**ST. PHILIP’S LUTHERAN CHURCH**

**6180 HIGHWAY 65 NE**

**FRIDLEY, MINNESOTA 55432**

**Board of Administration Meeting Minutes**

**March 24, 2015**

**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 –** Ron Ackerman -Spring Clean your Spirit by Henck –Psalm 51 -Create in me a pure heart O lord. Fling wide the windows of your soul and let Jesus in to de-clutter. Invite Jesus to clean every nook and cranny of your heart.

Members in Attendance

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

**2. Approve February Agenda and January Minutes**

1. February 2015 Meeting Minutes –M/S/C
2. March 2015 Agenda - M/S/C

**3. New Member/transfers –** none.

**4. All Committee Reports –**

1. New member recruited for WMA
2. 2 members recruited for decorating committee

**5. New Business**

1. Financial Report – Howard Thompson – M/S/C

* YTD income is 111.38% of plan.
* YTD expenses are 92.80% of plan.
* Building for the future – Pledges $153409, Received $104,763, unpledged $18,489

1. Summer Brunch –

* BOA - Scheduled for August 16.
* No brunches on holiday weekends.
* Several open weekends.

1. Red Cross Renewal Form approved for submittal

* Red Cross Certificate received.
* Certificate to be posted and notification added to the friend for Aril or May

**6. Old Business**

1. NCD Update – No update
2. Capital Funds update
3. Staffing update – M/S/C

* Megan’s last day is this week
* Ad posted and 30 applicants responded
* Publications and Membership Coordinator, 34 hrs/wk plus benefits
  + Description developed by Jeannine and Pastor Joel.
  + Administrative assistance with emphasis on publications.
* Position Description presented for BOA approval.

1. Columbarium Committee update – No update
2. Call Process update provided by Mike Youngberg and Pastor Joel.

* There are 7 candidates.
* Interviews to begin in April.

1. Nominating Committee update - No update
2. New Committee Chairpersons/Members Orientation update

* Jeannine and Megan attended, observation was well attended
* Reviewed communication protocol
* Standard form was provided for committee minutes.
* Reviewed standard request forms.
* Committee member lists were provided to each Committee to update and return to Jeannine to update the e-mail lists

1. Potential Daycare Center update

* Sherry sent an e-mail requesting hold until end of summer due to family emergency.
* Need to provide an answer to the Garage Sale for room availability by May.

1. **Upcoming Dates:**

* Property & Grounds is also planning Grounds Clean-up on May 16th.
* Youth Plant Sale is May 16th - 17th
  + Val Sperry to coordinate with Property & Grounds
  + Ron to request Wednesday work crew clean the Plant sale corner prior to May 16th.
* Festival of Tables is April 18th.

1. **Next Board Meeting:** April 28, 2015 - 6:45pm

Devotions – Angela Anderson