

BOA Meeting Minutes for February 24, 2025

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.

Attendance, in person and virtual								
Board Members	X	Brian Munsterman	X	Aaron Gondorchin	X	Greg Rosholt	X	Kari Davies
	X	Rita Schwieters	X	Judy Greer		Tom Mesenbourg	X	Connie Bernardy
	X	Dan Eittreim	X	Mike Youngberg				
Staff	X	Pastor Matt	X	Pastor Eric	X	Katie Buettner		

New Members Introduction and welcome

Devotions Brian

Approvals January 2025 BOA meeting minutes – approved as written
2025 Annual meeting minutes – approved as written
Agenda for February 2025 BOA meeting – approved with addition in New Business

Committee Reports

1. SPDR – Katie
Planning next trip - Going to Clarksville, TN April 26 – May 4, 2025
Registration will be 1st week of April

2. P&G – Katie

- Lighting for the Sanctuary is still in progress.
 - Currently fine-tuning details.
 - Although budget of up to \$15,000 was added to BFTFII, trying to keep cost around \$8K or \$9K if possible.
 - Will do most of the installation ourselves, which will save money.
- A pipe burst in the kitchen 2 weeks ago, but we were able to fix it on our own so there's no plumber cost.
- Drain backed up in the kitchen, had someone come out to fix but it happened again. The drain seems to be backing up whenever the dishwasher is run, however it also backed up again when the dishwasher wasn't running. The guy is coming back tomorrow to fix and figure out the cause. It's likely caused by water running somewhere in the kitchen. Luckily the water flooding the kitchen floor hasn't reached the new Fellowship Hall carpet.
- Katie is getting new bids on parking lot lights since the last bid was about 2 years ago.
- Leak in nursery ceiling by the door
 - A ceiling tile came down, someone is coming to look at it.
 - That part of the roof was replaced in 2015. Patrick Miller did the roof then and will be fixing.
- Ceiling tiles in the kitchen are being replaced since many are damaged from when we had water damage.

**Congregational
Life Events**

Kari
Baptism: Alaina Marie Tallman
Released by death: Jerry Havon

Finances

Greg
Preliminary numbers for January 2025 show income of about \$62,000 and expenses about \$65,000, so we ended about -\$3000 for the month.

**Business
Manager's
Report**

Katie

- Hired cleaning company – They started Thursday and so far it's going well.
 - Reason for hiring: We had previously advertised for a part-time custodian, but nobody applied.
 - Jerry will create a new budget line for the cleaning company. That line item will show a negative in the balance sheet, but it will be offset by the staff salary line item. (The cleaning company will be a contractor. The previous custodians were staff.) The amount we're paying the cleaning company is about the same amount as what we previously budgeted for custodial staff.
- CD at Trustone – 7-month CD is no longer available. Katie was able to get a 13-month CD at the same rate we were previously quoted for the 7-month CD with Greg's approval.
- We're doing a new church directory. Pictures will be taken April 24-26. Sign-ups have started for time slots to have pictures taken. Sign-up slots are available online M-F and paper sign-ups are available in the narthex on Sundays.

Pastor's Report

Pastor Matt

I. Pastoral Acts

- A. Pastoral care
- B. Visitation
- C. Funerals

II. Staff Transition

- A. Pastor Eric was called to a new congregation on 2-16-2025
- B. Pr. Eric will notify the congregation
 - 1. Exec team 2-17-2025
 - 2. Staff 2-18-2025
 - 3. Various people and work groups week of 2-17-2025
 - 4. Announce in worship 2-23-2025
 - 5. Pr. Eric will meet with the BOA 2-24-2025
 - 6. Pr. Eric will continue to meet with folks until 3-9-2025 for goodbyes
- C. The Exec team will conduct an exit interview with Pr. Eric before he leaves.
- D. Pr. Eric's last Sunday will be 3-9-2025
- E. Interim Pastor
 - 1. Mpls. Area Synod, Pr. Eric, and Pr. Matt recommend Pr. Sherri Otto for the position of interim pastor.
 - 2. Pr. Matt will present bio/info for Pr. Sherri to BOA 2-24-2025 for approval of interim position.
 - 3. Pr. Sherri would serve $\frac{3}{4}$ time (same as Pr. Eric).

