

Hope Lutheran Church
The Board of Directors Meeting Minutes
Held on: March 21, 2024

Attendance:

Chairperson	Tim Kneeland	Present	Senior Pastor	Kirk Dueker	Present
Vice-Chairperson	Dave Day	Present	Head Elder	Dave Smith	Present
Secretary	Tammy Davidson	Present	Admin & SP	Beverly Janosky	Present
Treasurer	Ross Koenig	Present	Director of Finance	Maryanne LaRuez	Present
Members at Large	Aaron Bundschuh	Present	Guest	Rob Pearson	Present
	Pat Monaco	Present			Choose an item.
	Morgan Stoessel	Absent			Choose an item.

Meeting called to order at 7:00 pm

Opening Devotion (Tim Kneeland)

Luke 5:33-39 Doing things a certain way just “because that is how we always have done it” might not be the way to reach the next generation. These verses could be viewed as a challenge for Hope to look at ways to attract new people.

Review of January Meeting Minutes (Tim Kneeland)

Dave Day made a motion to approve the meeting minutes from January 18, 2024. Pat Monaco seconded the motion. Voice vote. 6 in favor. 0 opposed. Motion Passed. We did not meet in February.

Special Guest (Rob Pearson)

- Overview of expenses for recent Buildings and Grounds repairs, maintenance, and replacements as well as anticipated projects. *See attachment 1 Buildings and Grounds Update with photos and parking lot quote.*
- There was discussion about the anticipated need for large repairs or replacement for the rest of the year. Rob feels that based on the recent years’ equipment replacement and current projects, there should not be any over budget expenses.
- There was discussion about the line item for the future project of a ramp to the pavilion at the Brockport campus. It was asked if it this was something we were required to do by law or if this was something we wanted to do. It is not required, but will allow for more use of the pavilion and possibly even the playground that butts up to the pavilion.
- Rob, Bruce Wallman, Chris Folwell, and Pastor Kirk recently met with Jericho Road. See JR updates.

Updates on Jericho Road (Tim Kneeland)

- It seems that even though the meeting with Jericho Road was positive, it seems further discussion needs to take place about next steps.
- The BOD feels that there needs to be a project plan and a program manager realized. It needs to be figured out who is doing what between Center 4 Hope and Jericho Road regarding managing the project before moving forward with bids. The scope of work will vary depending on who will be acting as General Contractor or Construction Manager.
- Jason from Jericho Road is out of the country until May, so things will be tabled until then.
- Our subcommittee will work out all the details with Jericho Road and bring the information to the board.

NOTE: Pat Monaco left the meeting early and was not a participant in further voting.

HR/Staff Report (Bev Janosky)

- The position of custodian has been filled by Dan Coons.
- Becky Kilbride will add the preschool administration and scheduling to her current responsibilities. She was looking to increase her hours and was willing to take on these part time positions.
- The position of worship admin is still open.
- Regarding the hiring of an Executive Administrator: 3, likely 4, candidates have been selected. The hiring committee will interview the candidates. If a pastor is a candidate, the same committee may be used, ~~but a previous Chairperson of the congregation will need to be added to the committee~~ per the By-Laws. We have advertised on a site, xpastor.org, that could bring such a candidate.

Recognition Reports (All)

- Brett Kindel – Brockport Lenten Dinners
- Lisa Wiest – Brockport Lenten Dinners
- Leanne Bohn – Greece Lenten Dinners
- Travis Patrick – Greece Lenten Dinners
- Steve Ford – Greece Lenten Dinners

Finance (Maryanne LaRuez)

- *See attachment 2 Financial Insights Report.*
- Since revenue was up so much and March is looking strong too, some analysis will be done. It is possible that some regular monthly givers gave a yearly gift instead, etc.

Ross Koenig moved to approve the financial report. Aaron seconded the motion. Voice vote taken. 5 in favor. 0 opposed. Motion Passed.

Strategy Update (Pastor Kirk)

- *See attachment 3 New Testament Challenge Survey.*
- The Merge premarital class is going very well.
- The Lenten dinners and worship attendance has stayed consistent. Typically, they start strong but start to drop over time.
- Center 4 Hope
 - Food pantry guest numbers are consistent month to month.
 - There have not been any new guest signups for the Financial and Employment pillars in February.
 - Financial donations have been strong and expenses are well controlled.
 - Live to Give fundraising event will be April 21. The focus will be to remind people to remember the poor and challenge the congregation to give to Center 4 Hope. An “Impact Report” pamphlet is being generated for the event that will highlight the mission and programs of C4H, including data on the number of people served and how their lives have been impacted.

Meeting Closure (Tim Kneeland)

Tim Kneeland moved to close the meeting. Ross Koenig seconded the motion. Voice vote. 5 in favor. 0 opposed. Motion Passed

Meeting was adjourned at 9:12pm. The meeting was closed in prayer by Pastor Kirk.

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

The meeting minutes of the Board of Directors of Hope Lutheran Church are attested to and submitted by Tammy Davidson on this date, April 11, 2024. **Amended 4/18/24**

Tammy Davidson,
Secretary of the Board of Directors, Hope Lutheran Church

1. Ongoing Significant Maintenance costs

a) HVAC:

- Preventative Maintenance completed last week. (PM done by contract w/ Landry twice/year.)
 - \$4800 in repairs needed, all on “new” RTU’s over C4H, Kids areas
 - Manufacturers contacted, no warranties are applicable
- Roof Top Unit (RTU) #3 replaced in February due to a cracked heat exchanger, \$24,000

b) Roof:

- Major leaks from last week’s rain. Room 22, Chris Stephen’s office, Medical room, red room and lobby near welcome desk.
- Repair Budget is \$8,000; spent \$3800 already this year
- “Foam” area above the office area / foyer has been extremely problematic.
 - Repeated calls for repairs although roof is only approximately 10 years old.
 - Estimate needed for solution to roof surface vulnerability (Silicone seal, etc.)
- Remaining portion of roof to be replaced is above Kitchen / Room 18 and four classrooms.
 - Need to evaluate and obtain estimates to strip and install new roof

c) Parking Lot:

- Three contractors contacted, two responded with quotes
 - Work to be done this spring will cost \$120,000
- Details on attached summary

d) Other:

- Gas area exterior door to be replaced (door has been ordered) Moran Glass, \$5500

2. Anticipated Projects

a) ADA access ramp to Brockport pavilion in planning and preliminary drawings are done. Est. \$13,500

b) Brockport playground estimates are being discussed with suppliers. \$30K allocated.

- Assumes volunteer involvement in site prep and construction

c) Jericho Road

- Key points from on-site meeting at JR on Saturday, March 9th:
 - Renderings needed when congregational reveal happens
 - Need to determine if CM (Construction Manager) or GC (General Contractor) is more appropriate
 - Target date for groundbreaking? (Spring '25 likely, but Fall '24 also discussed)
 - Program Manager position critical to moving project forward (Hope? JR?)
 - Engineering questions being researched (Window type, sprinkler system tie-in, right-size RTU, main water feed hook-up, etc.)

