**ST. PHILIP’S LUTHERAN CHURCH**

**6180 HIGHWAY 65 NE**

**FRIDLEY, MINNESOTA 55432**

**Board of Administration Meeting Minutes**

**January 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. **Devotions –** Pastor Joel – Ezra 1:1-4. Israelites are still in exile. Cyrus king of Persia was charged to build the house of the god of Israel in Jerusalem. Experience of being in exile or separated from the church and the reality of the return can be applied to today’s church and the attempt to bring people back to God.

1. Members in Attendance

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Ron Ackerman | X | Gary Blomster | X | Kathy Pullen | X |
| Mike Youngberg | X | Phyllis Ehlers |  | Val Sperry | X |
| Howard Thompson |  | Dawn Hansen | X | Pastor Joel | X |
| Angela Anderson | X | Brad Heitland |  | Jeannine Arcand | X |

Additional Attendees: Pastor Mollie and Greg Rosholt

1. **Approve Agenda and Minutes**
2. December 2015 Meeting Minutes- MSC
3. January 2016 Agenda - M/S/C
4. **New Member/transfers**

None

1. **All Committee Reports**

 **Committee Meeting Minutes submitted**

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

Other Meeting Minutes submitted in January:

1. Heritage Committee
2. **New Business**
3. Mortgage Retirement Plan – M/S/C

Presented by Greg Rosholt-Financial Advisor

* $191,000 remaining mortgage
* $120,000 in gift funds + 1 year of mortgage payments to pay-off
* 6 people indicated would donate $10,000 each
* This would eliminate the monthly payment of $6907 for next year and beyond.
* Raising/ Marketing Strategy
	+ Request special gifts to generate the additional $60,000
	+ Post Bulletin Board tracking goal
	+ Send letters to people who may be interested.
	+ Add to Annual Meeting Agenda
1. Financial Report – M/S/C
* Budget for December - $ 102,851 Income/ $ 66,795 Expenses
* Actual for December - $ 85,407 Income/ $ 62,890 Expenses
* YTD Budget – $ 801,983 Income/ $ 799,155 Expenses
* YTD Actual - $ 792.012 Income / $ 788,384 Expenses
* Building for the Future: $162,437 received YTD.

2015 was within 0.1% of planned income and expenditures.

Only remaining loan is the Mortgage

1. 2016 Budget Review and Approval – M/S/C

Reductions in Benevolence and elimination of staff raises proposed to resolve 2016 budget shortfalls due to loss renters – 7th Day Advent, Camila Rose and increase in staff to fill full staff plan.

If shortfalls are resolved after 1st quarter, staff raises should be reconsidered.

Develop Budget Committee to review Budget regularly to propose adjustments.

1. Annual Financial Audit – M/S/C

Audit was performed on Jan. 19, 2015

Overall went well.

Recommendation and Findings include –

Improved security for computers and personnel information,

Recommend purchasing a “Fire-Proof” cabinet for important records

1. 2016 Annual Meeting Agenda Review and Approval- M/S/C

During 2016 Budget add mention of the Mortgage Retirement Plan

Meeting to be held in the Sanctuary which supports slides

1. **Old Business**
2. Capital Funds update – See Financial Report
3. Stewardship

Performing demographic study of annual offerings

1. Update on “Sock it to Winter” – Val Sperry

Collected 2 boxes of kid socks and 3 boxes of adult socks

1. **Upcoming Dates:**
* February 7 - Annual Meeting
* February 21 - Lasagna Fundraiser
* February 10 – Ash Wednesday
1. **Next Board Meeting:**  February 23, 2015 - 6:45 PM

Devotions – Mike Youngberg