4. Pr. Sherri's portfolio would be similar to Pr. Eric's with some changes.
5. Pr. Sherri would serve at least through the end of 2025*
 - a) *Pr. Sherri is also looking for a full-time call and may end up taking a regular call during that time.
6. The salary package would be similar to that of Pr. Eric.
7. Pr. Sherri would start the first week of March (3-4-2025) for overlap with Pr. Eric.
8. **BOA approved motion to offer position of Interim Pastor to Pastor Sherri Otto.**

F. Pr. Matt conducts congregational conversation meetings Summer of 2025 with congregation

G. Call committee formed late summer/fall of 2025

III. Matt's main portfolio areas

A. Worship

1. A/V station - production phase
 - a) Tom is currently building components
2. Concert Series Team - March 29th, first concert with Benson Family Singers
3. Lent, Holy Week, and Easter
 - a) Lent services will be held in the Fellowship Hall and will use pew chairs for the services
4. New way of presenting prayers of the people
5. It has been working well for choir to sing from the main level of the sanctuary rather than the loft, however movement from pews to get in place to sing has been difficult for some members with mobility challenges.
 - a) A suggested plan to move some pews near the band to have the choir face the congregation so they can sing from where they're seated rather than having to walk up to the front of the sanctuary is being discussed and logistics are being fine-tuned.
 - b) In order to move the choir 3 pews near the band would need to be removed
 - i. Plan to move 2 of these pews to the area near the "pray ground" and the other pew to the left side of the congregation when facing the altar

B. Stewardship

1. Giving patterns may be shifting
2. Highlight time and talents in the winter and spring
3. BFFII – Part of Fellowship Hall remodel is portable staging. We'll order 4 staging sections that are 4'x8' each.
 - a) **Option 1:** Economy Executive from The Stage Depot
 - i. Pros: Cost

- ii. Cons: Everything has to be moved independently. The sections have to be lifted onto a trolley. The stage is not adjustable.
 - iii. Warranty: 10 years
 - iv. Cost: \$8183.99 Stage w stairs, \$819.90 Guard Rail, \$1379.98 Trolley, \$595.00 Skirting, **Grand Total \$10,978.87, shipping not included**
- b) **Option 2:** Executive from The Stage Depot
 - i. Pros: Cost
 - ii. Cons: Everything has to be moved independently. The sections have to be lifted onto a trolley, the stage is not adjustable.
 - iii. Warranty: 10 years
 - iv. Cost: \$9143.99 Stage with 2 sets of stairs, \$819.90 Guard Rails, \$1379.98 Trolley, \$595.00 Skirting, **Grand Total \$11,402.87 shipping not included**
- c) **Option 3:** Dual Height Executive from The Stage Depot
 - i. Pros: Cost, Dual Height
 - ii. Cons: Everything has to be moved independently. The sections have to be lifted on a trolley. Skirting is not adjustable.
 - iii. Warranty: 10 years
 - iv. Cost: \$9671 Stage with stairs, \$819.90 Guard Rails, \$1379.98 Trolley, 24" Skirting \$700, **Grand Total \$12,571.87 shipping not included**
- d) **Option 4:** 1800 Series from Sico
 - i. Pros: Stage is portable, one person can move it (has wheels and folds up similar to cafeteria tables), Stage has adjustable height 16" & 24", Adjustable guard rails, Skirting is adjustable, a member worked at Sico so we have contacts
 - ii. Cons: Cost
 - iii. Warranty: 3 years against manufacturing defects, lifetime warranty on welds
 - iv. Cost: \$11,894.40 Stage, \$1249.44 Steps, \$1598.40 adjustable skirting, \$1563.84 8' Guard rail, \$1987.20 4' Guard rail, **Grand Total \$18,433.28 with shipping**
- e) Discussion/items to consider

- i. We have the funds available in the BFTFI account, but do we want to spend that much money?
- ii. The first 3 options would need to be lifted and could be a possible injury risk while the 4th option folds up easily similar to cafeteria tables and is on wheels so it can be moved without a safety risk.
- iii. Most of the time the stage can be left set up, but for some functions where we need more space (i.e. garage sale, larger funerals, some larger events, etc.) the stage sections will need to be moved and stored somewhere.
- iv. We don't have storage space for the stage. We have no idea where we would put the stage if we choose options 1-3. Since the sections for option 4 can be folded up and wheeled somewhere, they could be stored in a hallway or another room temporarily when they can't be in the fellowship hall.
- v. The Wednesday work crew can't help with lifting the stage sections and the 55 & under group isn't always available to help so the first 3 options could be an issue with moving them. We don't always have much advanced notice before a funeral so the 4th option with wheels would be better for that aspect because it would allow Katie to be able to move them herself.
- vi. Having an adjustable height option would be ideal and make the staging more useful/versatile since it could be used in different configurations. So in that respect option 3 or 4 would be best.
- vii. **BOA approved purchase of option 4 as detailed above.**