- Regular, scheduled meetings needed to surface issues and stay focused on communication

R. Pearson

Hope Greece Parking Lot Repair / Replace – 3/21/24

Based on **Baughman’s Magic Seal Quote** (2023 prices):

1. “New” areas adjacent to C4H, main loop near door #2, handicap spaces
 - **Seal and restripe** (must be done in Spring 2024) **\$4,425.00**
2. Exit lane including east-west area up to new C4H pavement
 - Worst shape of all areas on campus
 - **Also needs to be completed Spring 2024** to allow this area to be on the same maintenance schedule as #1 above
 - **Tear out and pave** with 3” Fine Dense asphalt binder **\$65,050.00**
 - **Optional top coat** **\$33,050.00**
3. Southeast area
 - Most used area of parking lot
 - Should **tear out and pave** within 2-3 years \$119,375.00
 - **Optional top coat** \$58,080.00
 - Priority repairs in this area (Spring – Summer 2024) **\$7680.00**
 - Includes mill and fill repairs, 2 catch basin repairs, restripe
4. Center area (opposite Kids Area)
 - Heavily cracked, starting to fail
 - **Tear out and pave** within 3-5 years \$134,630.00
 - **Optional top coat** \$65,500.00
 - Priority repairs in this area (Spring – Summer 2024) **\$6,080.00**
 - Includes 2 catch basin repairs, restripe
5. West area (near funeral home)
 - Heavily cracked, starting to fail
 - **Tear out and pave** within 5-8 years \$153,750.00
 - **Optional top coat** \$75,570.00
 - Optional restripe prior to tear out \$1,820.00

\$725,010.00

Spring 2024 immediate work needed: \$116,285

Note: **Ruston Paving Company similar work quote is \$825,069.00**
Shamrock Paving – No Quote



April 23, 2023

Attn: Rob Pearson
Hope Lutheran
1301 Vintage Ln
Rochester , NY 14626

Project Name

Hope Lutheran - Paving Plan by
Sections
1301 Vintage Lane
Rochester, NY 14626

PURPLE SECTIONS - SEALCOATING & RESTRIPE

1. 2 Sections approximately 27,980 Square Feet as seen marked on the diagram in Purple
2. **This section is newer asphalt and should be sealed and restriped this season as the new asphalt should be properly maintained to extend the life of the pavement**
3. Trimming of grass away from edges
4. High powered cleaning of surface
5. Treatment of gas and oil spots with a poly oil sealant
6. Application of 100% commercial grade sealer with 3% latex additive and 3-5lbs per gallon of sand
7. Restripe lot to existing layout
8. Blocking of all entrances per clients request

Total Price for this item: \$4,425.00

YELLOW SECTION - PARKING LOT TEAR OUT

1. Approximately 21,325 Square Feet as seen marked on the diagram in Yellow
2. **This section of asphalt appears to be in the worse shape - We suggest paving this section first as it is closest to the building and then the newly paved exit will then match the recently paved entry and they can be on a similar maintenance schedule for the future**
3. Mill existing asphalt to stone base with the 4' wide self loading Wirtgen 120Fi Mill Machine
4. Clean and haul away any debris from the jobsite
5. Add crusher run stone as needed - **Approximately 100 Tons**
6. Grade stone and roll for compaction
7. Paver apply 3" of **#1 Fine Dense** asphalt binder - **Approximately 380 Tons**
8. Grade asphalt and power roll for compaction
9. Tamp edges and barricade entrance
10. **NOTE: Optional 1.5" of #7F topcoat would be an additional \$33,050**

Total Price for this item: \$65,050.00

BLUE SECTION - PARKING LOT OPTIONS

1. Approximately 40,060 Square Feet as seen marked on the diagram in Blue
2. **Blue Section Review:**
This Blue section is heavily cracked, it should be removed and repaved within the next 2-3 years, in the meantime we would not suggest wasting any money on sealer, it could however use some mill and fill patching repairs, a restripe and 2 catch basin rebuilds - see pricing options below:
Mill & Fill repairs approx 480 SF = \$1,790
Restripe existing layout = \$1,390
2 Catch basin rebuilds at \$2,250 EA. = \$4,500
Remove and pave 3" Binder = \$119,375

Proposal: Hope Lutheran - Paving Plan by Sections



Optional 1.5" of 7F Topcoat = \$58,080

Total Price for this item: \$0.00

GREEN SECTION - PARKING LOT OPTIONS

1. Approximately 45,180 Square Feet as seen marked on the diagram in Green
2. **Green Section Review:**

This Green section is heavily cracked as well and very dry, it should be removed and repaved within the next 3-5 years, in the meantime we would not suggest wasting any money on sealer, it could however use a restripe and 2 catch basin rebuilds - see pricing options below:

Restripe existing layout = \$1,580

2 Catch basin rebuilds at \$2,250 EA. = \$4,500

Remove and pave 3" Binder = \$134,630

Optional 1.5" of 7F Topcoat = \$65,500

Total Price for this item: \$0.00

ORANGE SECTION - PARKING LOT OPTIONS

1. Approximately 52,120 Square Feet as seen marked on the diagram in Orange
2. **Orange Section Review:**

This Orange section is heavily cracked and starting to fail, it is the furthest from the building so it can be considered the least priority and should hold up longer than the sections closer to the building due to its assumed lower usage. It should be removed and repaved within the next 5-8 years depending on how it ages, in the meantime we would not suggest wasting any money on sealer, it could however use a restripe - see pricing options below:

