

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

**Official Minutes
Board of Administration Meeting
October 23, 2018 7:00 p.m.**

Meeting was called to order at 7:00 p.m. by Board President Valerie Sperry.

Members in attendance:

Valerie Sperry, Carol Anderson, Marlin Sorum, Bryant Holmstrom, Judy Greer, Michelle Angerhofer, Kathy Pullen, Andy Tjader, Jennifer Prasek.

Staff in attendance:

Pastor Matt Flom, Jeannine Arcand

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: Valerie Sperry

2. Checking in –The board shared personal stories.

3. Consent Approval:

- A. September 25, 2018 Minutes Moved (M)/Seconded(S)/Carried(C) as amended.
- B. October 23, 2018 Agenda – M/S/C as amended to add two items to end of agenda.
- C. September 2018 Committee Reports

4. Renee and Mike Youngberg to speak about community dinners and 2019 designated fund. Mike & Renee presented a timeline of the community dinners from April 2017 to October 2018.

April 2017: Renee took over the meal preparation with funding from basket donations and Youth Committee. Average attendance was 35.

September 2017: Meals opened to all members of the surrounding community. It was still funded by basket donations and the Youth Committee.

November 2017: Partnered with Loaves and Fishes. (More information available about Loaves and Fishes).

January 2018: Began FREE community suppers, most food provided by Loaves and Fishes. No longer allowed to put out a donation basket, some funding continued through Youth Committee.

October 2018: Average attendance is now up to 75-80(110 largest). More than half are not members of St. Philip's.

Renee and Mike had two requests from the board. 1) Requested a designated account for this ministry where contributions may be directed. This will allow monies to roll over at the end of a year without being directed to the general fund. They will use money in this account before any other money. 2) They requested official financial support from the congregation as a line item on the church budget. This money does expire if not used within the budgeted year. At this point in time the community dinners will be under the umbrella of the BOA.

5. Spence Minear, Property and Grounds, review utility bills and projects implementing energy change for St. Philip's.

Spence is the chairperson of Property and Grounds. He and the committee have been looking at utility bills. We spend about \$30,000/year on electric utility bills. They are looking to lower these costs. We have insulation problems in that the chapel roof was never insulated. Other parts of the church are in need of insulation as well. The committee needs to decide if the savings outweigh the cost of the insulation. All lightbulbs in the church have been replaced with LED light bulbs. It is somewhat hard to see if it has made a difference.

Another possible proposal is to generate electricity using solar panels. We have abundant roof space to produce electricity with the addition of photovoltaic electric panels. Again the committee needs to weigh expense vs. savings.

The gas bill is also large and seems to be dependent on the weather.

Spence gave a very interesting presentation but no decisions will be made at this time. But it gives the board 'fuel for thought' for further discussion on this topic. It was also decided that no informational letters will go out at this time until we have facts and figures from energy audit in place.

6. Congregational Life Events

Membership – New/Transferred/Released/Baptized

Baptism: Gabriel Bernal (October 21)

Released through Death: Kay Hansen

Requested Release: Diane Egland

Transfer: Alison Schiefelbein and Andrew Hall and family to Lord of Life;
Kayla, Mark, and Lyla Kruse to Lord of Life.

7. Financial Reports: Treasurer, Bryant Holmstrom - Financial report for September 2018.
Tracking high in income and not as high in expenses.
September 2018 net results: Income \$74,126.11 – Expense \$75,189.27 = **\$1,063.12**

8. Pastor and Administrator Reports and Committee Reports:

- A. Pastor Matt shared with the board that he felt good energy building in the congregation. He presided over one funeral and one baptism. He made several hospital visits and visits to two members who are on hospice. He is also working on the wedding packet and working with the prayer chain for more effective communication.

Pastor Matt wants to bring back some organizational structure to assist in coordinating all the good work people are doing. One example is the umbrella group that is being called Worship, Music, & Arts that includes people from bells, choir, worship band, sanctuary decorating, Worship Life Task Force, and communion. These individual programs are all worship related and together can provide coordination, education, training, serving, evaluation and fellowship. The groups will meet quarterly to discuss upcoming seasons. Principles – cooperative, consensus, communication.

Pastor Matt is working with staff and leaders to put in place a new member program. This will include putting together a process, a prospect list, new member classes and books. *We Want You Here* is a Christ centered book to be used at the classes. He would like to see us grow 40-60 new members each year. Other books to be used include *I AM a Church Member* and *Being a Lutheran*.

Our 2018 Annual Appeal – Growing Through Serving – is going well. Greg Rosholt gave an excellent temple talk, to be followed by Bob Becker and Dawn Hansen. The Stewardship Committee is asking for an increase of \$45,000.

