

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

**Official Minutes
Board of Administration Meeting
March 28, 2017, 6:45 PM**

Meeting was called to order by board President Mike Youngberg at 6:51pm.

Members in attendance:

Mike Youngberg, Valerie Sperry, Kathy Pullen, Dawn Hansen, Betty Schweppe, Bryant Holmstrom, Barbara Cooper, Leif Ronken, Valerie Sperry, and Carol Anderson

Staff in attendance:

Interim Senior Pastor Christine Wenzel, Pastor Mollie Dvorak, and Jeannine Arcand (Office Manager).

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: Carol Anderson

The schedule for devotions is as follows: Jeannine Arcand – April; Barbara Cooper – May; Pastor Mollie – June; Dawn Hansen – August; Bryant Holmstrom – September. The Board will not meet in July.

2. Consent Approval:

A. February, 2017 Minutes

M/S/C

B. February 2017 Annual Meeting Minutes

-still pending receipt of the 2017 Annual Meeting minutes from previous Secretary Angela Anderson. Tabled now until the April 2017 Board Meeting.

C. March, 2017 Agenda

M/S/C

3. Checking In / Introductions - Welcome Joel Young – Motion to approve his

Appointed position.

M/S/C

4. Membership – New/Transferred – Transferred – Linda and Roger LaFond; New Members in April – Sarah Lovgren, Mary Paul, Michelle Enstad & Nick Payton (engaged to be married this fall).

5. Financial Reports: Treasurer, Leif Ronken presented the monthly financial report for February, 2017 to the board. Money coming in less but spending less as well.

Board accepted the report.

6. Pastors and Administrator Reports and Committee Reports:

A. Pastor Christine:

1) Almost done with 'one on one' conversations with members.
Familiar themes: We seem to put more money into building than programs and staff; Why do pastors keep leaving? We don't seem to communicate... one committee doesn't know what the other is doing. Strong need for visitation.

B. Pastor Mollie:

1) Update on Jack Angerhofer.
2) Update on Wylie Klawitter.

C. Jeannine (SPLC Office Manager):

1) Follow-up from last month... No more issues with door 3 and someone trying to get in. Security system has completely been re-done at no cost to the church.
2) She is in the process of redoing the Board of Administration bulletin board.
3) HR manual-should be done soon.

D. Liaisons to Committee: We never got to this part... long meeting. Will keep on agenda going forward.

7. Old Business:

A. **Room 3 Renovation project** – Kathy Pullen.... gave the history of the project from July 2016. The Board discussed the project but there were not funds until February 2017. Katie Swenstad, Pastor Mollie, & Kathy Pullen were part of a group at renovating room 3. The purpose was to have a real lounge for using with families during funerals and weddings and also provide places for food. The room initially was not going to be used as a general meeting room. A diagram was handed out. The idea was to have most of the furniture to be stationery. There are concerns about cost... \$5000. There are also concerns about other needs for the room. So... even though the board approved the project, for now it is on hold until Executive Board meets.

B. **Storage Facility** – Property and Grounds (Mike Anderson, Dick Kruse, Wes Grandstrand) and Greg Rosholt

1) Mike Anderson: In the fall of 2015 a group came to a board meeting stating that the old storage building in back was not worth adding on to, therefore they wanted to present a new building concept. The entire project would provide home for SPDR trailers, more space for dumpsters and useful storage and would take away the eye sores from Hwy 65.

2) Wes Grandstrand: Presented to the board a current plan. The committee went to the city of Fridley. City will allow 1,000 square foot for storage. The city will also

allow 5,000 square feet for the storage of the trailers. Trash compacters would be added. The new building would be built to aesthetically blend in with the rest of the church. The old building will be demolished. 3 doors in front. Panelization with insulation is an option. A security system has not been addressed.

3) Greg Rosholt: Greg Rosholt addressed the Fund Raising Campaign for this project. His suggestion was to relaunch the whole Building for the Future concept. He shared the idea of selling Legos to build the storage facility similar to when we bought the grand piano...we bought one key at a time.

It was agreed that prioritization needed to occur with all projects: new stained glass windows, organ repair, stewardship/programming staff, and the storage facility. Mentality of giving is changing. Harder to predict because less and less people are giving long term money.

4) Dick Kruse – Building for the Future. Funding has started for the storage facility: \$5000 from Silent Auction, \$5000 from garage sale last year, \$6,000 in anonymous pledges and soft pledge for \$5000 (was \$10,000 at time of meeting) and hopefully another \$5000 from this year's garage sale.... so 1/3 of cost already accounted for. Total cost for project around \$80,000 for storage and \$10,000 for dumpsters....doing the work ourselves would save at least \$10,000 if not more. Even though the Building for the Future fundraising has come and gone, most would like to see it remain in place to allow for donations for future projects.

- C. **Ministry Booklet update:** Mollie added more groups and Amada will tweak the book and get it printed. Hope to have it available around or after Easter.
- D. **Worship Task Force** – Dawn/Mollie: First meeting went well... information shared by all. It was constructive and cordial. See committee report for more information. Next meeting they will be going over priorities. They talked about holding cottage meetings for input facilitated by the committee. Possibly visiting other churches. Other topics were handicapped accessibility to remove wheelchairs from the aisles.

Also discussed as part of the Worship task force was the budget for the music department and the need for a Director of Music position to oversee the staff and budget. Worship life is the heart of the church.

- E. **Transition Team update** – Pastor Christine – Carol Anderson, Bryant Holmstrom, Bob Becker, Tom Young, Heather Koshiol, Jennifer Prasek, and looking for one or two more.
- F. **Board liaison to staff:** Suggestion to use those Board members who are not assigned a committee to be assigned to a staff member. This way their issues and

ideas can be heard by the board. Also agreed that one staff member should visit the board each month so Sara Quarberg will be first in April.

8. New Business:

- A. Visitation Ministry update** – Pastor Christine has been in conversation with Eva Jensen about her role in visitation ministry. Due to other conflicts, it was agreed that Eva would step down from the visitation ministry job. A few members of the Executive Committee, along with Pastor Christine, interviewed Pastor Margie Guelker, a recently retired pastor from Christ Lutheran Church in Blaine. She has accepted our 30 hours/month job as a salaried position to fill the role of visitation ministry. She has agreed to set up a lay ministry program as well. Pastor Margie will visit our worship service once per month.
A new job description for the Visitation Minister was approved. M/S/C.
Accepting Pastor Margie as our new Visitation Minister was also approved. M/S.C.
pending resignation of Eva Jensen.
- B. Synod Assembly** – May 5 & 6 Lord of Life in Ramsey – BOA representation will be President Mike Youngberg as well as Pastor Mollie.
- C. Daycare at St. Philip's**- Jeannine has been in discussion with an existing daycare who has been part of the Seventh Day Adventist group that rented space at St. Philip's. It looks promising but negotiations are somewhat difficult because of language barrier. The daycare is looking to use rooms 16, 17 and 18. The daycare would be open from 6AM to 5PM. They could start in September and would provide nice income to the church. The Garage Sale Committee is aware that these changes could take place.

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

Due to long board meeting this was not specifically discussed but as you see in the minutes, there are many topics for the Board to grapple with, with God's help.

10. Adjournment: Meeting was adjourned at 9:20pm by President Mike Youngberg followed by The Lord's Prayer.

Upcoming Dates:

BOARD Meeting

Tuesday, April 25, 2017 6:45 P.M.

ALL COMMITTEES Meeting

Monday, May 8, 2017 7:00 P.M. in the Chapel

EXECUTIVE COMMITTEE

Thursday, April 4, 2017 6:45 P.M.