Restripe existing layout = \$1,820

Remove and pave 3" Binder = \$153,750

Optional 1.5" of 7F Topcoat = \$75,570

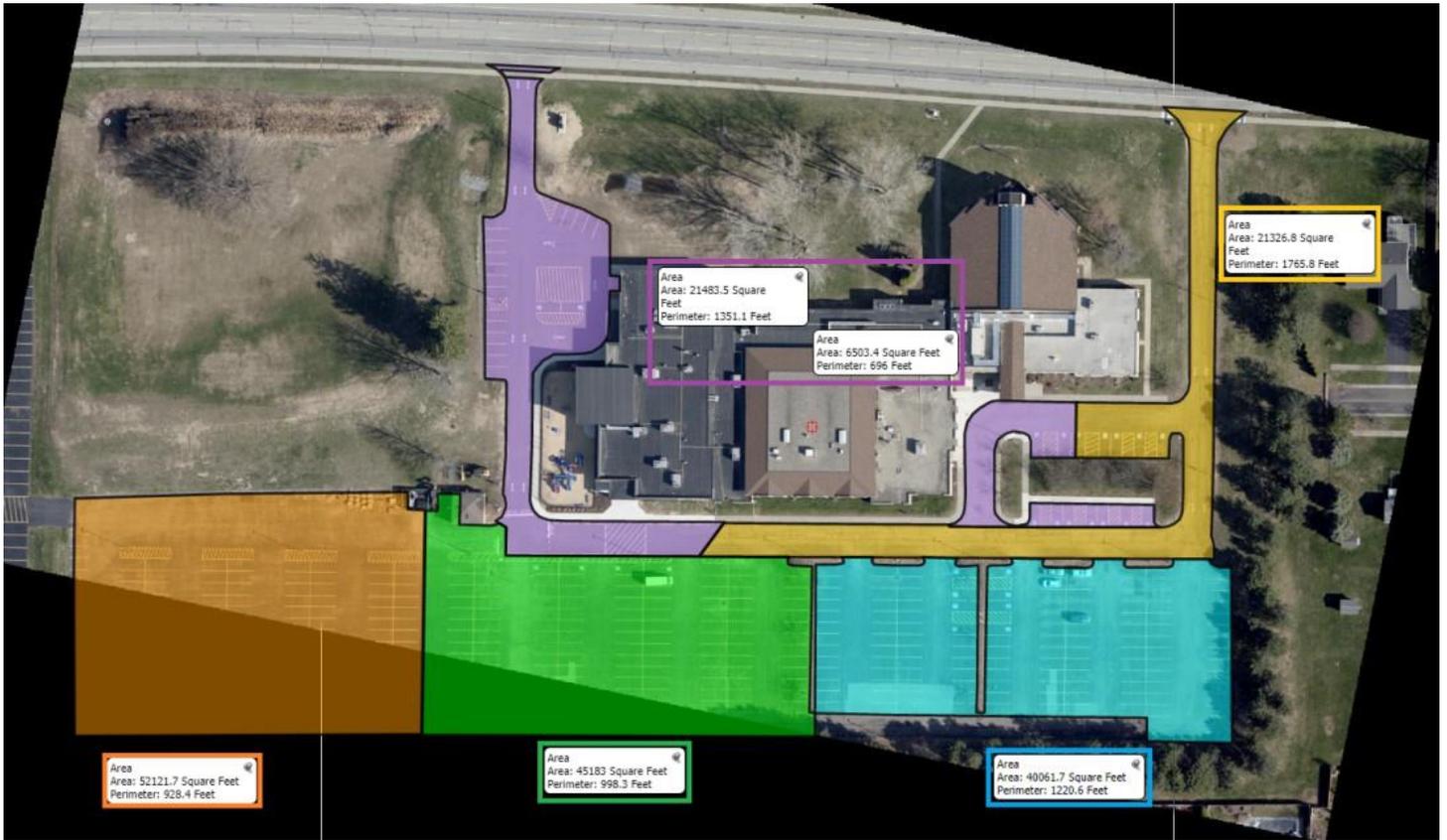
Total Price for this item: \$0.00

ASPHALT INDEX:

1. Price based on the asphalt index of 612 for April of 2023. Price subject to change based on the index at the time of signing

Total Price for this item: \$0.00

Diagram



Notes:

Image



Notes:

Image



Notes:

Image



Notes:

Image



Notes:

Image



Notes:

Image



Notes:

Image



Notes:

Price Breakdown: Hope Lutheran - Paving Plan by Sec



Please find the following breakdown of all services we have provided in this proposal. This proposal originated on April, 23, 2023.

Item	Description	Cost
1	PURPLE SECTIONS - SEALCOATING & RESTRIPE	\$4,425.00
2	YELLOW SECTION - PARKING LOT TEAR OUT	\$65,050.00
3	BLUE SECTION - PARKING LOT OPTIONS	\$0.00
4	GREEN SECTION - PARKING LOT OPTIONS	\$0.00
5	ORANGE SECTION - PARKING LOT OPTIONS	\$0.00
	Subtotal	\$69,475.00
	Tax	\$0.00
	Total	\$69,475.00

Authorization to Proceed & Contract

You are hereby authorized to proceed with the work as identified in this contract. By signing and returning this contract, you are authorized to proceed with the work as stated.

We understand that Magic Seal LLC is not responsible for any discoloration to the sealer caused by salt residue in groundwater bleeding through cracks in the asphalt

Grades of 1.5% slope or less are not guaranteed to drain efficiently

We understand that if any additional work is required different than stated in the this proposal/contract it must be in a new contract or added to this contract.

Please see all attachments for special conditions that may pertain to aspects of this project.

This proposal is valid for 30 days

Proposal: Hope Lutheran - Paving Plan by Sections



Acceptance

We agree to pay the total sum or balance in full upon completion of this project.

Unpaid balances are subject to finance charges of 1.5% per month.

I am authorized to approve and sign this project as described in this proposal as well as identified below with our payment terms and options.

Date: _____

Rob Pearson
Hope Lutheran
1301 Vintage Ln
Rochester, NY, 14626
robpearson@sharethehope.org
C: 585-781-0948

Daniel Baughman | Member
Magic Seal LLC
2117 Buffalo Road PMB 281
Rochester, New York, 14624
Estimates@magicsealonline.com
C: 585-581-2153
P: 585-581-2153
F: 585-392-5189
<http://www.magicsealonline.com>



Financial Insights Report: March 2024

Reporting through February 2024 for the March 2024 meeting of the Board of Directors

Treasurer's Report:

February P&L at a glance:

- Revenue for the month of February was \$197,940 which was 114% of our monthly budget.
- Expenses for the month of February were \$143,655 which is 82% of our monthly budget.
- We had a surplus of \$54,285 for the month.

YTD P&L Summary:

- Total actual revenue through February 2024 was 103% of our projected revenue through February 2024.
- Expenses through February 2024 were \$288,197 which is 17% under budget.

Cash Summary:

- We have a net cash available amount of 26% of the 2024 Budget.

Noteworthy items for February:

- Our revenue through February was +10% compared to January - February 2023.
- We were able to keep expenses under budget through February by 17%.
- We closed our old CNB accounts
- We shifted unused 2023 B&G and IT \$ to their respective funds for future use.

Blessings on your meeting.

Maryanne

New Testament Challenge

Initial Survey Summary

576 Respondents

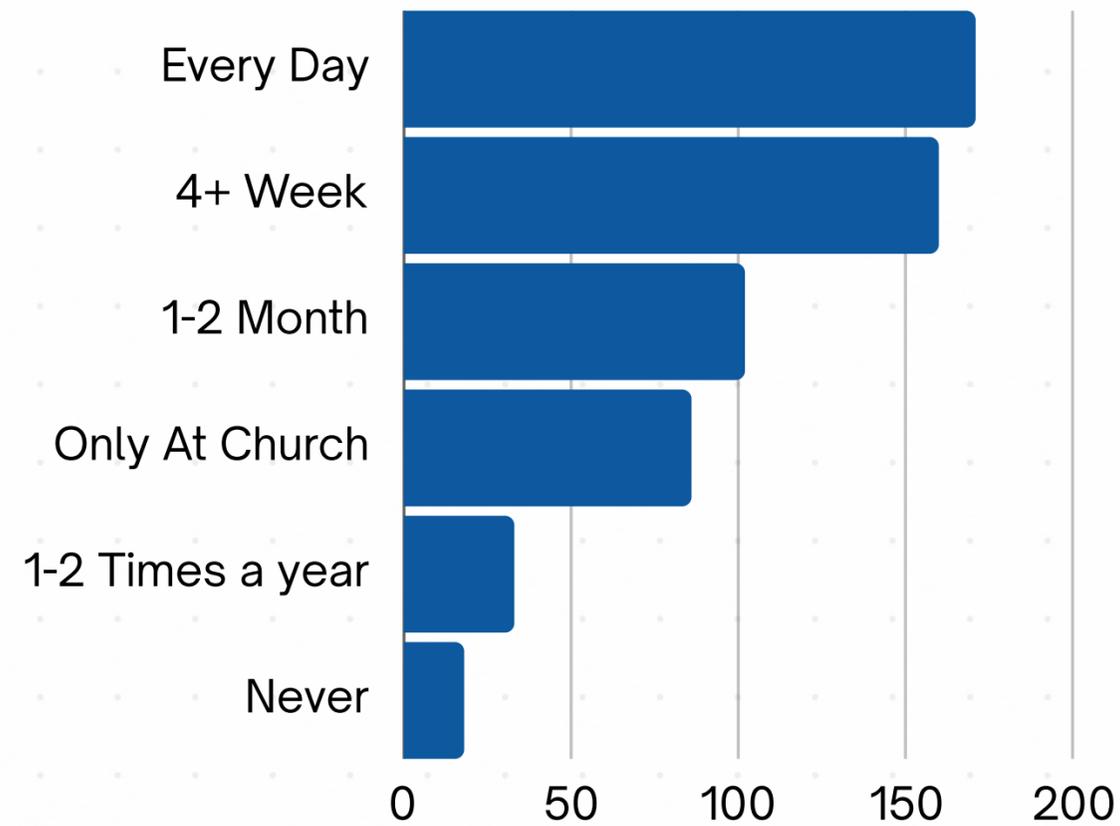
Brockport 61 Greece 498 Online 13 Unknown 4

