

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

**Official Minutes
Board of Administration Meeting
August 6, 2018 7:00 p.m.
One meeting only for July & August**

Meeting was called to order at 7:06 p.m. by Board President Valerie Sperry.

Members in attendance:

Valerie Sperry, Jennifer Prasek, Carol Anderson, Marlin Sorum, Bryant Holmstrom, Barbara Cooper, Judy Greer, Michelle Angerhofer

Staff in attendance:

Pastor Mollie Dvorak, Jeannine Arcand

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: Jennifer Prasek

2. Checking In –The board shared personal stories. During this time we had ice cream and fresh peaches to acknowledge Mollie's last meeting with the board.

3. Consent Approval:

- A. June 21, 2018 Minutes Moved (M)/Seconded(S)/Carried(C)
- B. August 6, 2018 Agenda – M/S/C as amended. Added to New Business - planning ALL committee meeting.
- C. June and July 2018 Committee Reports
- D. Congregational Meeting July 22, 2018 M/S/C

4. Congregational Life Events for BOA Membership – New/Transferred/Released –

Released through Death: None

Baptism: Cayde Wagner (August 5, 2018)

New Members: None

Transfer: Wallace and Beverly Helmbrecht to Faith Lutheran.

Released: Ken and Pam Yell; Brad and Kandace Heitland, Elijah, Ella and Elliott.

5. Financial Reports: Treasurer, Bryant Holmstrom - Financial report for June 2018.

We are riding along with the plan, actually ahead of plan in income and expenses. Both are at 52%.

6. Pastors and Administrator Reports and Committee Reports:

Pastor Mollie - WorshipLifeTaskForce (WLTF) – This committee has met to study and review the worship life at St. Philip's. After Pastor Mollie's departure, Dawn Hansen and Judy Greer will keep the group going. There is a fall deadline for written materials for the pews to be written.

Jeannine (Office Manager) – Sound panels are being installed in fellowship hall. Much time has been volunteered for this project by Spence and Gay Minear and Bob and Becky Becker. The project will take about 2 weeks.

The church host job description was updated by HR. Jeannine said the groups have settled in and are more consistent so that the need for a host is not as pressing. Jeannine wants to have a meeting with all rental groups to go over our policies and answer any questions they might have. At this time no Sunday host has been hired.

Committee Liaisons – Judy Greer reported that the food shelf is growing each day. A refrigerator was purchased so now they can give out milk, butter, fresh vegetables. She encouraged board members to come visit the food shelf.

Barbara Cooper reported that Benevolence is again collecting backpacks. The board committed to 20 backpacks.

7. Old Business:

- Summer worship schedule/ Wednesday update – Pastor Mollie – Final worship this Wednesday. Because of the hot weather and the inability of securing a bouncy house or tent, the worship will be held in the sanctuary. Sloppy Joes will be on the menu. One special event will be to “frost your own sugar cookies”.
- Amazing Grace Church (AGC) update – Valerie – In July, the Executive committee met with Pastor Bee and others from Amazing Grace Church, to talk about the covenant between St. Philip's and Amazing Grace. Pastor Deb Stehlin, from the ELCA, was also present to mediate the process. Pastor Bee will be getting an office in Room 10?? He can also use the walls outside the room for a bulletin board or whatever. Twice per month a women's ministry will be held Saturday afternoon. AGC has also asked to use the gathering corner on Sunday for coffee. Val will follow up with Pastor Deb about a written copy of the covenant.
- Review/recap of congregational meeting to call Pastor Matt – Jennifer Prasek thanked everyone who helped with the meeting, including the staff for printing the brochure.

created by Bob Becker. Jennifer was amazed that only 3 questions were asked. The vote to call Pastor Matt Flom was 193 Yes/ 3 No.

- 60th Anniversary update – Fundraiser Details Valerie/Carol- Carol explained what Parish Fellowship is working on in terms of food and table decorations. Ongoing discussion about whether or not to do a fundraiser along with the celebration. Suggestions have been to fund carpet for fellowship hall &/or put money towards organ repair. Val suggested a 60 for 60 fund drive. Another comment was that if we're going to do something there needs to be a reason why. We can't just do it to do it. Pastor Mollie suggested that this would be part of our Stewardship Campaign. There was caution to not set up silo ministries...we need to think of all the needs in the church.
- Distribution of Moss/Kurtz fund – Pastor Mollie presented recommendations on how to allocate the remaining money from the Kurtz/Moss funds from the 2017/2018 disbursement. The board discussed it and the following was approved M/S/C:
\$250 for a new video camera for recording worship services in the sanctuary
\$1000 for pastoral transition expenses
\$500 to be used by Parish Fellowship for 60th anniversary event in October
\$841.46 to be used for Pastor Matt's discretion in the months to come.

8. New business:

- Covenant of Mutual Respect and Trust – What's next? Valerie presented an abbreviated version of the original document. The board voted to see what version to use. Four to four vote... so we will read the short version and put the full version in the bulletin. M/S/C
- Music Staffing Update – Pastor Mollie – Interviewed Jeffrey Langevin for Music Coordinator position. He will be starting seminary and has a major in music performance as well as playing 10 instruments. He will also start as interim choir director with a review date of his status in January 2019. The board approved Jeffrey for the position pending final decision being made by worship band after Tuesday rehearsal. M/S/C with one abstention.
- Memorial plaque for Norm Johns – Pastor Mollie tried to get in touch with his daughter. Norm Johns did bronze statues and woodworking at St. Philip's. His daughter would like a memorial plaque in honor of the art work of Norm Johns. A suggestion was made that a memorial bench be inscribed. Mollie will reach out to the daughter to suggest the bench idea.
- ALL Committee discussion – Val is looking for help with treats. Judy, Carol and Michelle will help. Hoping for a good turnout.
- Pastor Transition – Valerie – Mollie will be here for 4 days of transition week of August 20th. The board talked about an installation date for Pastor Matt, possibly September 16th?

John Hulden will be here for Pastor Mollie's last day. Blessing of the Beginnings service will be September 23rd.

With the early departure of Pastor Christine, Pastor Mollie took on the senior pastor duties. The board increased her salary to match her responsibilities. The board approved a 2 month severance for Pastor Mollie as a thank you for helping us in transition. The board also approved having a separation document written between Pastor Mollie and St. Philip's M/S/C, on the advice of Howard Helgen. Parish Fellowship will be doing a reception for Pastor Mollie of doughnuts, diet coke, grapes and cheese.

9. Reflection Time: What have we done to further the ministry of St. Philip's tonight? WE have taken steps to transition our leadership in a joyful manner, although bittersweet to see Mollie go, we are showing appreciation for Pastor Mollie's ministry.

10. Adjournment: Meeting was adjourned at 9:55 p.m. by President Valerie Sperry. We ended the meeting with The Lord's Prayer.

Upcoming Dates:

BOARD Meeting
Tuesday, September 25, 2018 7:00 p.m.

ALL Meeting
Monday, October 9, 2018

EXECUTIVE COMMITTEE
TBD

Minutes submitted by Carol Anderson, St. Philip's Board of Administration Secretary