C. Evangelism/New members

- 1. Steady stream of visitors
- 2. Quick linkers
- 3. New member Team
 - a) Class 2.23.2024
- 4. Outreach plan

D. Children, Youth, and Family

- 1. Numbers are up

2. New families
- E. Discipleship
 1. Tuesdays Together - Old testament polemic texts
 2. Meadowood Shores studies continue
 3. Small groups
 - a) This Is Most Certainly Brew - moved to Torg
 - b) Visioning the next group start up
- IV. Greater Church ministry
 - A. Synod
 1. Conference Assemblies went very well - thanks to all

Old Business

None

New Business

New Mover postcard mailings

- Connie's daughter received a new mover postcard addressed to the previous owner of her house even though she has lived there for several years.
- What is our acceptable margin of error? Should we consider adding "or current resident" to the address?
- Outreach is the company that does the new mover mailings and they also are doing our holiday flyers.
- How they determine who gets the mailer:
 - Change in utilities bill
 - Subscriptions to magazines and other subscriptions
 - Sale of a house if it is a public record, not all sales are public
 - Time shares – Staff actually looks at them individually instead of relying on computer generated information
 - Investment properties - Staff actually looks at them individually instead of relying on computer generated information
- These methods are mostly reliable, but nothing is foolproof. This is the first error that we've been made aware of. Outreach has apologized for the error. They have reimbursed us for this error and will do so for any we have in the future.
- Katie will ask if it would cost any extra to add "or current resident" to future mailings.

Mission Corner rule – exception for Girl Scout cookie sales?

- Current policy is to have all sales in the Mission Corner of the Narthex, one group selling per Sunday, and not more than 2 Sundays per month.
- We have 3 girl scout troops that meet at St. Philip's.
- Girl scout cookie sales are February and March 2025, but no slots are available in this timeframe with the current policy.
- **BOA approved an exception to the current policy to allow the girl scouts to sell cookies February and March 2025 in either the Mission Corner or Fellowship Hall.**

How have we furthered the ministry of St. Philip's?

- We welcomed Dan Eitrem and Mike Youngberg to the Board.
- We approved an exception to the policy regarding selling in the Mission Corner to allow the girl scouts to sell cookies in February & March 2025.
- We accepted Pastor Eric's resignation and wished him well in his new congregation.

- We approved extending the offer to Pastor Sherri Otto for the position of Interim Pastor.
- We decided on staging for the Fellowship Hall and approved "option 4". More details in the BFTF section of Pastor Matt's report to the Board above.

Closing

Lord's Prayer

Our Father in heaven, hallowed be your name, your kingdom come, your will be done, on earth as in heaven. Give us today our daily bread. Forgive us our sins as we forgive those who sin against us. Save us from the time of trial and deliver us from evil. For the kingdom, the power, and the glory are yours, now and forever. Amen.

Adjourn

8:48pm

Future Dates

Month	Exec Committee	BOA Meeting	Devotions
February 2025	Mon 2/17 6:30pm	Mon 2/24 6:30pm	Brian
March 2025	Mon 3/17 6:30pm	Mon 3/24 6:30pm	Greg
April 2025	Mon 4/21 6:30pm	Mon 4/28 6:30pm	Rita
May 2025	Mon 5/19** 6:30pm	Mon 5/26** 6:30pm	Tom
June 2025	Mon 6/16 6:30pm	Mon 6/23 6:30pm	Judy
July 2025	Mon 7/21 6:30pm	Mon 7/28 6:30pm	Connie
August 2025	Mon 8/18 6:30pm	Mon 8/25 6:30pm	Dan
September 2025	Mon 9/15 6:30pm	Mon 9/22 6:30pm	Mike
October 2025	Mon 10/20 6:30pm	Mon 10/27 6:30pm	Kari
November 2025	Mon 11/17 6:30pm	Mon 11/24 6:30pm	Aaron
December 2025	Mon 12/15 6:30pm	Mon 12/22 6:30pm	Brian
January 2026	Mon 1/19 6:30pm	Mon 1/26 6:30pm	Greg

**Note: The May meeting dates will need to be changed because the BOA meeting falls on Memorial Day.

Submitted by Kari Davies