

IMMANUEL LUTHERAN CHURCH & SCHOOL

BOARD OF DIRECTORS

MEETING MINUTES

DATE: August 26, 2017

BY: Brandon Charter, Secretary 2018

PRESENT:

Jim Sandvick, Board Member 2019
Sharron Blalock, Vice Chair 2020
Joel Mueller, Board Member 2020
John Waddell, Board Member 2018
Roger Huslage, Board Member 2018
Kris Schuldt, Chair 2020
Anna Brandt, Business Manager
Jason Auringer, Senior Pastor
Allison Dolak, Principal
Tom Roma, Associate Pastor
Troy Miller, DCE

ABSENT:

Maureen Kuhlmann, Treasurer 2019
Rich Craven, Board Member 2019

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 9:12 a.m.

Pastor Auringer opened with a prayer.

The BOD opened with a study of Articles 25 and 26 from Concordia The Lutheran Confessions, Chief Articles of Faith. The BOD will read Article 27 for the September meeting.

Pastor Auringer reviewed his report and strategic plan. Pastor Roma and Troy Miller provided input as well. The BOD provided input and discussed.

Allison Dolak provided a review of her report.

The BOD did a review of governance based policy led by Kris Schuldt.

The BOD had a discussion around MATs. We believe there should be more clarity and information around MATs for the stewards.

The BOD reviewed important upcoming school, church, and BOD meeting dates.

Kris Schuldt provided an update on the Security/Weather/Medical plan. Kris Schuldt led a discussion on security cameras. Brandon Charter reviewed LERT training. Allison Dolak led a discussion on adding an additional AED so that there will be an AED located on each floor/building of the campus.

A brief discussion on the BOD dashboard took place.

The BOD discussed the town hall voters meeting.

Pastor Auringer reviewed the strategic plan and strategy document.

Anna Brandt brought up the next capital campaign. A brief discussion took place. Anna will reach out to LCEF to request information regarding their assistance with the next capital campaign.

John Waddell made a motion to approve the Treasurer's report. Roger Huslage seconded and all approved.

The BOD discussed Lutheran High School expansion plans.

The meeting closed with the Lord's Prayer.



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To: Board of Directors
From: Anna Brandt, Business Manager
Date: 08/27/17

Classroom Addition

- The contract between Immanuel Lutheran Church & Demien Construction was signed on 8/16/17 for \$ 458,696.00 [St. Charles County is requiring a change to a door, still waiting for that final approval – change to door increased the cost by \$ 1,000].
- An on-site meeting with St. Charles County is required & then permit is issued to our General Contractor. Cost of permit not know at this time. Fire permit is ready for pick up, cost \$1,250
- Then a boundry survey of the actual building will be performed before construction can begin.
- Current estimated date for actual construction to begin is September 5, 2017.
- Demien Construction carries an "Installation Floater" insurance policy for 1.5 Million. After speaking to Larry Juern and Rik Maxedon [our insurance broker] we do not need a "Builders Risk Insurance Policy". On an "installation floater" policy once material is delivered it is covered.

Building Maintenance & Improvements

- ✓ All classrooms were ready for the start of the new school year, our custodial staff along with the additional summer help did a wonderful job.
- ✓ Volunteers, Darwin Zimmerman, Dale Schuette and Dave Harms assisted me with many repair projects over the summer. Thank you for your "sweat" equity, time and all around good cheer.
- ✓ New telephone system and paging system were installed just in time for the start of school.
- ✓ Working with the Bell Committee on installation of a door from the fellowship hall to the new anticipated "Bell Garden."

Septic Field

Nothing new to report other than I still have not received the final bill from Mark Klemme. I think he is waiting until he gets the seed installed. Since it got so hot right after the installation the planting was post phoned until September.

Zatterella Estate

I have heard from the attorney and all parties have now signed off on the Petition for the court to assign a new executor. New estimated date of distribution is the end of September 2017.

Grass Cutting MAT

The grass cutting MAT has been very busy with all the mowing. Please give a special thanks to this group of individuals for all the "sweat" equity and time they donate to save the church thousands of \$ on lawn maintenance. Dennis Jokerst, Wayne Benne, Dan Koenig, Amy Schultz, and Jerry Beck. I know the season is not over yet and everybody is probably tired of cutting grass so if anybody could help by joining this MAT please contact Dennis Jokerst. Another lawn mower has been donated by the Charter family.

Amounts highlighted in yellow are last year's premium that ends 9-20-17

RECAP OF INSURANCE

August 21, 2017

Abuse & Molestation Insurance

Selective Insurance

Sept to Sept of each year, 9-20-17 renewal cost \$ 892

Limits: Per Occurance \$ 1,000,000 Aggregate Limit \$ 3,000,000

Covers Sexual Abuse, Mental Abuse, Physical Abuse and Emotional Abuse.

