

St. Philips Board of Administration Meeting
September 25, 2012
6:45-8:45

Members Present: Pastor Jan, Pastor Joel, Margo Tech, Dick Kruse, Harold Lundberg, Deb Carroll, Gina Paton, Matt Johnson, Norm Schultz, Miriam Jensen, Tim Hardy, Teresa Karsten

1. Devotions/Discussions: Pastor Joel

2. Consent Agenda: Minutes of August 28th, 2012 Board Mtg. approved.

3. Financial Reports

Budget accepted.

- Teresa Karsten provided clarification to questions related to the Statement of Income and Expense by Account, August 2012 for the General Fund. We are currently behind by approximately \$56,700 when comparing year-to-date expenses to income. The congregation will be provided with summary information regarding the updated financials in the November issue of *The Friend*. M/S/C to approve the updated financials.

- Shepherd's Staff has a bank reconciliation component so "hand reconciliation" will no longer be necessary. Nancy Lilja-Nerheim will work with Howard Thompson to familiarize him with that part of the program.

- All Committees Meeting – Updated budget information will be prepared for each of the committees for the upcoming 10/2/12 meeting.

4. Old Business:

a) Update on the electronic sign

b) Child Care Task Force met for a 3rd time on Wednesday, Sept 5th. They talked more about the costs of things needed, costs of insurance and liability. They also looked at fees for other centers in the area. They had lengthy conversations about the many different pros and cons. However, in the end decided that we could not support starting our own childcare center at St. Philip's at this time due to costs and the current financial situation of the church.

M/S/C to accept the Child Care Task Force's recommendation to not start a child care center at this time.

c) October All Committees Meeting – Oct. 2, 7:00 Updated budget information and check request procedures will be provided to each committee. Norm Schultz also will make a presentation on the Board's vision/mission process.

d) HR update – Matt Johnson will follow up with Sue Neisen regarding an exit interview.

5. New Business:

a. Property and Grounds Update:

Greg Rosholt distributed and reviewed a list of projects for the remainder of 2012, 2013, and post 2013. The Board expressed appreciation to Greg and his Property and Grounds for all the hard work they were doing.

b. Stock donation forms:

Corporate Resolution – Greg Rosholt presented two corporate resolution forms that need to be updated to allow stock donations to be transferred to St. Philip’s account. Miriam Jensen as Board secretary and Nancy Lilja-Nerheim as Office Manager will be authorized signers.

c) Garage Sale Committee Funds update: Dick Kruse provided a list of the 2012 Garage Sale Funding Requests. The Garage Sale Committee received committee and staff funding requests in the amount of \$59,363 and approved \$29,913, which included \$10,000 for the general fund. Consistent with a decision prior to the garage sale, 10% of the profits (\$4,000) was allocated to the Benevolence Committee.

d) Continue the conversation about our Vision (Facilitator Norm Schultz)

e) Nominations for Open Spots for 2013: Board members to be discerning possible candidates for open slots and providing the names to Matt Johnson.

f) Formation of 2013 Budget Committee – Teresa Karsten, Dick Kruse, Margo Tech and Pastor Joel

6. Adjournment: The Lord’s Prayer 9:30

Next Meeting: Tuesday, October 30, 2012, 6:45