

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

MINUTES: Board of Administration Meeting June 27, 2011 6:30 P.M.

Call to Order: 6:30

Members Present: Bob Becker, Wylie Klawitter, Gina Paton, Carol Anderson, Matt Johnson, Margo Tech, Dick Kruse, Leif Ronken, Tim Hardy, Pastor Chris Hagen, Pastor Jan Hartsook & 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: Pastor Chris

2. OPEN MIKE:

- Al Spitzer recalled being on the Board when Pastor Chris came to St.Philip's. He told how Pastor Chris started the Board meetings by lighting a single candle and how this provided a calming and centering influence for the Board. Al thanked Pastor Chris for his time with the congregation and thanked the Board for their work.
- Greg Rosholt expressed concern that we 'stand' too much during the worship service.

3. Checking In: Joys and Concerns

4. Consent Agenda: Minutes of May 23rd, 2011 Board Mtg. & All-Committee Report June 13, 2011. A motion was **Made/Seconded/Carried** to accept both the May Minutes and the All-Committee Report.

Transferred or Released:

Scarlet Strehlow requested release lives in California (May 10)

Nathaniel Neisen released (May 11)

5. Committee Reports: Property and Grounds - Greg Rosholt

Members of the committee are Art Demeyer, Wayne Weeks, John Hastad, Jan Scovill, Maynard Stavenau and Mike Tipler.

Greg reviewed with the Board that the goal of his committee was to make the physical plant more effective and more efficient and to make the grounds more welcoming and a good first impression (for a new senior pastor!). Over the last year the committee has hosted Dumpster Day and Beautification Transformation. With the help of their members and others they have planted and swept and weeded and mulched. Current 'radar' issues

are lounge carpet, carpet for Camilla Rose room, cleaning out storage rooms, lighting issues to name a few. Bob Becker did ask Greg to look into providing a secure mailbox. The Pastors thanked Greg for his cooperation with staff and others in coordinating changes being made. The Board thanked Greg for his report and his hard work with the committee. It was noted that pastors coming for interviews are impressed with the maintenance of the facility.

6. Financial Reports: May 31, 2011 Treasurer, Wylie Klawitter

Wylie introduced a new format for the financial report. Increase over budgeted staff salaries was discussed. The report was **M/S/C**.

7. Old Business:

a) Special Appeal Update - as of June 17 \$61,963.67 – 148 people contributed to this appeal. (\$65,703.67 as of June 28, 2011)

b) Follow up Boy Scout questions from Pastor John to Jon Retzer – Pastor John had conversations with Connie Yerigan representing the Girl Scouts and Jon Retzer representing the Boy Scouts. They are very pleased to be offered space at St. Philip's for their meetings.

c) Becky Leicher report on part time custodial hours – Becky was on vacation but Pastor Chris reviewed some of the issues with the Board in regard to extra hours worked by the custodians. With the garage sale in July, custodians will be needed extra hours and their schedules will be adjusted accordingly. All requests for custodial help need to go through Becky so that she can monitor their worked hours to keep in line with the budget.

d) Church Communications Update – Bob Becker presented a 'Communication Strategy Draft' report from Heather Koshiol, in conjunction with Evangelism & Communication Chairperson Earl Hatten. The report will be read by Board members and all comments and concerns are asked to go to Heather by email and copy Bob. This will be discussed at a future Board meeting as well.

e) Call Committee Update – Matt Johnson reported that the Call Committee was conducting second interviews with a couple of candidates.

8. New Business:

a) Report from Financial Management Task Force – This task force includes John Truckenbrod, Wylie Klawitter, Bob Becker, Jason Karsten, Teresa Karsten, Kay Hanson & Ed Hamernik. Bob shared with the Board some of the thoughts from this meeting as to how to replace Becky Leicher in the short term. A motion was **M/S/C** giving Wylie permission to contact temporary accounting agencies to inquire about help with the financial operations of St. Philip's. Once Wylie has received specific information, the Board will vote by email the company they wish to hire. Other discussion from this task force included the possibility of temporary help for facility management. Until further

decisions are made, Pastor John and Pastor Jan will do what they can to help fill in the gaps, along with the help of volunteers from the congregation, the church will operate as efficiently as possible.

b) Discuss process after Pastor Chris leaves -

Bob Becker will attend staff meetings and will act as liaison between the staff and the Board. He said he would rely on staff input during this transitional time.

c) Motion for approval of Sign Fund Raiser/10% Tithe to Good Samaritan Fund - Leif Ronken read a proposed motion: "Be it moved that the Sign Committee may host a fundraising drive for a new sign in the Narthex, to begin as soon as we are able to assemble the visual aid. We will do a couple of Mission Minutes, and an announcement in The Friend and e-Newsletter (e-Devotional was a friendly addition suggested) in conjunction with the sign model in the Narthex." The Board M/S this motion and then the following amendments:

- Amendment to motion – Include a 10% Tithe for donations to go to the Good Samaritan Fund
- 2nd Amendment to motion – To also include the addition of 2 Hall Monitors that will show the daily calendar of the church.

The Board M/S/C the motion with the two amendments.

d) Garage Sale needs 3 hrs custodial help on June 29th – set up day and July 27th- first day of sale – Becky Leicher has worked these hours into the custodial schedule.

e) Motion to approve replacement for Jeff Overlie's position was tabled. The Board will be opening this vacancy to anyone in the congregation who might be interested. The goal for obtaining these names will be July 19th, the next Executive Committee Meeting.

For clarification – Matt Johnson is filling an unexpired one year term (Connie Bernardy). Jeff Overlie was serving the second year of a two year term, therefore leaving a half year term vacant with his resignation from the Board effective the end of June 2011.

f) Julie Overlie recognition party will be July 10th.

9. Pastors and Administrator Reports:

Pastor John: VBS June 13-17 – 101 children attended. 36% of these children not attached to St. Philip's in any way. Even though this 36% attend other churches, the VBS at St. Philip's has been an attraction because it is so well run. 47 volunteers were involved, approximately 40 worked each day.

Pastor Jan: A program is available from Miller Funeral Home for learning about pre-arranged funerals, to be used as information and can be used with any funeral home.

Pastor Jan also indicated she and Pastor John have divided up the All-Committees so that each committee has a pastor contact.

10. Reflection Time

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?

11. Adjournment: The Lord's Prayer 9:55PM

DATES:

ALL COMMITTEES

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

EXECUTIVE COMMITTEE

Tuesday, July 19, 2011 5:00 P.M.

BOARD of ADMINISTRATION

Monday, July 27, 2011 6:30 P.M.

Minutes submitted by Carol Anderson, Board Secretary