St. Paul's Board of Directors' Meeting
Tuesday, January 25, 2022
6:00 pm – Fellowship Hall
Minutes

Chairman Call to Order – *Carl Van Fleet at 6:04 pm*

Opening Prayer & Devotions – *Cassie Glastetter from The Songs of Jesus based on Psalm 16:7-11*

Sanctuary Renovation Tour – *conducted by Pastor Christenson*

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 *Meeting minutes from November 30, 2021* **- Approved**
2.2 *Financial Report from December 31, 2021* - **Approved**

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

4. **Attendance, Giving & Enrollment Update** - *Pastor Christenson*
   - *Pastor Christenson included a Christmas Eve attendance report. Christmas Eve attendance was down significantly from pre-COVID years.*
   - *Weekend worship attendance trends are still under pre-COVID years.*
   - *Total 2021 giving was $1,053, 902. This was less than 2020 giving total.*
   - *ECDC enrollment is currently at 140. This is above last year, but under pre-COVID years.*
   - *Esther Jow is still on disability. Actively looking for a new ECDC Director.*
   - *Elementary school re-enrollment is ongoing.*
   - *302 of 355 students have fully re-enrolled for 2022-2023 This is comparable to prior years.*

5. **Financial Review Report** – *Bob Westphal*
   - *The Financial Review was conducted by Jack Mihr and Bob Westphal.*
   - *The goal of the review was to:*
     - *To evaluate the policies and procedures.*
     - *Provide reasonable assurance that processes for goods and services are being processed properly.*
     - *Review transactions related to the selling of the Hayford House #2, the PPP loan and other outstanding loans.*
     - *Review restricted accounts.*
   - *They did not identify any deficiencies in internal control that were considered to be material weaknesses. They conclude that the staff and Treasurer are doing a good job.*
   - *The full report is on file with the church office.*

6. **Reports**

6.1 Treasurer's Report – *Pike Lambeth*

- *Offerings are about 6% below budget. 7.6% below last year.*
- *Balance in the Tuition Assistance Fund is $479,000.*
- *$1.105 million has been collected through the Building for the Future campaign.*
- *There is $1.139 million in the Building Fund after expenses have been paid.*
- *We have not drawn from the Renovation LOC.*
- *The 3-year campaign comment time frame ends November 2022.*
- *62 of the 204 pledges have been fulfilled.*

6.2 Senior Pastor's Report – *Pastor Christenson*

- *Pastor Robinson has accepted a call to Christ Lutheran Church, Albuquerque, New Mexico.*
- *Villa Ford will be breaking ground on the property improvement work on our lot at Canal & Heim on February 1st and are hoping to finish by June 1st.*
- *A regular financial update for the congregation will begin to be seen in the weekly, "What's Happening at St. Paul's?" emails.*
- *Information was presented regarding increased positive COVID infections and the results of a staff survey regarding COVID protocols.*
- *Pastor Christenson presented the list of proposed nominations for the PSD Convention.*
    - *A motion was made to approve this list. Motion seconded. No discussion. All in favor, none opposed.* **Motion Carried**

6.3 Governance – *Bob Westphal*

- *Nothing to report*

6.4 Endowment – *Nick Seierup*

- *Balances for all designated and undesignated funds were presented along with balances from the previous period.*
- *The volatility of the market may affect the Tuition Assistance Fund.*
- *Each of the Beta testers of the Lifetime Plan for Giving remain in varying degrees of progress. This should be coming to an end soon and the next phase of the program begun.*

7. <u>Other Business</u>

- *The Board of Directors Self Review will be coming soon.*
- *Those up for re-election, please begin prayerfully considering if you would like to be on the June ballot and communicate your decision with Gail Kanneg.*

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.*

Sincerely,
Gail Kanneg – Secretary

Next Regular Meeting – March 22, 2022

Those in Attendance on January 25:

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