

**Hope Lutheran Church  
The Board of Directors Meeting Minutes  
Held on: March 16, 2023**

**Attendance:**

Chairperson	Tim Kneeland	Present	Senior Pastor	Kirk Dueker	Present
Vice-Chairperson	Dave Dennison	Present	Head Elder	Dave Smith	Present
Secretary	Dave D'Aurelio	Present	Admin & SP	Beverly Janosky	Present
Treasurer	Ross Koenig	Present	Director of Finance	MaryAnn LaRuez	Present
	TJ Cappiello	Present			Choose an item.
Members at Large	Pat Monaco	Present			Choose an item.
	Morgan Stoessel	Absent			Choose an item.

Meeting called to order at 07:01 PM

**Opening Devotion (Ross Koenig)**

“The good life vs the good person”

**Review of February Meeting Minutes (Tim Kneeland)**

*Pat Monaco made a motion to approve the meeting minutes from February 16, 2023. Dave Dennison seconded the motion. Voice vote. 6 in favor. 0 opposed. Motion Passed.*

**Lay Delegates for Triennial Synodical Convention (PK) 07:12 PM**

We need to appoint a lay delegate to the convention to be held on June 17<sup>th</sup>. The delegate will be voting on behalf of our congregation in an online secure election.

Dave Dennison moved to appoint Tim Kneeland as the delegate to the convention.

TJ Cappiello seconded the motion.

Voice vote taken.

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

Motion passed at 07:18 PM.

**Jericho Rd Updates (Tim Kneeland) – Introduced at 07:26 PM**

- The first draft of the lease agreement has been reviewed by the Center 4 Hope board. Revisions have been made and sent back to Jericho Rd.
- The Hope church Board of Directors recommends that we have an attorney review the revised lease agreement when we get it back from Jericho Rd.
- Our board will review it first and then send it to our attorney with questions
- We expect to have architect’s renderings available, along with a preliminary cost estimate at the beginning of April.

Jericho Rd Buffalo Site Visit (Tim Kneeland) - Introduced at 07:48 PM

- 7 people will be attending on March 31<sup>st</sup>. We will be sending a maximum of 9 people to the meeting.

Compensation of staff (Tim Kneeland) - Introduced at 07:49 PM

- Salary benchmarking and Performance Appraisal process is complete
- Leadership team met to discuss Performance Appraisal results
- Planning on an average 5% rate increase. 4% of 2022 salary budget was budgeted for 2023, however due to staff attrition and other reassignments, the 5% average rate increase still results in less total dollars being spent
- The 2023 budget does include the currently vacant Communications director and associate pastor positions.

Pat Monaco moved to approve the 2023 salary / compensation plan

Ross Koenig seconded the motion.

Voice vote taken.

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

Motion passed at 07:57 PM.

HR/Staff Report (Bev Janosky) 08:00 PM

- Call paperwork was submitted to the seminary
- Looking for preschool teachers
- Also looking for a custodian.
- Asking current custodial staff to help with picking up extra work until we can get a new custodian.
- Pastor Larry is on part time now and will be in the office on Tuesdays, Wednesdays, and Thursdays.
- Leann Bohn has moved into the café director slot

Finance (MaryAnne) - Introduced at 08:02 PM

- Expenses remain under budget so far in FY23
- IT budget will have to address some aging computers
- Repair / replace strategy and funding to be discussed at the April meeting
- Net Cash Available is increasing due to lower expenditures. This will be discussed at the April board meeting.

TJ Cappiello moved to approve the finance report

Tim Kneeland seconded the motion.

Voice vote taken.

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

Motion passed at 08:11 PM.

Strategy Update (Pastor Kirk) 08:13 PM

- Hope light boards are full! Lots of people are being prayed for.
- Board of Elders is developing some new role descriptions for elders
- Leadership team is prioritizing the strategic planning process.
- PL is no longer on the leadership team since he's now semi-retired as of end of February
- Chris Stephens has been added to the leadership team
- 2% decrease in attendance from Jan 2023 / Feb 2023 (could be seasonal)
- 38% Year-over-Year in-person attendance increase so far. Praise God!
- 16% overall Year-over-Year attendance increase

Meeting Closure (Tim Kneeland)

*Ross Koenig moved to close the meeting. Tim Kneeland seconded the motion. Voice vote. 6 in favor. 0 opposed. Motion Passed*

*Meeting was adjourned at 08:30 PM. The meeting was closed in prayer by Pastor Kirk.*

The next Board meeting is scheduled for April 20, 2023.

The meeting minutes of the Board of Directors of Hope Lutheran Church are attested to and submitted by Dave D'Aurelio on this date, April 18, 2023.

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