Auto Insurance –

Selective Insurance

Sept to Sept of each year, 9-20-17 renewal cost \$ 321

Limits: Per Occurance \$ 1,000,000

Non-Owned Vehicle or a “hired” vehicle [such as a rented vehicle]. Liability damage we cause to others, does not cover damage to my personal vehicle.

Crime

\$250 Deductible

Selective Insurance

Sept to Sept of each year, 9-20-17 renewal cost \$ 268

Limits: \$ 25,000 [5weeks per year double coverage]

Employee thief of money; embezzlement; transfer of funds from an Immanuel Bank account to a Non-Immanuel Account. Disappearance of money.

Commercial General Liability Insurance

Selective Insurance

Sept to Sept of each year, 9-20-17 renewal cost \$ 5,035 [See schedule for coverage]

Anything the church would do negligently to cause injury to a person [Slip & Fall] or damage to another person's property. [Example air conditioner falls off roof and lands on a vehicle.] Has “GoodWill” coverage up to \$10,000 per accident, to avoid lawsuits.

Property Damage

Selective Insurance

\$ 5,000 Deductible [See schedule for coverage]

Sept to Sept of each year, 9-20-17 renewal cost \$ 10,025

Covers damage to our buildings and personal property.

Employment Practices Liability Insurance

United States Liability Ins Co [USLI]

Limits: Per Occurance \$ 1,000,000 Aggregate Limit \$ 1,000,000

Jan to Jan of each year, 1-30-17 renewal cost \$ 3,372.00

Anything that arises from an “employment issue” such as:

Wrongful Termination; Discrimination; Sexual Harassment; Failure to Promote etc.

Umbrella Insurance

Selective Insurance

Sept to Sept of each year, 9-20-17 renewal cost \$ 1,971

Limits: Per Occurance \$ 1,000,000 Aggregate Limit \$ 3,000,000

Volunteer Accident Insurance

QBE Insurance [Paid via CJ Thomas Co]

Sept to Sept of each year, 9-20-17 renewal cost \$ 300.00

Accident Coverage for medical, to cover any cost that their personal health insurance does not cover. [\$100,000 limit] **In case of a claim call Rik @ 314-303-7083** for him to walk us through the claim process. Death Benefit \$ 25,000 and Dismemberment up to \$ 50,000

Workers Compensation

Hartford Insurance

Sept to Sept of each year, 9-20-17 renewal cost \$ 6,326

..... Coverage for employees who are hurt while performing their duties as an employee.

IMMANUEL LUTHERAN CHURCH DASH BOARD

Three Month General Giving vs Projected General Giving

| | Giving | Projected | Variance |
|------|------------|------------|----------|
| 2017 | \$ 193,707 | \$ 191,000 | \$ 2,707 |
| 2016 | \$ 195,566 | \$ 193,000 | \$ 2,566 |

Giving - GENERAL

2017

2016

| | | | |
|---------------|------------|---------------|------------|
| May 31, 2017 | \$ 59,899 | May 31, 2016 | \$ 66,757 |
| June 30, 2017 | \$ 55,854 | June 30, 2016 | \$ 55,850 |
| July 31, 2017 | \$ 77,954 | July 31, 2016 | \$ 72,959 |
| 3-month total | \$ 193,707 | 3-month total | \$ 195,566 |

Giving - CAPITAL CAMPAIGN - Mortgage Payment

| | | | |
|---------------|-----------|---------------|------------|
| May 31, 2017 | \$ 23,196 | May 31, 2016 | \$ 50,815 |
| June 30, 2017 | \$ 31,973 | June 30, 2016 | \$ 30,932 |
| July 31, 2017 | \$ 44,503 | July 31, 2016 | \$ 40,404 |
| 3-month total | \$ 99,672 | 3-month total | \$ 122,151 |

LCEF Obligation over 3 Months \$ 104,298

Obligation \$ 104,298

Attendance Worship Services

2017

2016

| | | | |
|---------------|-------|---------------|-------|
| May 31, 2017 | 2,489 | May 31, 2016 | 2,976 |
| June 30, 2017 | 2,100 | June 30, 2016 | 2,156 |
| July 31, 2017 | 2,629 | July 31, 2016 | 2,540 |
| 3-month total | 7,218 | 3-month total | 7,672 |

Attendance Bible Class

2017

2016

| | | | |
|---------------|-----|---------------|-----|
| May 31, 2017 | 242 | May 31, 2016 | 246 |
| June 30, 2017 | 109 | June 30, 2016 | 180 |
| July 31, 2017 | 275 | July 31, 2016 | 269 |
| 3-month total | 626 | 3-month total | 695 |

