

IMMANUEL LUTHERAN CHURCH & SCHOOL

BOARD OF DIRECTORS

MEETING MINUTES

DATE: October 18, 2016

BY: Brandon Charter, Secretary 2018

PRESENT: Rich Craven, Board Member 2019
Sharron Blalock, Board Member 2017
Justin Hurayt, Board Member 2017
Maureen Kuhlmann, Treasurer 2019
Roger Huslage, Board Member 2018
Kris Schuldt, Chairman 2017
John Waddell, Vice Chairman 2018
Jim Sandvick, Board Member 2019
Anna Brandt, Business Manager
Jason Auringer, Senior Pastor
Allison Dolak, Principal

ABSENT:

CC: File - Dropbox
Website

The following minutes express my understanding of the items discussed. Please respond within five days of receipt if any changes are required.

If any action is required, the name indicates the responsible party and the date indicates the due date.

Meeting called to order at 7:04 p.m.

Pastor Auringer opened with a prayer.

Dale Bauer, Susan Maag, and Mel Heins from the Bell Committee MAT reviewed a proposal for the church bell. Dale Bauer opened the discussion and Susan Maag reviewed additional details for a quote which the committee received from a company called Verdin. The initial plan would cost \$41,395 plus (5) additional infrastructure requirements to be completed and paid for by the church. The committee will continue to research additional options and the associated costs.

Pastor Auringer led an introduction to *Concordia The Lutheran Confessions* that will serve as the basis for the BOD bible study. The BOD will read pages 27 – 32 for the next meeting.

Anna Brandt provided details regarding the research she has done for a review/compilation report with regard to accounting procedures and accuracy.

The Pastor's report, Business Manager's report, and Principal's report passed via consent agenda.

Roger Huslage made a motion to accept the Treasure's report. Rich Craven seconded the motion and all approved.

Brief questions were asked of Pastor Auringer and Allison Dolak in a town hall style.

John Waddell provided an update on the associate pastor call process.

A brief update was provided on the strategic plan. Discussions and planning on the septic field are ongoing.

Roger Huslage made a motion to hold a special voters meeting on November 7th, 2016 at 7:00 PM for the purpose of calling an associate pastor and inclusion of our *Statement of Belief* to the constitution. Jim Sandvick seconded and all approved.

The BOD did their self-review.

Roger Huslage made a motion to adjourn Jim Sandvick seconded. All approved.

Senior Pastor's Report

BOD October 2016

1. Call

I thought the first visit went well and Pastor Roma is an excellent candidate.

2. Fall Schedule in Full Swing

Church staff meeting on Monday mornings at 9:30. Included in our agenda is prayer for the individual members of our congregation.

Tuesday morning Bible Class has resumed. Classes meet at 6 & 9 am. Please note the time change. We continue to study the book of Isaiah.

I meet with the worship team on Wednesday mornings at 10 am.

I have 8 in Christianity 101 with 5 of those taking the class as a refresher. Of the others one will be baptized in the near future.

I lead the school staff on Thursday mornings where we are discussing the book, *The Leader in Me* by Stephen Covey.

I've lead 2 school chapels on Wednesday mornings thus far in the new school year.

I will be assisting with Jr. Confirmation under Troy's leadership. These classes meet Wednesday evening and Thursday mornings.

Attempting to make shut in visits once a month and hospital visits as needed.

3. Office Space

Still investigating!

4. PhD

I am plodding along in between work and framing my basement!

5. Looking forward to having an associate!!



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To: BOD
From: Anna Brandt, Business Manager
Date: 10/18/16

The following projects are still "a work in progress":

1. Discussions are taking place with (1) Mitch Turpin and (2) Mark Klemme with regards to moving the septic leach field. Estimated costs still pending. Septic field has to be moved prior to any new construction being approved by Sandy May of St. Charles County.
2. A group of us met with Daniel of Westford Communications regarding a new telephone system. Quote received but very vague so I requested more detail. Once I receive that I will get another bid to compare "apples to apples".
3. The "Welcome Desk" continues to be a work in progress. Estimated completion date is just prior to Thanksgiving.
4. Working on MOD Space, location and installation hickups.

Zattarella Estate [Pending Donation to church & School]
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\$ 100,000

I finally heard from Rudy Beck, the Judge did sign the documents to freeze (2) bank accounts at Commerce Bank.

Attorney Beck said he would get me a copy of the Will - We will see. Lastly attorney Beck assured me he would get in contact with Bill Zollmann. Claimed my email to him from Sept must have got lost in spam....so I re-sent him the email and he responded that he did get it this time.

Steve Purgahn - CPA for review of books / transactions

- Internal Control Review \$ 500.00
- Transaction Review \$ 750 - \$ 2,000 depending on the number of transactions
- Meeting schedule w/Mr. Purgahn first week of November



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To: Board of Directors
From: Maureen Kuhlmann, Treasurer
Date: 10/18/16

Immeasurably More

The Immeasurably More capital campaign donations did not meet our payment of \$ 34,766 we were short by \$ 10,300, however; year to date we are still slightly above our payment obligation to LCEF for this fiscal year.

Church and School Ministries

Church general contributions continue to be below budget. Through the month of September, we are \$12,000 below budgeted revenues. Due to short staff our church operations year to date are also below budget, therefore our net position is stable.

School ministry receipts continue to be above budget through September and expenses during the same time frame are slightly below budget. The schools net position through September 30th is \$66,000 ahead of budget.

Matter of Principal

Dinner Auction – We had a very good turn out this year and appreciate all the support from our Immanuel Family. Our profit was up 40%, therefore; \$ 16,025 was sent to LCEF for debt reduction. The increased profit is a direct result from:

- 40 more dinner reservations
- Table sponsors
- Dessert Dash
- Nice bidding on the auction items

Golf Tournament – Final expenses have not been received but the estimate profit at this point in time is \$ 5,375.00. More to follow next month.

Our final *Matter of Principal* Fundraiser –Immanuel’s Christmas Tree Lot – please begin thinking about how you can help with this fundraiser.

Principal's report for BOD 10-18-16

- 1) Our enrollment looks to be at 306 starting in November. One new student started today and we have 2 more that will start before November 7th if all things go as planned.
- 2) Trunk or Treat is October 28th from 6-8pm and everyone is invited. It is a very fun event for all ages!
- 3) Teacher evaluations are underway.
- 4)The end of the quarter is Friday already and Parent-Teacher Conferences are next week. (We have a half day on Thursday and we are off on Friday).
- 5)School staff is working through "The Leader In Me" on Thursday mornings.