Guest 46 Member 321 Regular Attender 209

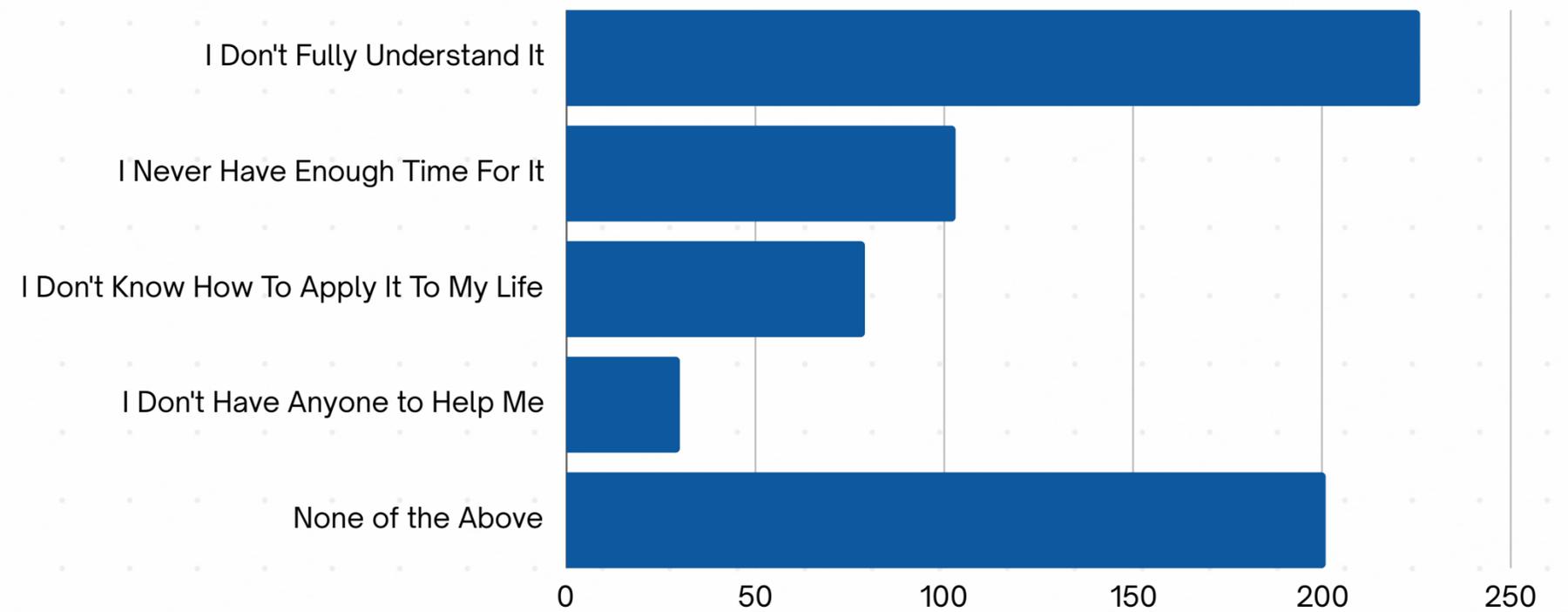


For full survey results ask
johnbrown@sharethehope.org

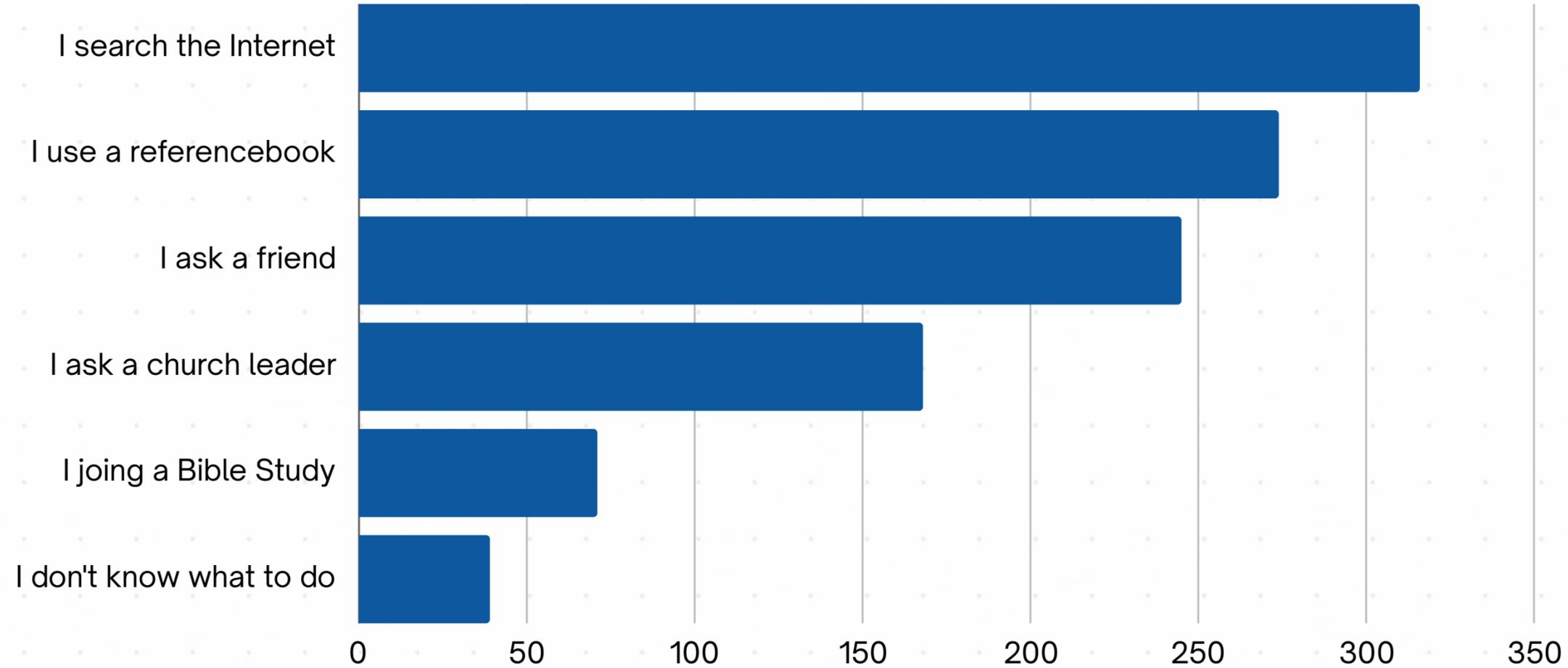
I read the Bible...



