St. Paul's Board of Directors' Meeting
Tuesday, May 23, 2023
6 p.m. – Fireside Room
Minutes

Chairman Call to Order – *Carl Van Fleet* at 6:05.

Opening Devotions – *Paul Marlow*
The Humor of God

Secretary Roll Call (silent) Quorum – *Cassie Glastetter (for Gail Kanneg)*

1. **Non-Board Member Comments (topic/time limited)**
   There were no non-board member comments.

2. **Consent Matters**
   2.1 *Meeting Minutes from March 28, 2023* - **Approved**
   2.2 *Financial Report as of April 30, 2023* - **Approved**

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

4. **2023-24 Budget Presentation –** *Pastor Christenson*
   - Budgeted 3% increase in offerings and tithes.
   - Tuition increased by 3% for both preschool and elementary school.
   - Budgeted school enrollment is at 390 students and preschool enrollment at 145 students. Also, expecting an increase in foreign students next year. Current enrollment at ECDC is 138 students and TK-8 is 382 for the fall.
   - Significant increase to salary expense due to elementary school teacher salaries falling below competitive compensation level.
   - Additional salary expense increases due to additional staff (Part-time Visitation Pastor, part-time traditional worship leader and part-time technical director for the church.)
   - Budget includes significant increase in Ministry Partner Tuition Discounts that will be applied to all who are eligible.
   - Other operating expenses increasing include electrical rates, investment in faster internet for live streaming, and capital improvements.
   - Budget continues to include 10% of anticipated offerings to go towards missions.
   - Budget presentation for voters will include Variance for Forecasted Actuals 2023 through June vs 2023-24 Budget and remove Variance – '24 Budget vs. '22 Actuals.
   - **Motion**: Approve to recommend the 2023-24 budget as presented. Seconded. Discussion. **Motion Carried Unanimously.**

5. **Attendance, Enrollment and Giving update** – *Pastor Christenson*
   - Easter Sunday attendance is improving, but still lags pre-COVID attendance numbers. On-campus attendance continues to trend upward, but is still below pre-COVID levels and April skewed due to Easter service. Online maintains similar numbers month-over-month.
   - Undesignated offerings are higher than prior years during this time.
   - ECDC has 130 enrolled for Fall and will need 12 more full-time preschool students to reach budgeted number.

- TK-8 enrollment at 382 with 7 students in process and 30 new students (19 last year) enrolled. Enrollment numbers remain stable. Budgeted goal of 390 full price looks to be attainable. International attendance is increasing.

6. **Upcoming Voters Meeting** – *Carl Van Fleet*

- Candidates include 1 for President, 3 for Vice President, 7 Members at Large, and 1 Secretary.
- Since multiple candidates are running for both Vice President and Members at Large positions, the voting process will be conducted in two rounds with officer position voting to be held first and Member at Large voting second. Additional voting may be required for Member at Large if numbers are too close.

7. Reports

7.1 Treasurer's Report - *Pike Lambeth*

- General tithes and offerings are $30K **below** budget and $37K **above** last year
- Net Income is $434K, which is **above** budget amount by $55K.
- Fiscal year expects to finish on or above budgeted net income.
- Small details left in the construction are still in process and final payment is pending.

7.2 Senior Pastor's Report – *Pastor Christenson*

- Current list of elders was presented for approval. Brandon Carillo and Dan Violette to replace Chip Stockwell and Tim Detviler. **Motion:** Approve slate of elders in May report. Seconded. Discussion. **Motion Carried.**
- Current members of the Principal's Advisory Council were presented for approval. No changes to members. **Motion:** Approve current members of the Principal's Advisory Council. Seconded. Discussion. **Motion Carried.**
- Staffing:
  - Kessler O'Brien will be installed during our Ministry Year Kick-off service Sunday, August 20th.
  - Pastor Tim Detviler hired as part-time visitation pastor.
  - Minister of Music – search continues for this position. Two hopefuls accepted offers at other churches. Looking for more candidates.
  - Traditional Worship Leader – Call Committee met May 15th to begin search for candidates.
  - Two resignations – Abby Shutts (Middle school Math teacher) and Noah Benoun (IT).
- Question raised regarding lease of Heim parking lot with Villa Ford and when lease amount will be increased. Still pending Certificate of Occupancy. Carl Van Fleet and Nicole Stankus to review lease agreement.
- Review Powerpoint presentation for Voter's Meeting and provide Pastor Christenson with any suggested changes.

7.3 Governance Committee Report – *Nothing to report.*

7.4 Endowment Committee Report – *Nick Seierup*

- All fund balances increased since March 2023. The Endowment Committee recommends the following:
  - Undesignated endowment fund distribution was approved for $4,000. **Motion:** Take recommendation to the voters to purchase two 86" TVs, including cables and mounting for church gym. Seconded. Discussion. **Motion carried unanimously.**
  - Undesignated endowment funds in the LCEF account are currently earning interest at around 1%. The Endowment committee recommends pulling funds out of the CD, pay the penalty and invest funds in a higher yielding product. **Motion:** Pull funds out of LCEF CD and reinvest in higher interest earning product. Seconded.

Discussion included confirming funds are not required to stay with LCEF due to loan requirements currently held with LCEF. If they are required to stay with LCEF, then invest in one of their higher yielding products. **Motion carried unanimously.**

- Two gifts were received, one for approximately $61K designated for the Tuition Assistance Fund and an approximately $48K undesignated gift. Due to current market volatility with upcoming economic and political events (potential debt ceiling increase and interest rate hikes) the Endowment Committee recommends investing these funds into a more conservative account with guaranteed principal rather than in equity products to take advantage of higher interest rates at this time.
- **Motion:** Accept the Endowment Committee's recommendation to invest the two recent gifts into All Spring accounts at higher rates and track them per their specific purposes. Seconded. Discussion. **Motion carried unanimously.**
- Additional discussion will take place to provide the Governance Committee with clarification on required approvals for Endowment Committee investment recommendations.

8. **Closed Session**

8.1 Motion: Move into closed session. Seconded. **Motion carried.**

8.2 Motion: Move out of closed session. Seconded. **Motion carried.**

9. **Next Meeting**

-Tuesday July 25, 2023 6:00pm

Adjournment & The Lord's Prayer – *Carl Van Fleet at 8:05pm*

Pastor Christenson and the board thanked Carl Van Fleet for his many years on the board of directors and for his leadership as President during some difficult times and for Stefanie Ransom and her service as a Member at Large for multiple terms.

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

Sincerely,

Cassie Glastetter for Gail Kanneg
Member at Large

Those in Attendance on May 23:	**Guests:**
Carl Van Fleet – President	Nicole Stankus – Sr. Business Manager
Nick Seierup – Vice President	Jackson Thiesfeldt – Principal
Pike Lambeth – Treasurer	Jack Mihr
Pastor Christenson	Bob Westphal
Cassie Glastetter	
Karla Siefkes	
Drew Hantula	
Paul Marlow	
Stefanie Ransom	