**ST. PHILIP’S LUTHERAN CHURCH**

**6180 HIGHWAY 65 NE**

**FRIDLEY, MINNESOTA 55432**

**Board of Administration Meeting Minutes**

**April 26, 2016**

**6:45pm**

**Opening Prayer**

Almighty God, draw our hearts to you, guide our minds, fill our imaginations, control our wills, so that we may be wholly yours. Use us as you will, always to your glory and the welfare of your people; through our Lord and Savior Jesus Christ. Amen

1. **Lasting Impact - Conversation 2 –**The norm for attendance has fallen to every other week due to non-relevance and conflicting. What primarily drives people to come to church: guilt, people/relationships, recharge thru sermon and reaffirmation of being Lutheran. Can we improve our service to draw new people, but still appeal to our existing congregation? Hold list of people impacted by church until next meeting.

1. **Members in Attendance**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Mike Youngberg | X | Nina Ball | X | Kathy Pullen | X |
| Val Sperry | X | Dawn Hansen | X | Betty Schweppe | X |
| Howard Thompson | X | Brad Heitland | X | Pastor Mollie | X |
| Angela Anderson | X | Bryant Holmstrom | X | Jeannine Arcand | X |

1. **Approve Agenda and Minutes**
2. March 2016 Meeting Minutes –M/S/C
3. April 2016 Agenda –M/S/C with modifications
4. **Property & Grounds Presentation – Dick Kruse**

Presentation of 2016 Projects.

Garage and shed storage facility – This area is very visible from HWY 65 and the columbarium. It is in disrepair and surrounded by dumpsters. Garage is not large enough to support storage need. Propose 588sf to 1488sf and complimentary to main church architecture with an enclosure for the dumpsters. City is very supportive. The

* ROM is $65 – 90K + 10k for trash enclosure depending on volunteer input. Trailer storage is not included in garage SF.
* Disaster relief has ear marked $4k toward the facility.
* Evaluating feasibility of establishing a Benevolence fund to save for the garage in 2-3 years.

Fellowship Hall – Recommend carpeting, using carpet squares.

* $7-15K . Followed by new sound system and portable staging to make the Hall more attractive for rental.
* Serving area around kitchen has to be carpet free.

Energy Efficiency Improvements- Energy efficiency audit showed many leaks.

* $35k with approximately 3yr payback.

Fire Alarm system is obsolete and requires upgrade.

* New control board and enunciator has been ordered under Building for the future. Installer cited system is out of code.
* Estimate is being developed, Need 3-4 year plan for city.

Stain glass windows require resealing - $49K

Suggest setting up a capital replacement fund.

1. **New Member/transfers**

8-10 new members to be received in May.

1. **All Committee Reports**

 **Committee Meeting Minutes submitted**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Benevolence & Social Concerns | X | Financial Management | X | Property & Grounds | X |
| Education | X | HR |  | Worship, Music & Arts |  |
| Evangelism |  | Parish Fellowship | X | Youth | X |
| Stewardship |  |  |  |  |  |

Other Meeting Minutes submitted:

1. Heritage Committee
2. Endowment
3. HR did not hold meeting, but did hold exit interview with Emily.
4. **New Business**
5. BOA Covenant of Conduct – Tabled until May
6. Financial Report – Howard Thompson -
* Budget for March - $ 83,645 Income/ $68831 Expenses
* Actual for March - $ 81557 Income/ $ 64745 Expenses
* YTD Budget - $219,284 Income/ $214,086 Expenses
* YTD Actuals – 215,950 $ Income/ $ 206,148 Expenses
* Building for the Future: received $167,203
* Mortgage Retirement Plan: status to be briefed April 30, 2016
* Endowment funds released this month.
1. Authorization to conduct Donation Transactions– M/S/C
* Approve corporate resolution
* Jeannine and Amada to be authorized
1. **Old Business**
2. Capital Funds update – See Financial Report
3. **Upcoming Dates:**
* May 7 – Saturday Supper
* May 9 – 7PM All Committee Meeting
* May 21 – Grounds Clean-up
* May 22 - Music Sunday
1. **Next Board Meeting:**  May 24, 2016 - 6:45 PM