

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

**Attendance:**

Chairperson	Tim Kneeland	Present	Senior Pastor	Kirk Dueker	Late
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
Members at Large	Aaron Bundschu	Present			Choose an item.
	Pat Monaco	Absent			Choose an item.
	Morgan Stoessel	Present			Choose an item.

Meeting called to order at 7:00 PM

Opening Devotion (Tim Kneeland)

Psalm 100 – “God’s promises continue through the generations.”

Review of October Meeting Minutes (Tim Kneeland)

*Tim Kneeland made a motion to approve the meeting minutes from October 19, 2023. Ross Koenig seconded the motion. Voice vote. 6 in favor. 0 opposed. Motion Passed.*

Nominating Committee (Tim Kneeland) - Introduced at 7:07 PM

- Tammy Davidson has accepted the nomination for Secretary.
- Dave Day has accepted the nomination for Vice Chair

LCMS Funding Request (Tim Kneeland) - Introduced at 7:09 PM

The LCMS Eastern District has requested funding from our member congregation for the 2024 calendar year. Pastor Kirk has usually proposed the amount of funding we should provide but was not yet present at the meeting when this agenda item was discussed. The board agreed to table this discussion until we can speak with Pastor Kirk.

Jericho Road Update (Tim Kneeland) - Introduced at 7:10 PM

No new progress to report. We are waiting to get updated engineering drawings and cost estimates, which will be required before we can make a formal presentation to the congregation.

Preschool Report (Kellie Hudson) - Introduced at 7:23 PM

- Two-year-old class will restart in January 2024. One class will be open for registration for up to 12 children with a minimum class size of 8.
- A new teacher has been hired.
- Active engagement with parents of preschool children is ongoing.

- Kellie reviewed the proposed 2024/25 tuition rates with the board. The proposed rates represent a 5% increase from the 2023/24 rates but are competitive with other local preschools.
- Current enrollment is 173 students.
- The maximum capacity is 238 students.

Tim Kneeland moved to approve the proposed 2024/2025 preschool tuition rates.

Dave D'Aurelio seconded the motion.

Voice vote taken.

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

Motion passed at 7:53 PM.

2024 Proposed Budget (MaryAnn LaRuez) - Introduced at 7:54 PM

- Budget is flat Year-over-Year. (Projected revenue and expenses are both up from 2023, but offset one another)
- The budget includes cost increases of 14-15% for benefits.

Dave D'Aurelio moved to approve the 2024 proposed budget.

Ross Koenig seconded the motion.

Voice vote taken.

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

Motion passed at 8:08 PM.

December 10th Voters' Assembly (Tim Kneeland) - Introduced at 7:55 PM

Preparations for the meeting are underway. Topics to be covered are:

- Slate of Candidates for the 2024 term
  - Ross Koenig – Treasurer
  - Morgan Stoessel – Member at Large
  - Dave Day – Vice Chair
  - Tammy Davidson – Secretary
- 2023 Finance Report
- Proposed 2024 Budget
- 2023 Year in Review and 2024 Goals

HR Update (Bev Janosky) - Introduced at 8:13 PM

- Jill Kabes has been hired as the new Preschool administrative assistant to replace Kelly Brand
- A job posting has been placed for a custodian.

Recognition Reports (Bev Janosky)

Organists at the 8AM Sunday service

- Holly Barry
- Karen Buck
- Cindy Bryant

Proposal for Staff Bonuses (Bev Janosky)

- A proposal is being put forth to award bonuses for the HLC staff at a rate of approximately 1% of salary during the Thanksgiving / Christmas holiday.
- The total dollar amount required to do this is around \$15,000.
- The general sense of the board is that this is a worthy measure of goodwill in recognition of the excellent work being performed by our staff towards the furtherance of God's Kingdom.

Tim Kneeland moved to approve the amount of \$15,000 to be set aside for staff bonuses to be paid out as a one-time payment to each eligible staff person, prior to the end of 2023.

Dave D'Aurelio seconded the motion.

Voice vote taken.

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

Motion passed at 8:24 PM.

#### Finance Report (MaryAnn LaRuez) – 8:25 PM

- We received two significant legacy gifts: \$46K in September, and \$129K in October. Praise God!
- Revenue through October is running at 94% of goal.
- YTD expenses remain below plan.

Tim Kneeland moved to approve the finance report.

Aaron Bundschu seconded the motion.

Voice vote taken.

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

Motion passed at 8:38 PM.

#### LCMS Funding Request (Tim Kneeland) – Re-introduced at 8:39 PM

This agenda item was brought back to the floor for discussion after Pastor Kirk joined the meeting.

PK indicated that the amount we have typically provided in the past was \$30,000. He was comfortable with continuing the same level of funding in 2024 and the sense of the board was that this would be an appropriate funding level. No formal vote is required for this as it will be part of our annual budget which will be voted on by the congregation at the December 10<sup>th</sup> Voters' assembly.

#### Wildly Important Goals (WIGS) Update (Pastor Kirk)

- We will be undertaking a Congregation-Wide challenge in 2024 to read through the New Testament and Live it!
- Sermon series throughout the year will focus on the NT.
- Classes to be offered throughout the year will also focus on the NT

#### Housing Allowances (Maryanne LaRuez) - Introduced at 9:05 PM

- Chris Stephens has requested an additional \$6K in his 2023 housing allowance.
- Housing allowances for 2024 are currently planned as follows:
  - Pastor Kirk: \$38,000
  - Pastor Larry: \$9,000
  - Pastor Jeffrey: \$38,000

- o Chris Stephens: \$31,000

Tim Kneeland moved to approve the revision of Chris Stephens's 2023 housing allowance by an additional \$6,000.

Ross Koenig seconded the motion.

Voice vote taken.

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

Motion passed at 9:12 PM.

Tim Kneeland moved to approve the 2024 housing allowances for Pastor Kirk, Pastor Larry, Pastor Jeffrey, and Chris Stephens

Morgan Stoessel seconded the motion.

Voice vote taken.

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

Motion passed at 9:14 PM.

Meeting Closure (Tim Kneeland)

*Dave Dennison moved to close the meeting. Dave D'Aurelio seconded the motion. Voice vote. 6 in favor. 0 opposed. Motion Passed*

*The meeting was adjourned at 9:15 PM. The meeting was closed in prayer by Pastor Kirk.*

The next Board meeting is scheduled for January 18, 2024.

The meeting minutes of the Board of Directors of Hope Lutheran Church are attested to and submitted by Dave D'Aurelio on this date, December 19, 2023.

Dave D'Aurelio

Secretary of the Board of Directors, Hope Lutheran Church