Advent schedule will include Wednesday services with a theme of Forgiveness and Reconciliation – The Prodigal Son. Pastor Matt is also planning a Blue Christmas Service at 7 p.m. on Wednesday, December 19, 2018.

He continues to work on the budget for 2019, the board and staff retreat, pastoral care and evangelism teams and household visits.

- B. Jeannine (Office Manager) Refined pew cards after working with Kathy Pullen, Dawn Hansen, and Arlene Retzer.
- C. Committee Liaisons –Michelle will take over being the liaison to Benevolence Committee while Barbara Cooper is recuperating.

7. Old Business:

- Amazing Grace Church update – Pastor Matt – Pastor Bee and Pastor Matt have not had an opportunity to meet. Valerie sent Pastor Bee the updated covenant document and he and Pastor Matt will review.

- 60th Anniversary Celebration recap – It was Awesome! Celebrating our congregation and our God. Joyful and appreciative. A fellowship of the church family. It went really well. It was noted that we do not have as many pictures to share in the age of digital phone where pictures are not being printed. Not really good about taking pictures. Copies of the DVD of the program and DVD of the slideshow in the fellowship hall will become available in January.

What's Next? Valerie brought up an idea of having an annual party... a homecoming of such ...where members and the community could come together each year. Perhaps this could include an old fashioned hymn sing and could coincide with the end of the Fall Stewardship Appeal. Start your motors!

- Staff and Board Retreat discussion – Pastor Matt/Valerie – Everyone should read “Who Moved My Pulpit”, a process on managing change in the church. Still working on location. Hours will be from 9 a.m. to 3 p.m. Umbrella ministries will be discussed. Where are our gaps? Bring copy of Constitution and Bylaws to familiarize our current governing structure - where we're coming from and look to where we are going. Both documents are in need of updates.
- 2018 Annual Appeal – Pastor Matt – Going along well.
- Budget Process update for 2019 – Bryant/Valerie – Budget worksheets will be given to the committees this week.
- ALL meeting – Monday, November 12, 2018. Come to listen to ALL that is going on in the church. Two volunteers to bring a snack... Kathy Pullen – Valerie Sperry. Meeting will take place in the chapel at 6:30. Please come.
- Handicapped Pew update – There are plans to remove 4 pews, half way up in the center two sections of the sanctuary, in order to leave room for wheelchairs and people with walkers. There will be no chopping of pews, rather take them out and if this doesn't work it's not forever. Only constant is change. Someone's pew will be gone! Thank you for sharing your pew. There is talk of putting a 'we're moving' sign on the 4 pews that are affected. Men's Work Crew will be able to do all the work. Minimal cost is involved. Motion from Property and Grounds / WLTF to remove 4 pews to prepare space for handicapped seating. M/S/C by the board.

8. New business:

- Nominating Committee – Barb, Kathy, Carol, and Marlin's terms are done. Valerie will go for second term as president. Bryant considering his options. Jennifer is a one year commitment. Think about ideas to give help to the nominating committee. The nominating committee includes Renee Johnson, Jim Kugler, Jerry Mattson, Chad Munsterman and Don Nelson. Two members from the board include Kathy Pullen and Carol Anderson. Barbara will be contacted to see if she is interested in second two year term.

- Discuss presentations by Renee and Mike Youngberg and Spence Minear

Community suppers:

- 1) Designated account for community supper. Allows for rollover of monies. People can no longer pay for the meals at the dinner, but they can write a check to the community supper.
- 2) St. Philip's provide a line item in the budget of \$1000 as a backup for 2019. . All monies from the designated account will be used first.

Motion to create a designated account and move \$2100 to this designated account and to have a line item in budget of \$1000. Board voted - M/S/C

Energy bills and solar energy discussion:

The board needs to work with Spence and the Property & Grounds committee to get exact information before we proceed and/or approve recommendations. The board wants to support this project as Property & Grounds puts together a plan. It is possible this plan could be part of a larger capital campaign in the future. Bryant will talk with Spence about the board's thoughts and ideas.

9. Reflection Time: What have we done to further the ministry of St. Philip's tonight?

We are seeing a new emphasis on new members. Excited about bringing more people into leadership with umbrella programs where groups feel independent and yet part of a group. Example of the umbrella group with Worship, Music, & Arts.

10. Adjournment: Meeting was adjourned at 9:23 p.m. by Board President Valerie Sperry. We ended the meeting with the Lord's Prayer.

FUTURE DATES:

BOA and STAFF RETREAT

Saturday, November 10, 2018 9:00 a.m. - 3:00 p.m.

ALL – Committee Meeting

Monday, November 12, 2018 6:30 p.m.

EXECUTIVE COMMITTEE

Monday, November 19, 2018 6:30 p.m.

BOARD MEETING
Tuesday, November 27, 2018 7:00 p.m.

Minutes submitted by Carol Anderson, St. Philip's Board of Administration Secretary