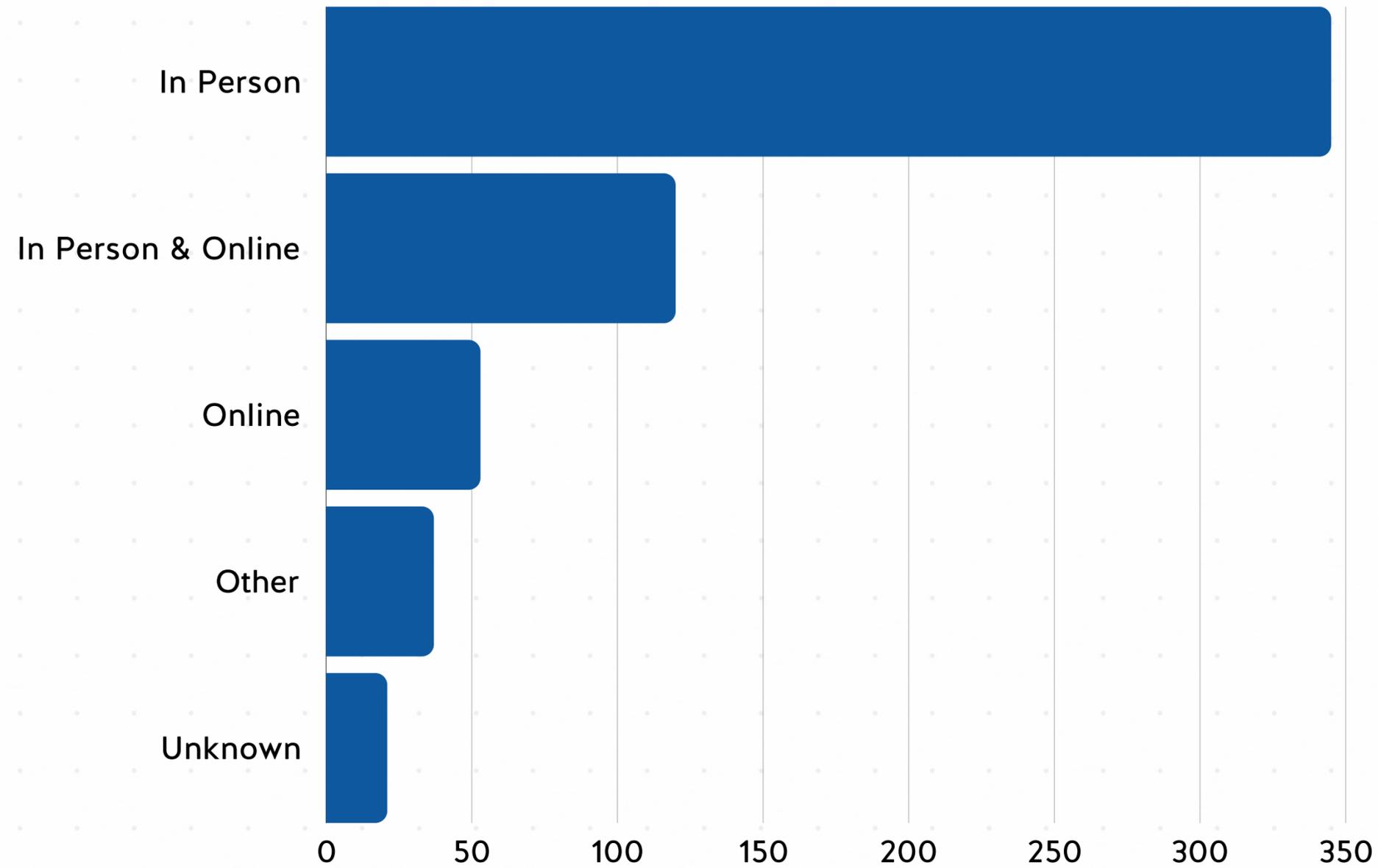
When I read the Bible...



Where do you go for Bible Answers?



I prefer to learn..



New Testament Challenge

Survey Summary

I learn from...

Actually all ways are of interest to me! Individual and group studies; on-line programs, etc

Adult Ed, Hope Group

All Ways Studying It

Alone

Anyway I can

Anyway it helps me! (On phone, computer or an actual Bible.

Anyway!!

App

As it comes

At Church

at home

At this time, online works due to health issues. However, hopefully soon, I would love to take a class.

Bible Study Group

Books

by myself

Church

Class

Commentary

daily w friend

Everywhere

Family - is retired church elder

From a Pastor Teaching

Group

Group Bible Study

Hope Group

I want to study with people as often as I can, online commentary

in a Hope Group

In any or all ways

In Person and on my own at home

life group

LifeGroup

Meditation/Personal Reflection

Member of CBS

mom

No

No other

On My Own

On Radio in Car and Home

Personal Bible Study

personal study

Podcast

Podcasts

Podcasts, Study Bibles

Prefer a small group of working moms, family

Quiet Study

Reading

Reading the Bible

schooling

Self study or inductive Bible study

Self-reading and study

Self-study

Small Group

Small Group Study

Study Bible

Sunday Mass

video

When our family was growing up, we used to read the Bible daily and together at supper time.

Now my wife and I read the Bible individually.

