

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

**MINUTES: Board of Administration Meeting March 28, 2011 6:30 P.M.**

**Call to Order:** Meeting was called to order by President Bob Becker

**Members Present:** Bob Becker, Wylie Klawitter, Gina Paton, Carol Anderson, Matt Johnson, Jeff Overlie, Tim Hardy, Margo Tech, Dick Kruse, Leif Ronken, Pastor Chris Hagen & Pastor John Hierlinger.

**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:** "Power Surge" - Michael Foss Chapter 7

**2. Checking In:** Joys and Concerns

**3. Consent Agenda:** Minutes of Feb.28, 2011 Board Mtg. & All-Committee Report March 14, 2011 6:55-7:05 **Motion was made, seconded, carried to accept these reports.**

Transferred or Released:

Isaac & Nora Poole – Moved no transfer 2/11/11, Baptized – parents not members  
Marilyn & Kaleb Grandstrand – transferred to Trinity Lutheran Church, Thief River Falls, MN 2/15/11

**4. Committee Reports:** Evangelism and Social Concerns Earl Hatten

Earl told the Board that he was very grateful for the call to be Evangelism chairperson so that he could get back into the life of St. Philip's. He reported about several items his committee is working on: finding those members who sign the time/talent sheets for work on his committee; follow-up for those visitors who sign the Guest Book; reinstate the 'mug' program he initiated some years ago; new member sponsors; mitten program – greater than 200 mittens were made and distributed last year; Fridley and SLP summer parades; becoming more involved with inactive members and repeat visitors, especially Saturday service. The Board thanked Earl for coming to the meeting.

**5. Financial Reports:** February 28, 2011 Treasurer, Wylie Klawitter  
It was **M/S/C** to accept the financial as reported by Wylie.

## **6. Old Business:**

a) Review Emergency Preparedness progress – Renee Johnson  
Most recent information regarding the use of St. Philip's as a Red Cross shelter during a disaster. The Red Cross would look to St. Philip's. for help during displacement of people after a fire and perhaps as shelter if needed during a flood. The Red Cross held a 'walk through' of St. Phillip's and found the church to be an excellent facility. Rooms such as 6, 7, and 8 could be used for sleeping and room 1 as an office. The Red Cross was told that July would be a month the church was not available because of the garage sale.

## **7. New Business:**

a) Special Appeal Proposal – The Board, with the help of Harold Kurtz, is looking at dates to begin the appeal; establishing what the process will be and finding people to make calls to congregational members to fill the financial gap between giving and expenditures.

b) Review Boy Scout Policy on use of the church –Michelle Angerhofer came to the Board meeting to review how the scouting programs are setup and why they prefer churches to other venues for their meetings. St. Philip's would have an opportunity to become a 'charter' organization for pack 20, a group who needs a new home. Tim Hardy and Pastor John will work with the Youth Committee to consider the possibility. Tim will also update Mike Tipler on the process the Board is taking. Currently St. Philip's has a building use policy that would not permit the Boy Scouts to meet there. Another consideration is to look at allowing one Boy Scout/Cub Scout troop and one Girl Scout/Brownie troop. The Board thanked Michelle for her great contributions to this discussion.

c) Approve all appointees to committees of the church – The appointee list is not complete. Pastor John added all the names to the Education Committee and corrections were made to the current list... however, the Board did **M/S/C** the list as it is currently and will approve as other names are added. Other appointees: Steve Haglund agreed to be a Bank Reconciler; Cathy Anderson and Randee Arfmann agreed to fill the Resolutions Committee.

d) Review request to fund raise for victims of Japan disaster (Mike Anderson email/Jim & Carol Sack letter) – ELCA is setup with a response mechanism to disasters such as the one in Japan. Anyone who wants to contribute is encouraged to go through the ELCA. The Disaster Relief Team was able to send a contribution of \$500 because of generous donations by congregational members and others to their disaster relief efforts.

e) Organ repair @ \$8200 – The organ needs several repairs – 1) gasket reservoir, which is an immediate need @ \$1400 and 2) bending pipes 6-12 months should be repaired @ \$6800. St. Philip's has a beautiful instrument and must take care of it. Funding will begin with money from music department/WMA, request to Endowment, and request to garage sale for organ repair funds.

f) Food Perspectives Inc. – Gina is gathering information about the possibilities of using this group for fundraisers (we have used in the past) and using St. Philip's as a taste testing site. She will work with Stewardship and report back to the Board.

**8. Pastors and Administrator Reports:**

a) Farmer's Market – Pastor John has been working with the Anoka Growers Assoc. to use St. Philip's parking lot for a 'Farmer's Market' Tuesdays from 3-6PM starting in July. This is a trial period with no long term commitment to either group. Pastor John will work with the City of Fridley to see if they have special requirements.

b) Reports from Becky: Switching insurance company for Worker's Comp & employment practices to save \$1500; Telephone system is on decline and it is hard to find parts for repair – Leif Ronken will work with Becky, he has access to this same phone system; Internet was also down for 11/2 days and a big thank you goes out to Dick Kruse who worked to recover internet access; Becky provided a list of the Wednesday morning work crew; Thrivent Choice Dollars went to deferred accounts, over \$800 will go to General Budget.

**9. Call Committee Update:** Matt Johnson was eager to report to the Board that the Call Committee had received 20 applicants for the Senior Pastor Job! It was acknowledged by all that this was a lot of applicants. Of these 20, 10 will be contacted for interviews. Matt indicated these were all high quality candidates. The interview process will occur April 5-18.

**10. HR Committee Request:** The HR Committee is reviewing all staff job descriptions and asked for input from the Board on the job description for the Business Administrator position. Discussion followed with comparisons between a Parish Administrator and Business Administrator models.

**11. Reflection Time 8:40-8:50**

How did our conduct reflect Christ?

What decisions/discussions seem to be God's will?

How did we contribute to building this community of faith at St. Philip's?

**12. Adjournment:** The Lord's Prayer 9:45P.M.

**DATES:**

**ALL COMMITTEES**

Monday, April 11, 2011 7:00 P.M.

**EXECUTIVE COMMITTEE**

Tuesday, April 12, 2011 5:00 P.M.

**BOARD of ADMINISTRATION**  
Monday, April 18, 2011 6:30 P.M.

Minutes Submitted by Carol Anderson, Board Secretary