St. Paul's Board of Directors' Meeting
Tuesday, September 22, 2020
6:00 pm – Zoom Meeting
Minutes

Chairman Call to Order – *Carl Van Fleet at 6:02 pm*

Opening Prayer & Devotions – *Paul Lavigne*
"Spewing Out the Lukewarm" from The Lutheran Witness, August 2020

Secretary Roll Call (silent) Quorum – *Gail Kanneg*

1. **Non-Board Member Comments**
   There were no non-board member comments.

2. **Consent Matters**
   All matters approved by one motion unless a Member requests separate action at which time it will be moved to the first item in the matters for consideration.

   2.1 *Minutes of the July 21, 2020 meeting* - **Approved**
   2.2 *August 31, 2020 Financial Report* - **Approved**

3. **Items to be added to the Agenda**
   No items were added to the agenda.

4. **Attendance/Enrollment/Offering Update** – *Pastor Christenson*
   - *Summer outdoor attendance was very low. Now that we are worshipping inside again, number are increasing. Events that usually boost Fall attendance numbers will not be happening due to continued COVID restrictions.*
   - *Online worship is strong. Way higher than pre-COVID. Pre-COVID YouTube views were about 38 per video. Currently YouTube views are about 300 per video.*
   - *Sound equipment has moved been to the balcony. The new live-stream equipment has also been installed in the balcony. Pastor Robinson, Tim Kaufmann and Jeff Campbell are working hard to learn this new equipment so that when we live-stream it is done well.*
   - *When we transition to live-stream, it will be recorded for future viewing on YouTube. We will live-stream the Saturday Traditional service and one Sunday Contemporary service.*
   - *ECDC enrollment is at 102. This is down from last year, due to parents still working from home. Parent's intentions are to return students to the ECDC when they return to offices.*
   - *TK-8 grade enrollment is at 396. We received 32 students from the closing of Trinity Lutheran School, Anaheim. Budget was based on 375 students.*
   - *15% of our elementary students are participating in the remote learning program.*
   - *K-6 teachers are teaching both in-person and remote learning. This requires at lot of their time and is draining.*
   - *July & August offerings are slightly higher than last year.*
   - *Building for the Future gifts continue to come in. We are on target if not maybe a little ahead. A letter was sent reminding people of their pledges and where they stand in their campaign giving. Only a couple of commitment changes occurred due to this letter.*

5. **Endowment Fund Policy Update** – *Nick Seierup*
The Endowment Committee recognized that board policy 2.10 needed clarification. More clarification was given to the undesignated endowment fund. Undesignated endowment funds can be used for:

** New Ministry Seed Money*
** Congregational Education*
** Purchase of New Capital Equipment*
** Building and Facility Expansion*
** Endowment Promotion*

A motion was made to change the Endowment Fund Policy with these clarifications. The motion was seconded - **Approved**

6. **Reports**
The following Agenda items are reports. They are placed on the Agenda to provide information to the Board and the congregation. There is no action called for in these items.

6.1 Treasurer's Report – *Pike Lambeth*
- *Tithes and offerings have been strong and in-line with our budget.*
- *SAC & ECDC income are under budget due to COVID. There are fewer expenses due to the fewer number of students.*
- *If nothing changes, projections indicate a new tuition loss of $350,000.*
- *PPP is still on our books. We are hopeful that it will be forgiven. Byanca is on top of the documentation and guidelines for applying for forgiveness.*
- *If we want to refinance our current Thrivent loan, we will not be able to refinance with Thrivent due to a large cash reserve that they now require. LCEF and Farmers & Merchants have options for us to refinance.*
- *The full impact of COVID is still unknown. We will remain cautious.*
- *When the time is right, we will start working on building cash reserves.*
- *One of the Hayford houses is still unoccupied.*

6.2 Endowment Committee Report – *Nick Seierup*
Pre-COVID the committee was in conversations with the LCMS Foundation regarding developing plans for lifetime giving. When possible, this will resume. The plan is to start with the Endowment Committee, then bring in the other Board members, and finally present to the whole congregation.

6.3 Senior Pastor's Report
- *Pastor presented the names of the 2020-2021 Elders & Principal's Advisory Council. A motion was made to approve these lists; motion was seconded –* **Approved**
- *A Voter's Meeting has been scheduled for Sunday, October 11 at 11:15 am. The Board is asked to put on the agenda calling Carlos Velazquez as an Assistant Pastor. He has finished his course work and is in the final steps to be certified for pastoral ministry. Once the Call is approved by the Voters it will be a few months before the Ordination can happen. A motion was made to take the Call of Carlos as Assistant Pastor to the Voters; the motion was seconded -* **Approved**
- *The Building Committee met. They have narrowed it down to two contractors who have both submitted new numbers. The question is, are we ready to move forward now that giving to the campaign is strong even considering COVID? Both bids are very close and inline with original estimates. It was suggested that we instruct the architect to complete*

the designs so that they can be submitted to a contractor and permits can begin to be pulled when we are ready.

6.4 Governance Committee Report

The Governance Committee is reviewing the Constitution, Bylaws, and Policy Manual for any corrections or additions that may need to be made. At some point, policies for tuition assistance will need to be reviewed.

Adjournment & Prayer

There being no further business to come before the Board, the Chairman entertained a motion and second to adjourn – **Approved**

Adjournment to continue in Service and Prayer at 7:52 pm.

Sincerely,
Gail Kanneg – Secretary

Next Regular Meeting Tuesday, November 17, 2020 at 6:00 pm format to be determined.

Those in Attendance:

- Pastor Scott Christenson
- Carl Van Fleet - President
- Paul Lavigne – Vice President
- Pike Lambeth – Treasurer
- Gail Kanneg – Secretary
- Cassie Glastetter
- Jack Mihr
- Stefanie Ransom
- Dawn Sandie
- Nick Seierup
- Bob Westphal