Where I am

With nothing added or removed

With our kids

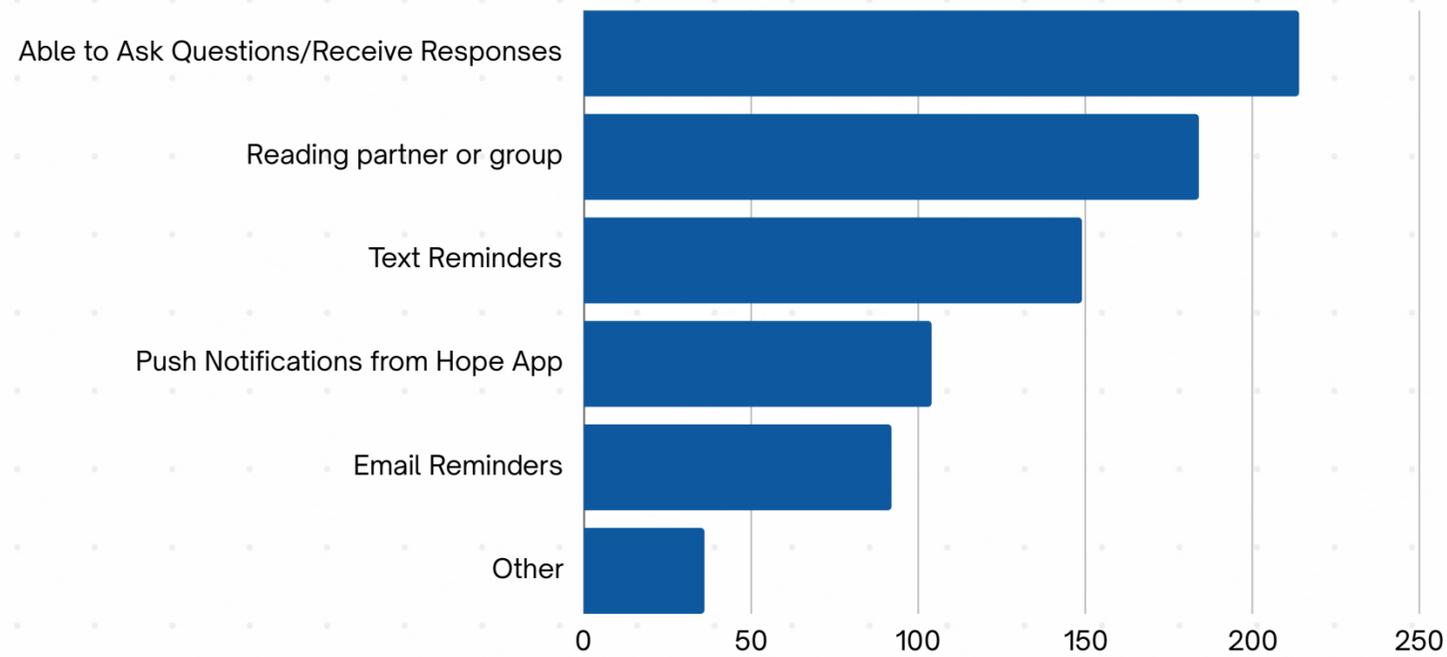
Worship Service

Youtube



For full survey results ask
johnbrown@sharethehope.org

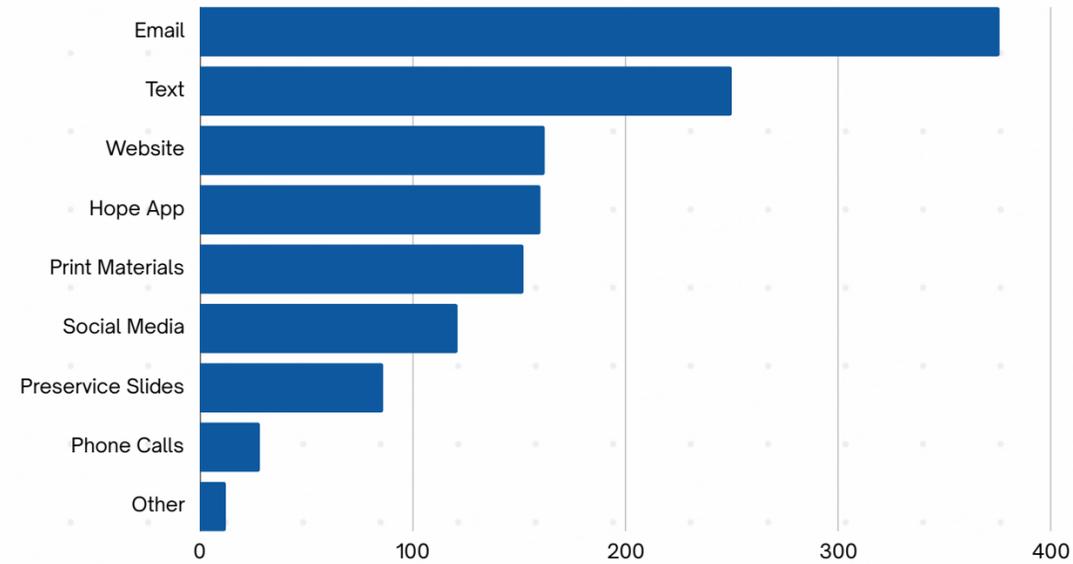
Preferred tools to help with NTC



Other tools...

- An Old Covenant 1 Book
- Calling on the Holy Spirit to help guide me
- Check Lists
- Class by a Pastor
- Commentary
- Concordance
- Don't Know
- Friends
- Fun Facts/Explanations in short
- Google Search
- Have Extensive Bible Library in Book Form, On My Computers and My Phone.
- If there is a Q&A should post it online for all to see.
- In Person
- No
- noates
- none
- not app push, but direct link to daily Scripture from App
- Notebook
- Other
- Pastors answer questions during service from suggestion box
- Printed Schedule
- Reading Plan
- Reading Plan Helps
- Study Guides/ Reference Materials
- Today Bible

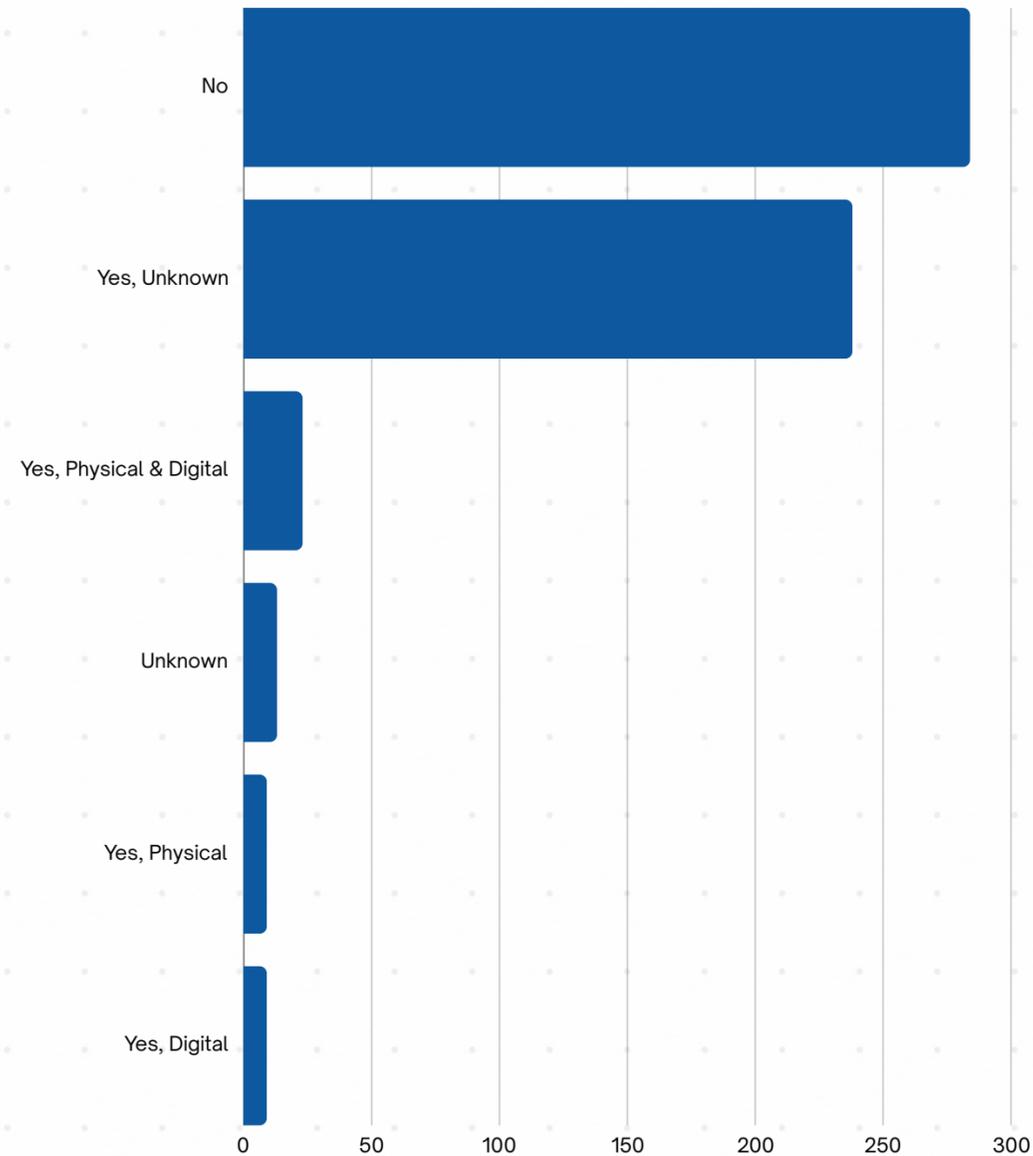
Preferred ways to receive updates



Other updates...

Announcements after service
Honestly the "CCB" does not always work - not so user friendly, and the website is not always up to date. I have the Hope app, but also not always easy to find what I am looking for!
Hope Group
in person
In Service
Lobby board
Other
posted signs
Tell my wife
Weekly newsletter sent via email

I use a Bible Plan...



