presented

Dave D'Aurelio seconded the motion.

Voice vote taken.

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

Motion passed at 08:31 PM.

Employee handbook Updates - 08:33 PM

At our August meeting, Bev Janosky asked the board to review proposed changes to the Employee handbook and to provide comments back to her. She followed up with an email on August 24th that documented the proposed changes. The board members reviewed the proposed changes prior to the September meeting and there was no further discussion.

Dave Dennison moved to approve the proposed changes to the employee handbook outlined in the August 24th, 2021 email with attached document "Employee Handbook Changes 8-21 BJanosky.docx" from Bev Janosky

Dave D'Aurelio seconded the motion.

Voice vote taken.

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

Motion passed at 08:38 PM.

Amendment to December 17, 2020 Meeting minutes - 08:40 PM

An error was discovered in the financial report portion of the minutes where an incorrect value of \$900K was shown as being attributed to income from a PPP loan under the CARES act.

Dave Dennison moved to amend the December 17, 2020 BoD minutes to show the correct figure of \$242K in the financial report relating to the PPP grant.

Dave D'Aurelio seconded the motion.

Voice vote taken.

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

Motion passed at 08:48 PM.

2020 Vision Update (Pastor Kirk) 08:50 PM

- Café renovation nearing completion – target Oct 9 for Grand Opening
- Grand Opening for Brockport Campus – new target date Easter 2022
- New 8-week sermon series on Ephesians beginning
- Holiday season planning underway
- A prayer night was held for parents, youth and adult leaders – Great turnout!
- Improvements to parking lot at south end for drainage

Nominating Committee (Dave Dennison) - Introduced at 08:56 PM

The procedure for nomination of board members is found within Article V of the bylaws, and committee composition is described in Article VII of the bylaws.

- Dave Dennison will chair the nominating committee
- Dave D'Aurelio provided a copy of the bylaws to Dave Dennison for reference.

Meeting Closure (Dave Dennison)

Dave Dennison moved to close the meeting. Dave D'Aurelio seconded the motion. Voice vote. 4 in favor. 0 opposed. Motion Passed

Meeting was adjourned at 09:02 PM. The meeting was closed in prayer by Dave Dennison.

The next Board meeting is scheduled for October 21, 2021.

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 18, 2021.

Dave D'Aurelio

Secretary of the Board of Directors, Hope Lutheran Church

Appendix A

WRITTEN CONSENT OF THE DIRECTORS OF HOPE LUTHERAN CHURCH

The undersigned, constituting the entire Board of Directors of Hope Lutheran Church, incorporated under the provisions of the New York Religious Corporation Law (“Church”), hereby approve and adopt the following resolutions by written consent in lieu of a meeting:

WHEREAS: that the Church desires to sell and transfer the real property and improvements situated in the Town of Sweden, County of Monroe, State of New York, commonly known as 6605 4th Section Road, Sweden, New York (“Property”), which was previously utilized by the Church for its parsonage housing for residential use; and further

WHEREAS, at a duly called meeting of the membership of the Church previously held on April 11, 2021, in which a quorum was present, a majority of the voting members present approved the sale and transfer of the Property pursuant to the terms of the New York Religious Corporation Law.

NOW THEREFORE, BE IT RESOLVED: That subject to approval by the New York State Attorneys General’s Office and the New York Supreme Court, the Board of Directors of the Church believes it to be in the best interests of the Church to sell the Property for its fair market value and use the proceeds of the sale to further the Church’s mission and vision of ministry; and further

RESOLVED: That the proposed sale and transfer of the Property by the Church as previously approved by the Church’s membership at a duly called meeting held on April 11, 2021 is hereby ratified and approved by the Board in all respects; and further

RESOLVED: That the Church has received an acceptable purchase offer for the Property from John Hylton III and Lydia E. Hylton pursuant to the terms of a certain Purchase and Sale Contract for Residential Property on July 28, 2021 (“Purchase and Sale Contract”); and further

RESOLVED: That the execution of the Purchase and Sale Contract by the Church is hereby ratified and approved in all respects; and further

RESOLVED: That a petition be prepared and filed for review and approval by the New York State Attorney General’s Office and the Supreme Court in Monroe County, New York in accordance with the requirements of the New York Religious Corporation Law, including, but not limited to, the receipt of an independent appraisal for the Property; and further

RESOLVED: Philip O'Brien, as Chairman of the Board of Directors or other authorized officer of the Church be authorized to execute all necessary agreements, petitions, warranty deeds, bills of sale, consents, certificates, and other documents and take all such other actions as he deems necessary or appropriate to effectuate the intend and purposes of the foregoing resolutions on behalf of the Church.

IN WITNESS WHEREOF, we have signed this Written Consent and direct that it be filed with the minutes of the proceedings of the Board of Directors.

Dated: September 16, 2021

Philip O'Brien, Chairman of the
Board of Directors

David Dennison, Vice Chairman of the
Board of Directors

Paul Kandt, Treasurer and Director

David D'Aurelio, Secretary and Director

Marcia Roesser, Member at Large/Director

Ashlan Hudson, Member at Large/Director

Carrie Sigler, Member at Large/Director