

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

**Board of Administration Minutes
March 25, 2014
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 Jan: Luke 8. Members present: Arlene Retzer, Pastor Jan, Phyllis Ehlers, Pastor Joel, Joel Young, Gary Blomster, Ron Ackerman, Nicole Christensen, Val Sperry, Todd Schellenberg

2. Approve March Agenda and February Minutes - 6E amended – M/S/C

3. New Member/transfers – M/S/C

- Jean Goldsberry - released, moved to Florida 2/5/14
- Philip Goldsberry - released, no forwarding address 2/5/14
- Byron & Leslie Schmid - transferred to Abiding Savior in Mounds View on 2/10/14

4. All Committee Reports (Todd forwarded) – M/S/C

5. New Business

A. Financial Report – Ron Ackerman – **M/S/C**

- Ron is attending a seminar on 4/29 regarding non-profit assistance fund

B. Thank you cards for the out-going board members – signed by Board, Todd will send out

- Matt Johnson
- Miriam Jensen
- Deb Carroll
- Harold Lundberg
- Norm Schultz

C. Parish Fellowship summer brunch

- List of dates distributed
- Concern expressed about how much work this tends to be for some committees with low numbers helping
- Concern about food waste that tends to happen on low attended Sundays

- Parrish Fellowship does not pick up open weekends that committees do not fill
- Anyone can help with brunches, folks do not have to be part of a committee
- BOA will serve on 6/22, Phyllis Ehlers will let Kathy Swanson know

D. New Board Member photos

- Dick Kruse has graciously taken these for us in the past, Joel Young will contact him about doing it again for new Board Members this year
- Val Sperry will remove out going Board Members photos
- New Board Members can put up their own temporary photo for now if desired

E. Worship, Music and Arts Committee - Saturday services update

- Nicole Christensen attended and updated us of their meeting from 3/10
- WMA's vision of their framework as well as a list of observations and actions items were distributed
- Goal is more communication and collaboration between all three services to make any and all members or guests feel welcome no matter what service they attend; emphasis on hospitality and making all three worship services as good as they can be

F. Letter from Sekenwa

- Read by Pastor Jan
- Sekenwa Briska went to Luther Seminary and he and his family were members of St. Philip's, now residing in Nigeria
- Lots of unrest and violence in their daily lives, tragically he's lost 4 family members to date
- Expressed we keep the faith and is still grateful for the time here and presence of God in his life

6. Old Business

A. NCD Update

- They are still analyzing a lot of data and feedback
- Refining/narrowing the focus to areas of concern
- Determining how to address these and which Committees to invite
- Action plan won't be rolled out until probably this fall
- Next meeting is 4/11
- Feel free to check the NCD blog at your leisure

B. Staffing Update (Custodian, Youth Director, Visitation Ministry Leader)

- Custodian

- Katie Swenstad officially started yesterday (3/24)
- Interviews for a part-time custodian are in process
- Youth Director
 - HR Committee finalized the position description which was passed out
 - Questions about what has changed – more things added and refocused than changed
 - Joel Young went over a few things that were new and added such as program responsibilities
 - This is a full time position
 - This position deals with the youth (middle and high school) and young adults while Carly Tappe deals with education – preschool through elementary school
 - Discussion on priorities within position description
 - Candidate will work closely with Pastor Joel to develop job responsibilities, this will be fluid depending on what needs to be accomplished
 - Joel Young will revisit any prioritizing of position descriptions with the HR Committee
 - Motion to approve new position description for the Director of Youth and Young Adult Ministry – **M/S/C**

C. Ministry Fair

- Tabled/holding until summer or fall

D. Garage Sale

- Meeting next week
- Still taking recommendations from Committee chairs

E. Nominating Committee members

- Keep considering who to nominate in the next few months

F. 2014 Synod Assembly Delegates

- Dates are 5/2 and 5/3
- Keep considering who could attend, anyone from the board?
- Great opportunity to attend at least once

7. Upcoming Dates:

- Board Member & Committee Chair Commissioning - 3/29 & 3/30
- LuAnn Ferguson from the Mission Investment Fund, presentation at 7:30 on April 22nd
- All Committees Meeting – May 12th, 2014
- Youth Plant Sale 5/17 & 5/18
- Spring clean up date 5/17

8. Next Board Meeting: April 22nd, 2014 - 6:45, Gary has devotions