Baptisms

2017

2016

| | | | |
|---------------|----|---------------|---|
| May 31, 2017 | 7 | May 31, 2016 | 4 |
| June 30, 2017 | 0 | June 30, 2016 | 3 |
| July 31, 2017 | 3 | July 31, 2016 | 2 |
| 3-month total | 10 | 3-month total | 9 |

Principal's Report for the August 26th BOD Retreat

- 1) 318 students K-8. 502 with preschool. We have some REALLY great new students. Detailed enrollment update presented at the meeting.
- 2) Our brand new teachers are beyond what I would ever expect brand new teachers to be. They are a joy to be around and serve with. The returning staff had a great time at PD on August 8th at LHS
- 3) Back to School Night on Sept 14th.
- 4) We have a new "Service Elective" that has 45+ of our Junior High kids enrolled in it. They will be reaching out to the community and beyond to serve.
- 5) THE ECLIPSE was really great and went quite well. We had 120 students from Immanuel St. Charles come out and share activities with us during that day. Thank you to Chris Grubbs for all of the work she put into that day.
- 6) Abby Ferguson will be going on maternity leave during Christmas break. I will be contacting the Concordia's to see if they have a new December graduate who would like a long term sub job in 1st grade. I cannot request that until after September 1st.
- 7) We are all very excited about the new phone and intercom system. Thanks to so many people for their hard work this that project.
- 8) Still waiting for St. Charles County to give a building permit. I have so many people in a holding pattern until we get that it is unbelievable..
- 9) We are having mulch delivered on September 8th. Mike Fridley will be heading up this effort, especially with equipment. I have asked for volunteers to help that evening spread mulch on the preschool and K-8 playground. If you would like to help, contact me at adolak@ilcsw.net
- 10) Thanks to Roger, Jim, Amy and Kaleb with their help getting the new and free desks from St. John's Ellisville. It was so helpful and saved us a lot of money.
- 11) **New Business** to discuss: a new AED for downstairs. Presentation during new business

Senior Pastor's Report

BOD August 2017

1. Fall Schedule Starting Back up

Tuesday morning Bible Study resumes September 5 at 6 & 9 am

Regular responsibilities at School chapels

2. New Worship Series for September & October

Liar, Liar: The Truth about the Lies We Believe

Sola! The Basics of the Reformation

3. Prospectus

Some minor adjustments needed before resubmitting

Dr. E. David Dolak continues to assist

4. The Regular Stuff

Visited Potosi Correctional Facility

Nursing Home service at Parklane every first Wednesday

Hospital visits being shared with Pastor Roma.

Shut ins rotated monthly with the even numbered months being covered by me

2 Upcoming weddings: September 2 & 23

To: Board of Directors
 From: Maureen Kuhlmann, Treasurer
 Date August 26, 2017

It is time that we start planning for the next capital campaign.
 "Immeasurably More" is due to end as of April 2018.
 With our current shortage of available funds due to school expansion, we need to cautiously consider our course of action. Following is a brief overview of the current & prior campaign.

| Uplifting January 2012 - December 2014 | | Immeasurably More February 2015 - August 13, 2017 | |
|---|--------------|---|--------------|
| Goal \$ 1,000,000 | | Goal \$ 1,500,000 | |
| Amount Pledged | \$ 959,660 | Amount Pledged | \$ 1,420,506 |
| Total Amount Received | \$ 1,053,130 | Amount Received thru 8/13/17 | \$ 1,250,429 |
| Excess Funds over pledged | \$ 93,470 | Funds still need to reach GOAL | \$ 249,571 |
| Non Pledged \$ Given | \$ 119,185 | Non Pledged giving thru 08/13/17 | \$ 94,246 |
| Total Expenses | \$ 1,070 | Total Expenses: | \$ 58,876 |
| (Committee member, Scott Hayes, donated most of the costs for this campaign) | | Capital Funding Services * | \$ 47,040 |
| | | Congregational dinners: | \$ 5,900 |
| | | Other expenses: | \$ 5,936 |
| | | Postage; Banners; cost of & printing of letterhead, envelopes, devotionals, contribution cards, postcards and devotionals; magnets; etc | |
| | | *Benefit to using LCEF Capital Funding Services ILCSW received a break on the loan interest rate to 4.75% for the first 5 years vs. 5% for 10 years | |

Bottom Line:

What are we going to bring to the voters in September? There is no money budgeted for a capital campaign. What funds will be used for a Capital Campaign? Possibilities:

- Immeasurably More reserve funds (currently \$ 390,800)
- Thrivent Funds (currently \$ 19,800)
- Schramm Estate (currently \$ 10,000 - \$ 12,000)