

**IMMANUEL LUTHERAN CHURCH & SCHOOL**  
**VOTERS' MEETING MINUTES**  
**03/13/2017**

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Attendance:

Meeting was called to order by Kris Schuldt at 7:03 PM.

Pastor Auringer opened with a Scripture reading (Colossians 3) and a prayer.

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The January Voters meeting minutes were reviewed. Dale Bauer noted a correction – Charles Skillman is missing from the Bell Committee.

Trudy made a motion to approve the January Voters meeting minutes with the correction noted above. John Waddell seconded and all approved.

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Allison presented a call for a teacher. Tricia Perrine is leaving to move to Ohio, due to her husband's job transfer. Rachel Kesemann graduates from Concordia in Nebraska in May. Dan Ebert made a motion to extend a call to Rachael Kesemann. Jim Pitman seconded and all approved.

A question was asked about when she would start. Allison informed the group that she would start in the fall.

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Anna Brandt provided an update of the Zattarella Estate (Pending donation \$ 100,000)

**As of 3/13/17**

- Firm waiting on all the official bank balance information [was advised there is enough money in the accounts to cover all the beneficiaries noted in the Estate]
- Law Firm to send to all the beneficiaries of the trust a packet with a document "Consent to the appointment of Attorney Jones" as the new trustee, which must be signed and returned to the Law Firm
- Law firm to Petition to the court to accept Mr. Jones as the official Trustee. The court can then make that an Order or require a Hearing.
- Once the Order by the court is complete and given to the bank they will close out all the current accounts, open new accounts under the new trustee and then the funds will be distributed.

Time Line

If all the beneficiaries get their paperwork turn in on a timely manner and the court doesn't require a "Hearing" we could have the funds by June 1, 2017.

Obviously if the beneficiaries do not get the paperwork signed off or they have trouble locating the beneficiaries [considering the time that has passed and **IF** the court requires a hearing – Everything is delayed.

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Anna provided an update on the septic field. We are currently waiting on the county and bids from three contractors.

Dan Ebert asked a question about where the field will be placed. Anna indicated the field will be moved south west of the current septic tank.

Rod Kumm asked about city sewer. The city predicts city sewer will not be to the campus for approximately 10 years.

Les Blalock asked a question regarding septic capacity. The enrollment and worship attendance has been provided to the engineer for proper sizing.

A question was raised regarding increasing the size of the septic to account for growth. None of the engineers have suggested that is necessary. Water consumption was provided as well as projected growth for the engineers to size the septic field.

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Allison provided a detailed review of the building expansion proposal. Allison highlighted we have saved for many years to have the possibility to do the proposed expansion.

**The county has approved the proposed expansion plans, but indicates that we cannot make further changes without being on city sewer.**

Allison does not currently have plans to expand to three classrooms per grade. She will listen to the wishes of the congregation, but this is not a current goal.

Allison provided a review of the process around fiscal decisions which ensure staff, benefits, classroom materials, etc. will all be included in next year's fiscal budget.

Rod Kumm asked a question about Immanuel being the only Lutheran Church in Wentzville. He would like the board to look long range and ensure a plan is in place. Kris Schuldt informed the group that the board discussed this at the February BOD meeting and will be forming a committee to look at long range growth. Dan Ebert has been asked to be a member of the committee.

Pastor Auringer spoke about some discussions that have taken place regarding the possibility of another Lutheran school in Wentzville.

Jim Pitmann voiced a concern/request to look into the purchase of land for a church cemetery as well.

Allison provided an in-depth review of the proposed building plans. We are currently using the fellowship hall as a classroom. There was discussion on whom would occupy the (4) new rooms in the multipurpose building. If all the new “rooms” in the multipurpose building are used for classrooms, there will be a designated room(s) for the youth on the second floor of the main building.

Dan asked a question about how the current space is being used such as the music room. The music room is currently used almost all day long.

Mike Schumacher asked if the cafeteria would be used as the hallway to the new classrooms. Allison indicated that would be the case based on the current plans.

Amy Schuldt asked about a severe weather/shelter in the new building. Allison informed the group that there is shelter in the second building, but typically the staff directs the kids into the main building before severe weather is imminent.

Dan Ebert started a discussion surrounding the number of classrooms in the proposed expansion. He asked if there is a need for specific rooms such as a technology room. Currently those needs are being integrated into the primary classroom.

A question was raised about the maximum number of students per teacher. This currently depends on the grade level. We attempt to keep that ratio below 22 or in exception 23 per teacher.

A question was asked about our exemplary status. That award is for one year and is only awarded during accreditation. Our next accreditation is in 2019. The staff is currently reviewing the Missouri Blue Ribbon, but no decision has been made to pursue it further at this time.

Another question was asked about our tuition compared to other Lutheran schools in the area. We are higher in tuition than most of the Lutheran schools and substantially higher than the Catholic Schools in the area.

Justin Hurayt asked a question about changing the plan to include rooms that are connected so that further expansion can be done later on the second building. That was considered, but the current proposal followed the initial plans as presented and approved by the voters.

