

**ST. PHILIP'S LUTHERAN CHURCH  
6180 HIGHWAY 65 NE  
FRIDLEY, MINNESOTA 55432**

**Board of Administration Minutes  
February 26, 2013**

**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

**Members present:** Pastor Joel, Pastor Jan, Deb Carroll, Miriam Jensen, Matt Johnson, Brad Heitland, Norm Schultz, Ron Ackerman, Joel Young, Harold Lundberg, Val Sperry

1. **Devotions:** Miriam Jensen. Share joys and concerns
2. **February 26, 2013 Agenda and January 22, 2013 Minutes – M/S/C**
3. **New Members/transfers** – Miriam will ask Wanda to forward this information to her prior to each board meeting.
4. **New Business:**
  - A. **Financial Report** – Ron Ackerman distributed financial report for January, 2013 and instructed the board in how to read the information. It was suggested that past financial reports be available in order to compare monthly fluctuations.  
  
Financial report – M/S/C
  - B. **Responsibilities/Expectations of Board and Committee members** – Each member should have available: constitution and bylaws, directories, time and talent information. This can be distributed either by zip drive or hard copies.
  - C. **Mission/Vision Implementation** – Discussion on what is the best way to distribute this information to the congregation.
  - D. **Board Liaisons for Committees:** Discussion on the relationship between the board and the committees. Matt has compiled packets for each committee to review their constitutional responsibilities as well as questions and topics to discuss. Board liaisons will meet with their committee chairs at the orientation meeting on March 23, 2013 to review these packets.

Committee Chairs are responsible for recruiting committee members. How can Board liaisons help with that task? Ideally, if we present our vision and mission,

we can invite people to join in, rather than just filling empty slots.

**Board Liaisons**

**Benevolence:** Val Sperry

**Business Management:** Ron Ackerman

**Education:** Deb Carroll

**Evangelism and Communication:** Matt Johnson

**Human Resources:** Joel Young

**Parish Fellowship:** Miriam Jensen

**Property/Grounds:** Arlene Retzer

**Stewardship:** Harold Lundberg

**Worship/Music/Arts:** Norm Schultz

**Youth:** Brad Heitland

**Endowment:**

**D. Nominating Committee :** The Bylaws state that the nominating committee cannot serve two consecutive terms. Current nominating committee members served during 2012. As an oversight, they were reinstated for 2013. The best option would be to ask them to resign and appoint new nominating committee members. Matt will follow through.

**E. Childcare Center/Garage Sale Update:** Pastor Joel explained that childcare center financing was not feasible for the potential renter. He may be interested in trying again at a later date.

Pastor Jan is meeting with the garage sale committee to discuss their next steps. Currently there are no garage sale chairpeople.

**E. Synod Assembly:**

1. May 31 and June 1 at Shepherd of the Lakes in Prior Lake, MN
2. Delegates: Matt Johnson, Margo Tech, Judy Simko, Joel Young. We can take 2 more.
3. Conference Assembly for delegates – 3/10/13, 2-5 p.m., Christ Lutheran Church in Blaine, MN

**F. Sign Messaging:** Pastor Joel distributed a sign/monitor message guideline sheet. Nancy Lilja-Nerheim is the contact person.

**5. Upcoming Dates:**

March 3, 2013 – Installation of Board Members and Committee Chairs – 8:30 and 10:30

March 23, 2013 – Board Member/Committee Chair Orientation: Board Members only 8:30-9:15; Board Members and Committee Chairs 9:15-10:00

April 9, 2013 – All Committees Meeting – 7:00 p.m.

**6. Discussion of Mortgage Payoff proposal:** Greg Rosholt presented an option for helping to pay off the mortgage earlier. Board discussed options of presenting this to the congregation.

**Adjournment:** The Lord's Prayer – 8:30

**Next Meeting:** March 26, 2013, 6:45, Devotions – Joel Young