Bible Plans in use

- YV Bible App 50
- NTC 29
- Portals of Prayer 6
- Bible in a Year 3
- Community Bible Study 3
- Daily Bread 3
- Our daily bread 3
- Through the Word 3
- Bible Gateway 2
- CBS 2
- Jesus Calling Devotional 2
- The Bible Recap 2



For full survey results ask
johnbrown@sharethehope.org

Bible Plans in use continued

#Wisdom

3 daily devotionals

Bible Gateway

Bible Gateway, Portals of Prayer

Bible in a Year Podcast

Bible in a year with Father Mike

Bible Reading Calendar, You Version Plans

Bible Recap

Bible Recap on You Version

Bible Road Trip

Bible Study

blogs

CBN

CBS Bible Study, Let's Read the Gospel Podcast

Chronological Bible

Church Calendar

Church Plan

CJSB

Colossians

Connect & Grow

DAB

Daily Bible

Daily Bread, 1 yr Bible for women

Daily Devotional

Daily Grace, You Version

Daily Guidepost

Daily Gumble, Nikki + Pippa Daily

Daily Journal

Daily Prayer

Daily Scripture Reading

Devotionals

Digging Deeper

Digging Deeper

Digital

Family Devotional

Guide from Amazon

Hope Group

Hope Testament

Hope's plan

I use the Bble journal plan distributed by

Hope Church in 2011

In the Bible

Joseph Prince, Os, Hillman

For full survey results ask

johnbrown@sharethehope.org

KJV Bible

Lets Read the Gospels Podcast

Matthew Study

Nikki and Pupos Gumble

Olive Tree Bible App

On Phone, On Computer and Actual Bible

Pastor's plan back in Michigan

Quest Bible

Read thru in year

Reading through the Bible in a year with a friend on FB; Bethel Studies (from yrs. ago at Hope)

Right Now Media, Through the Bible

Sacred Ordinary Days & You Version

SPEC Notebook

Telcarta Bible App

The Bible Yr, The Gumbles

Thematic Bible reading plan (Craig DeJardines). I've used several others in the past.

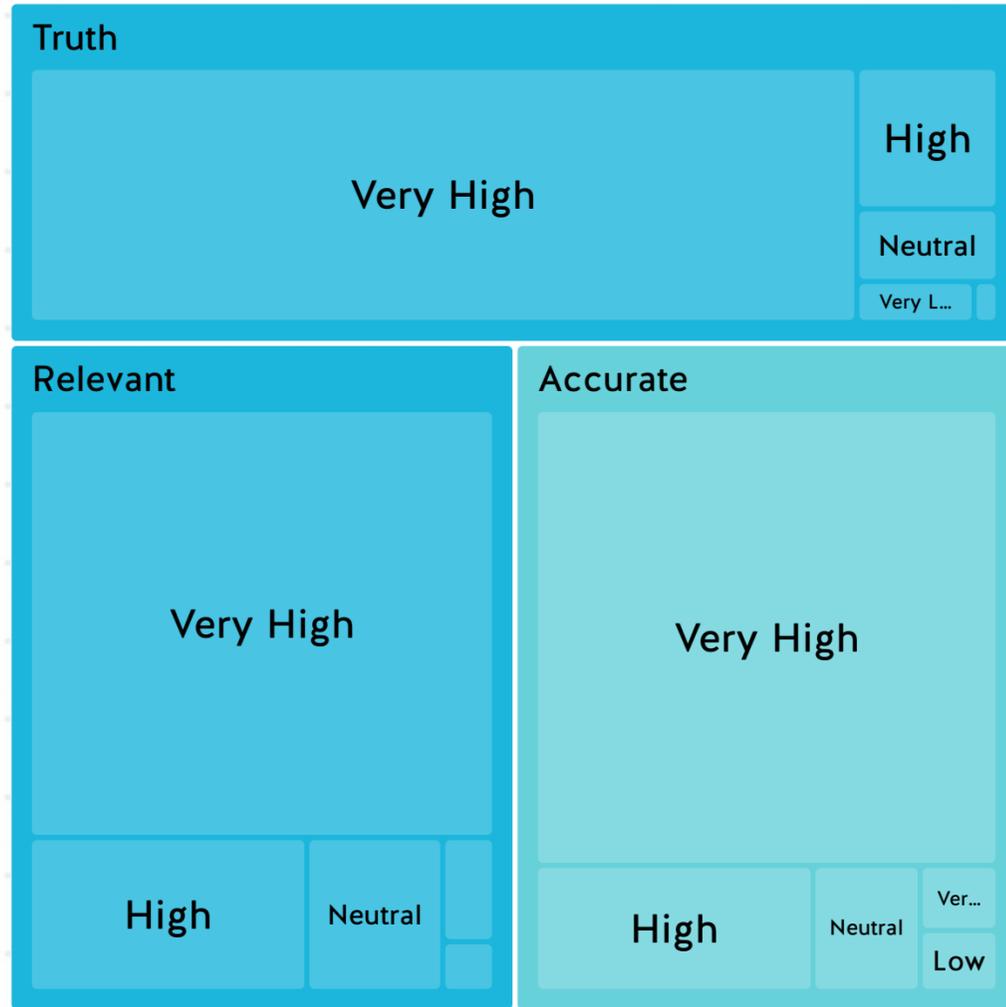
Today's Light

Various Devotions

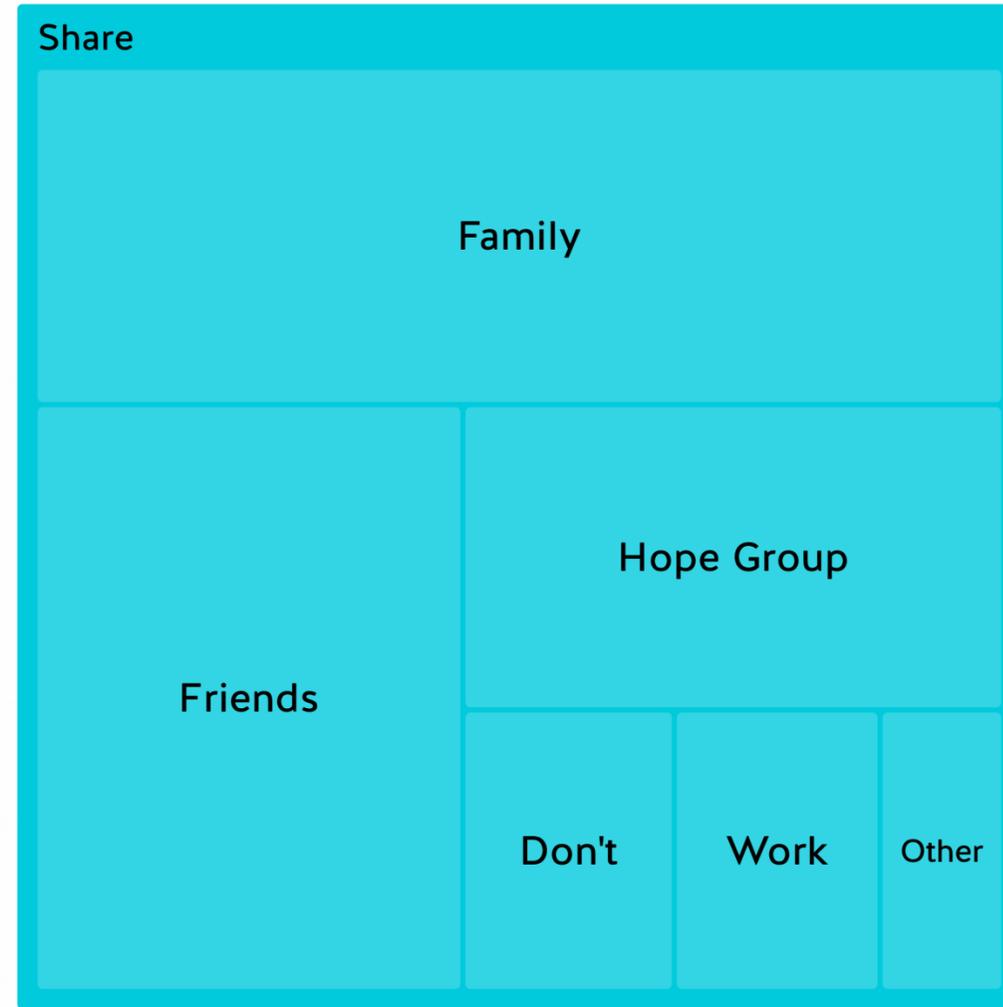
You Tube Bible Project

Workbook

The Bible is...



