

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

**MINUTES: Board of Administration Meeting July 25, 2011 6:30 P.M.**

**Call to Order:** 6:30 President Bob Becker

**Members Present:** Bob Becker, Wylie Klawitter, Gina Paton, Carol Anderson, Matt Johnson, Margo Tech, Dick Kruse, Leif Ronken, Tim Hardy, & 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:** Bob Becker

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

**3. Consent Agenda:**

Minutes of June 22nd, 2011 Board Mtg. **Moved/Seconded/Carried**

All-Committee Report July 11, 2011 **M/S/C**

Transferred or Released:

Edythe Weekes released 6/7/11. Edythe moved to Hopkins after her husband died. She has joined a church in the area.

Owen & Muriel Turnland requested transfer to Plymouth Congregational Church, Minneapolis, MN 6/28/11

**4. Call Committee Presentation:** Presentation of candidate for Senior Pastor.

6 members of the Call Committee (Dick Lekang, chairperson, Dee Blomster, secretary, Becky Becker, Mike Carroll, Karla Ackerman and Val Sperry) joined the Board at 7pm to present information and field questions in regard to the candidate for Senior Pastor that they would like to present to the congregation. A meeting has been set by the Board for Sunday, August 14, 2011. We will have one service that Sunday at 9AM with Brunch and the Congregational Meeting following the service in Fellowship Hall.

**5. Financial Reports:** June 30, 2011 Treasurer, Wylie Klawitter

The Board reviewed the financial information for June 2011. **M/S/C**

**6. Old Business:**

a) Special Appeal Update - as of July 12, 2011 \$67,443.67

b) Church Communications Update – Discuss ‘Communication Strategy Draft’ written by Heather Koshiol and Evangelism/Communication committee.

This item of business was tabled until the August Board meeting. The Board is asked to send their comments to Earl Hatten or Heather Koshiol.

## **7. New Business:**

a) Report on Account Temp Position.....Wylie Klawitter  
Temp to start work on July 25<sup>th</sup> and will work 4 hours (9-1) July 25-29. Hours after that to be determined based on estimate of 8-10 hours.  
Information: Bills paid on the 10<sup>th</sup>; Bills are mailed on the 25<sup>th</sup>; Payroll is called on the 15<sup>th</sup>.

The Accounttemp representative was unable to train Monday due to illness. Wylie/Bob will work with the agency and the temp to extend hours for training.

b) Report, discussion and possible motion to move forward on Business Mgr: Bob and Gina, along with HR, have been working on a job description for the Business Manager position. It is our plan to wait for a new senior pastor before hiring this position, although the framework will be in place.

c) Discussion on filling the open Board position: Discussion was tabled.

d) Report and discussion on Worship Band Director position: Pastor John updated the Board on the process and a few of the candidates who have applied. They plan to hold a 'jam session' to interview candidates on August 10<sup>th</sup>.

e) Present copies of Fall Adult Forum Schedule – Bob handed out a schedule for 2011/2012.. the Board will present a Town Hall Meeting on Sunday, Nov. 6, 2011.

f) Set date for congregational meeting to call Senior Pastor: Congregational Meeting has been set for Sunday, August 14. We will have one service that Sunday at 9AM to be followed by a Brunch (served by the Board) and Congregational Meeting in Fellowship Hall. Mark your calendars.

g) Talk about the brunch: Those who can help – Leif, Margo, Carol, Bob, Matt & Tim. Further discussion via email

**8. Pastors and Administrator Reports:** Pastor John, on behalf of the Education Committee, explained their plan to decorate the Education wing to make it more kid friendly. The Welcome Wall will be very colorful and some concerns about whether it followed the Interior Design document arose. The Board gave John permission to go forward with their decorating ideas! **M/S/C**

## **9. 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?

**10. Adjournment:** The Lord's Prayer 9:20PM

**11. Reconvene:** Board without Pastor John- Met to discuss compensation package for the new senior pastor. Bob Becker & Gina Paton presented the Senior Pastor Compensation Package which includes salary, benefits, and other expenses. After discussion the Board passed a compensation package. **M/S/C**

**12. Second Adjournment:** 10:00PM

**DATES:**

**ALL COMMITTEES**

Monday, August 8, 2011 7:00 P.M.

**EXECUTIVE COMMITTEE**

Tuesday, August 16, 2011 5:00 P.M.

**BOARD of ADMINISTRATION**

Monday, August 22, 2011 6:30 P.M.

**CONGREGATIONAL MEETING TO**

**CALL A SENIOR PASTOR**

Sunday, August 14, 2011

One Service 9AM – Brunch & Meeting to follow.

Minutes submitted by Carol Anderson, Board Secretary