

**Hope Lutheran Church**  
**The Board of Directors Meeting Minutes**  
**Held on: May 18, 2023**

**Attendance:**

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

Meeting called to order at 07:01 PM

Opening Devotion (Bev Janosky)

“Jesus was not to be rushed”, inspired by “Being” from Red Letter Challenge

Review of April Meeting Minutes (Tim Kneeland) 7:10 PM

*Dave Dennison made a motion to approve the meeting minutes from April 20, 2023. Ross Koenig seconded the motion. Voice vote. 4 in favor. 0 opposed. Motion Passed.*

Jericho Road Lease Discussion (Tim Kneeland) - Introduced at 07:12 PM

- Tim presented a revised proposed lease document which has been stripped of the construction terms that were in the original draft from JR.
- A separate agreement will be written for the construction of the medical facility when the cost estimates have been sufficiently firmed up.
- Some changes were made to the draft regarding the lease term, the requirement for HVAC equipment inspections, and others.
- Further discussion ensued regarding the responsibilities of Center 4 Hope in the negotiation of the lease and construction agreements.
- Tim made a motion to send the lease agreement as amended to C4H for review and Morgan Stoessel seconded the motion. Voice vote. 4 in favor. 0 opposed. Motion passed.
- Dave Smith agreed to draft a “Roles/Responsibilities” planning document for the medical facility project. Bev Janosky suggested the need for someone/some team who could assume the project management role for the project.

HR Update – Bev Janosky 07:53 PM

- Succession plans were updated and have improved in thoroughness.
- Still working on job openings. Some leads on a custodian.

- Pastor Jeffrey will be visiting Memorial Day weekend through Tuesday. Anticipating a start date on or before July 1, 2023.
- Bev proposed for Board consideration a loan arrangement for PJ that would allow them to avoid Private Mortgage Insurance should they decide to purchase a house. The terms would be a maximum of \$50,000 at a zero percent interest rate for a five-year term with monthly repayments, to include a clause that would require repayment if the house purchased with the funds was subsequently sold. Tim made the motion to accept this proposal. Dave Dennison seconded the motion. Voice vote: 4 in favor 0 opposed. Motion passed.

#### Recognition Reports (All)

- Pastoral Search Committee
- Rob Pearson & team (Water line break)
- Greece School Student Helpers for the AY2022-23

#### Finance (Bev Janosky, subbing for MaryAnn LaRuez) 08:12 PM

- April revenue was down from budget by \$26K and the monthly bottom line was \$8K below plan. YTD revenue is off \$43K from budget and the bottom line is \$27K favorable (expenses were \$70K favorable vs. budget). It is suspected the revenue shortfall was largely a result of the water line break that canceled in-person worship on that weekend.
- Expenses were under budget pretty much across the board. The favorability will be reduced in coming months as Pastor Jeffrey comes on board and expenses ramp up in communications with a part-time staffer coming on board.
- \$16K was used from the contingency in April to repair the water main break.
- Tim raised the concern that the Board needs to remain alert that as expenses actual run rates become closer to the monthly budget levels (e.g., hiring budgeted but open staff positions) we need to begin to think of opportunities to manage expenses to keep them in line with revenues.
- Tim Kneeland moved to accept the financial report. Ross Koenig seconded the motion. Voice vote: 4 in favor, 0 opposed. Motion passed.

#### Strategy Update (Bev Janosky for Pastor Kirk) 08:27 PM

- April worship attendance was up vs. last year, even though Easter was flat vs. last year.
- 2023 has been consistently up vs. 2022 (YTD). In person worship attendance continues to grow which has been posited to be the final wave of attenders coming back post-COVID. Another factor may be the types of message topics and the church-wide studies.
- Youth attendance (Grades 6-12) was up in March, but reverted back to static levels in April.
- Hope group attendance: 375 in Fall 2022 church-wide study, 160 in January, 60-70 in Uptime, 165+ in Spring Semester Red Letter Challenge
- Brockport: 54 volunteers serving.
- Kids Camp: 300 kids registered so far. 10% unchurched, 10% from preschool, 37% from Hope attenders/members, 45% from other churches.
- Preschool: 188 registered for Fall 2023 currently as of today. Still having trouble hiring/retaining enough teachers and assistants.

Meeting Closure (Tim Kneeland)

Tim Kneeland moved to close the meeting. Morgan Stoessel seconded the motion. Voice vote. 4 in favor. 0 opposed. Motion Passed

*The meeting was adjourned at 8:45 PM. The meeting was closed in prayer by Tim Kneeland.*

The next Board meeting is scheduled for June 15, 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, June 15, 2023.

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