I share with...



I share with..other

Anoyone that is OK with it
at bible study
Bible Journaling
Bible Study Group
Bible Study Zoom Group
CBS
FaceBook
Facebook Group
Homeless at times
I don't share enough
if it comes up in conversation
if someone shows interest
Medical staff, people in Wilmington cancer center
mom
My Bride
My husband and I share what we have learned.
Neighbors
None
Online
Other
Our ministry members
Pastor

Prayer Group/MIPI
Reading Group
Strangers
Study People
The world
Various Folks
wife
Wife, Hope Group and certain friends.
x online chat group
Youth Group



For full survey results ask
johnbrown@sharethehope.org

Bible Topics

Hot Topics/Current Events

Relationships

Afterlife

Prophecy

Mental Health

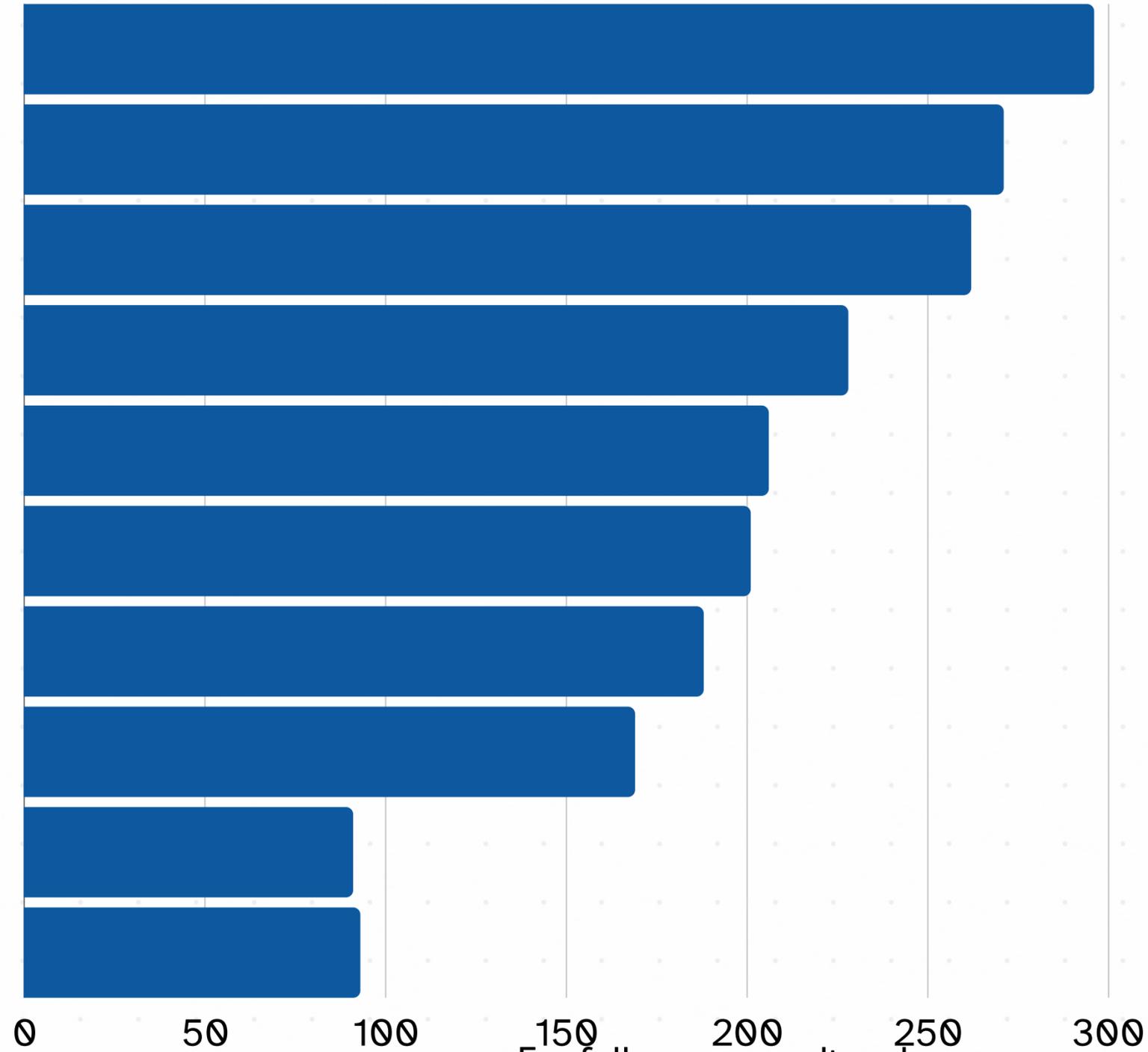
Parables

Book of the Bible

Family/Single Life

Finances

Other



- Revelation 10
- Romans 6
- John 4
- Daniel 3
- Hebrews 3
- Isaiah 3
- James 3
- Old Testament 3
- New Testament 3
- Corinthians 3
- Genesis 2
- Ephesians 2
- Kings 2
- Gospel 2
- Jeremiah 2
- Esther 2
- Ruth 2
- Acts 2
- Luke 2
- Philippians 2
- Epistles/Letters 2
- Colossians 1
- Exodus 1
- Leviticus 1
- Job 1
- Lamentations 1
- Matthew 1
- Deuteronomy 1
- Minor Prophets 1
- Psalms 1
- Proverbs 1



For full survey results ask
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Bible Topics..Other or Book

40 days from tomb to ascension
5 minute pre-message "class" on
Lutheran Liturgy
All
All
All of them
Any & All
Any and all. Loving the NT
challenge and all it means!
Any of the lesser known
Apostles Creed "descend into
Hell", Being the church, Dealing
with conflict, speaking to culture
Applying the Bible
Bible recap
Colossians,Romans
Community life, Care for the
vulnerable
Current events
Daniel
Daniel, Revelation
Death
Discipleship
Divorce support
Ephesians
Every day life
Gay Rights

Genesis, Exodus, Book of Kings
(about Elijah) Isaiah, Daniel, and
any/all New Testament Books
Gospels, NT Epistles
Gospels,Genesis, Jeremiah
Hebrews
Hebrews, Esther
Helping Teens Understand
How Bible can bring peace and calm
to our lives
How pornography can destroy a
marriage
James
James, Ruth
Job
John, James, Romans, Acts
Kings
Letters
Leviticus, Lamentations, Revelation
Life application
Love Bible verses!! Please mostly
Bible study
Luke,John, Deuteronomy
Mark, Luke, John
Matthew, Mark, John
Mental Mindset
Minor Prophets
Old Testament

Old Testament books. Story of David, bible stories in general.
Old to the New - Better understanding
OT and NT
Psalms
Repentance
Revelation
Revelation
Revelation, Baptism
Revelation, Isaiah
Revelation, Proverbs
Revelations
Romans
Romans, Corinthians, Acts, Hebrews
Romans, Ephesians, Corinthians, Philipians, Galatians and
Revelations.
Romans,Isaiah, Revelation
Ruth, Esther
Sacraments
Sins of lying
Social Injustice, New Testament
Surprise Me!
The Church as the Body of Christ like City on a Hill song
The Rapture
Tongues
transitions
Verse by Verse
Women in the Bible