Rod Kumm asked a question about why we aren't doing a two-story addition with the classrooms with the proposed office space. Building up is complicated and expensive due to various reasons.

Trudy asked if we would need an extra bathroom. The current plans would not require an additional bathroom which is good because of cost.

A question was asked about a master plan and suggested maybe we get it all figured out before we approve adding on these two proposed additions. The current proposed classrooms were part of the original master plan. The building committee will focus on the long term plan.

Gene asked a question regarding the building committee vs the current proposed expansion. The current proposed expansion is based on the vote a year ago to proceed investigating expansion which is reflected in the current proposed plans.

A question was asked about the timeline. The current estimated timeline is 90 days for both additions.

Gene asked a question about when the septic field work will begin. The county is working with the engineers. We do not have a start date yet and work will begin as soon as possible. This may depend on the weather.

Trudy asked a question about planning and zoning. The architects are ready to work with zoning and planning as soon as the plan is approved by the voters.

Dan Ebert had a question about the new septic field. He wanted to know if the ground has been tested. Anna indicated core samples have been taken to confirm it will perform as expected.

A question was asked about what happens if the voters do not approve the new classroom plans. Currently there is no plan/answer at this time.

Pastor Auringer provided a description of the proposed office space. We have people sharing office space, all storage areas that could be converted to offices have been. We are currently one office short and have various people working out of closets. Some people are not able to come in and do additional tasks due to lack of space. The new office space would bring people with similar functions closer together in the building.

A question was asked about relocating the kids playground. This cost is not in the proposed budget at this time. Volunteers are welcome and appreciated!

Forrest asked about the lack of storage space in the new construction plans. There is a separate discussion about another storage facility which will be part of the master plan/building committee.

A question was asked about any drawings for the proposal to provide a ground-level view of the expansion. There are no additional drawings at this time. The expansion will be made to appear consistent with the current building materials.

Dan asked a question about the plan for the current rooms that are being replaced such as the conference room and other offices. There are options to use the space as another preschool room. Anna provided details for the future use for Allison's office and the conference room.

Anna and Allison provided a review of the proposed payment for building expansion handout.

A question was asked if the current proposal included furniture, etc. It does not.

A question was asked if the path between the main building and the second building could be covered. It was reviewed, but currently falls under the long term/building committee.

A question was asked about the proposed plan and what would be voted on. The current proposal is for \$500,000 for building expansion; with additional costs for septic field work, and other expenses as provided in the following handout for a total of \$ 626,746:

Prepared by akb  
updated 03-13-17

**RECAP OF PROPOSED PAYMENT FOR BUILDING EXPANSION**

<b>Funds Set aside in Dedicated Accounts</b>			
Appeals & Response	\$	10,982	
Matching Funds	\$	59,143	
Pending Matching 4/15/17	\$	5,000	
P T L Trivia Night	\$	85,440	
Special Donations	\$	57,063	
<b>Sub-Total of School Funds</b>			<b>\$ 217,628</b>
Building Expansion	\$	140,096	\$80 K + \$49 K LCEF Rebate + \$7,500 in Jan/Feb 2017
Special Donation	\$	50,000	
<b>CURRENT AVAILABLE CASH</b>	<b>\$</b>	<b>407,724</b>	
	<b>Office Space</b>	<b>4-Classrooms</b>	<b>TOTAL</b>
<b>Architect Guesstimate</b>	<b>\$ 125,000</b>	<b>\$ 375,000</b>	<b>\$ 500,000</b>

<b>Schramm Estate [5 year Accumulation]</b>	<b>\$</b>	<b>51,746</b>	Relocation of drain field [Engineer / Testing / Inspection / Installation]
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<b>Other Expense Items</b>			
New phone system	\$	25,000	
Architect Fees	\$	25,000	
Contingency Fund on Bldg	\$	25,000	
<b>SAVINGS FROM PRIOR YEARS</b>			<b>\$ 90,959</b>

If the project goes over the budget provided in the proposed payment for building expansion handout, the board/MLT will have to request approval from the voters for additional funding.

Rod Kumm made a motion to approve the proposed payment for building expansion as proposed. Les Blalock seconded. A vote was held with the following result:

The motion passed with a vote of 79 yes and 2 no.

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A question was asked about security on campus. A security committee met and reviewed changes that can be made to help address campus security.

One such change is that we adopt a "See Something, Say Something" mindset. The committee is going to be presenting this in the pulse, etc to raise awareness.

Another option is to ensure that the St. Charles county dispatch number is well known should there be any suspicious activity.

Best practices such as not leaving alone should also be followed.

Kris requested that any suggestions or ideas are sent to the BOD via email at: [bod@ilcsw.net](mailto:bod@ilcsw.net).

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Kris opened the floor to any town hall questions.

John Waddell briefly spoke about open positions for the BOD and encouraged others to submit nominations to the nominating committee. Forms can be submitted to the committee.

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The meeting adjourned at 8:42 PM by singing the Doxology.