

**Hope Lutheran Church
The Board of Directors Meeting Minutes
Held on: May 16, 2024**

Attendance:

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

Meeting called to order at 6:58 pm

Opening Devotion (Aaron Bundschuh)

Topic: Wisdom (James 1:5) God gives wisdom generously to all. We all get wisdom from someone. Why do we try to rely on our own wisdom, when God gives it generously?

Review of April Meeting Minutes (Tim Kneeland)

Pat Monaco made a motion to approve the meeting minutes from April 18, 2024. Tim Kneeland seconded the motion. Voice vote. 4 in favor. 0 opposed.

Updates on Jericho Road (Bev Janosky)

- Rob spoke with JR and Vasile today (Vasile is the construction company that built the C4H annex). Vasile reviewed the drawings and has requested more detailed info from JR which we expect by the end of May to do an accurate quote.
- Rob spoke with JR re: design and is talking through some changes (e.g., window elevation view from North side to be consistent with rest of building).
- Plan is for Vasile to assist in obtaining quotes from contractors and provide a recommendation as to with whom to proceed.
- Matt Hurlbutt (GRE) is assisting with zoning issues re: the medical facility.
- Another meeting is scheduled with JR (Jason), Rob, Bruce & team in early June.

Worship Center Sound System (Maryanne LaRuez)

- Chris Stephens met with Fulcrum to finalize design of worship center main speakers/subwoofers. The quote is \$104K and is expected to be executed/installed by Applied, with whom Hope has done much work in the past.
- A 70% deposit will be paid in late May to get on Applied's schedule and get a project timeline which should be available within 2-3 weeks. At this point, we hope to have the install done by the end of August.
- Will not need to replace the sound board, which had earlier been suggested, but rather only replacing the main speakers. Plan to largely use existing wiring so the install should be fairly straight-forward so as not to interrupt weekend worship.

HR/Staff Report (Bev Janosky)

- Executive Director search continues with hope to have successful candidate on board by mid-June.
- AV Arts Director search: Vetting one candidate now and have recently posted the job on Linked-In. We perhaps will elevate the Linked-in posting for more visibility at a small cost.
- Hope is very understaffed for administrative support coverage with openings and Ann Marie being out with back issues. Anna Dueker will be brought on board through the summer to provide administrative support across several areas.
- The Worship Admin position has been particularly difficult to fill.
 - Pat Monaco suggested that we might consider using a search agency given the recruiting difficulties.
- On a success note, four people are being onboarded for pre-school openings currently.

Strategy Update (Bev Janosky)

- Human Resource recruitment and JR are major efforts across much of the staff.
- Kids Camp. We have the volunteers needed for the camp and are praying for registrations to fill up. Have re-instituted the 2's class and the one class is already full. Some feedback was received that the Thursday evening event being held outside was a lost opportunity to get unchurched parents "into" our worship center as we had done in the past, pre-COVID. This year, we are holding that event in the worship center.
- Greece Parking Lot paving work is slotted to be done in June, as is the Brockport sidewalk work.
- Preschool reserve funds will be utilized in addition to the Brockport playground funds and the \$32K job to procure/install the playground will proceed in early summer. There will be some Hope labor involved in installation which saved roughly \$12K on the project.
- Hope's Read Through the New Testament is going well. The bookmarks have been a good tool to keep people motivated and on-track. Associated bible studies on Acts is also going very well.
- Hope Groups will put in place coaches for the leaders to assist in their growth and encourage and support them in the HG leader roles. PJ will remind HG leaders of bible study opportunities through the summer.
- Walk for Life was in early May with 30+ people participating.

Recognition Reports (All)

- Leah Illingworth - Yoga ministry
- Mike Launhardt - Volleyball ministry
- Mindy Erbelding & Team - Walk for Life
- Tony D'Apice - Basketball ministry

Finance (Maryanne LaRuez)

- *See attachment Financial Insights Report.*
- Several notable variances on the expense lines inclusion (supplies and bins for GP Cafe), Admin/HR (job posting expense on Indeed), Salaries/Benefits (raises and bonuses effective in April).
- The April month bottom line result was a \$18K deficit, but on a YTD basis, we have an \$80K surplus.
- There was a transfer of prior year surpluses from the contingency fund to the Tech Arts R&R fund to bring it closer to the targeted reserve. Also, the Oil Change fund was closed and the outstanding balance was folded into the Hope Fund.

Pat Monaco moved to approve the financial report. Aaron Bundschuh seconded the motion. Voice vote taken. 4 in favor. 0 opposed. Motion Passed.

Meeting Closure (Tim Kneeland)

Ross Koenig moved to close the meeting. Pat Monaco seconded the motion. Voice vote. 4 in favor. 0 opposed. Motion Passed

Meeting was adjourned at 7:54 pm. The meeting was closed in prayer by Pastor Jeffrey.

The next Board meeting is scheduled for June 20, 2024.

The meeting minutes of the Board of Directors of Hope Lutheran Church were taken by Ross Koenig and are attested to and submitted by Tammy Davidson on this date, May 28, 2024.

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



Maryanne LaRuez
Director of Finance

Financial Insights Report: May 2024

Reporting through April 2024 for the May 2024 meeting of the Board of Directors

Treasurer's Report:

April P&L at a glance:

- Revenue for the month of April was \$149,501 which was 82% of our monthly budget.
- Expenses for the month of April were \$167,714 which is 96% of our monthly budget.
- We had a deficit of \$18,213 for the month.

YTD P&L Summary:

- Total actual revenue through April 2024 was 99% of our projected revenue through April 2024.
- Expenses through April 2024 were \$609,359 which is 13% under budget.

Cash Summary:

- We have a net cash available amount of 27% of the 2024 Budget.

Noteworthy items for April:

- Our revenue through April was +5% compared to January - April 2023.
- We were able to keep expenses under budget through April by 13%.
- Raises took effect the first paycheck in April. Thank you Board!
- Bonuses were distributed at the beginning of April.
- Eliminated oil change fund. It had a negative balance and we are no longer using it.

Blessings on your meeting.

Maryanne