

<p>September 20, 2018 -Our Savior's Lutheran Church Board of Directors Meeting Mission Statement: <i>Grounded in Faith, Gathered in Love, and Sent with a Purpose so that Others may gain the Kingdom.</i> MEMBERS PRESENT Voting: Meredith Caskey, Ray Valley, Joel Frost, Amy Stoffer, Greg Otsuka, Interim pastor Christine Wenzel Ex-Officio/ Visitors: Summer Seidenkranz MEMBERS ABSENT: Marci Gaertner</p>	<p>Time Called To Order: 6:35 pm Time Adjourned: 9:25 pm Location: OSLC Family Room Meeting Lead: Meredith Caskey Recording Secretary: Ray Valley</p>
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Topic	Discussion/Actions/Motions	Action	Responsible Party
Approval of Minutes	Approved via email vote on 9/3/2018		
Employee Handbook Review w/ Summer Seidenkranz	<p>Discussion re the absenteeism statement and a doctor's note requirement. Discussion about wording and whether to keep or strike statement about doctor's note requirement. All agreed that we should strike because PTO is used in lieu of sick time with a doctor's note.</p> <p>Discussion also ensued about the culture of staff setting their own schedules and coming and going with little to no disclosure of their whereabouts or schedule. This has been an issue for some time. The handbook will have a basic statement about absenteeism and requirements of being on the job during "scheduled days and assigned times" but any additional policy such as working remotely should be addressed in a separate workplace policy document if deemed necessary. The handbook is meant to focus on overarching principles to set overall expectations of employees.</p>	Incorporate board revisions and circulate a final copy for board approval	Summer Seidenkranz (Chair of HR Committee)

	<p>Reimbursement of Jury Duty pay. Decided against requiring employee to reimburse church because the administrative hassle would outweigh the minor financial difference.</p> <p>7.9 Continuing Education and Travel Travel policies (e.g. mileage vs car allowance) should be a policy and not something in the handbook. This too is an issue that should be taken up soon.</p> <p>HR will address feedback and full board can review the final version of the handbook. Summer will be getting to us shortly.</p>		
Devotion - Amy	"Thank you for waiting" A devotion about patience		
Pastor Report - Pastor Christine	Report stands as written - Life is very busy at OSLC. Good, but very busy		
Staff Report	See attached staff reports Concern regarding staff reports being on the website. Reiterated that staff should follow the template and issues meant to be confidential should be under the paragraph for Board concerns. Confidential items can then be deleted before publishing on website. Staff should submit other updates that they don't mind sharing publicly		
Committee Reports <ul style="list-style-type: none"> • Come and See 	Ray reported that Matt Clark and Dan Stoffer will be stepping down from the committee by the close of 2018. The committee will focus on the meal packing event in cooperation with the Giving Team on November 3rd. Until mission, vision, values and governance pieces become clearer later in 2019 (along with the critical committees		

<ul style="list-style-type: none"> Human Resources Finance 	<p>and functions to carry out our mission), the committee may go dormant and replacements for Matt and Dan probably won't be sought. Short-term task forces can take the place of a standing committee for continuity of important events (examples mentioned were the LJD float and meal packing event).</p> <p>Pastor Christine along with HR Committee are going through files and working on establishing standard job descriptions. Also using other church's to help inform. HR and Pastor Christine wish to move staff performance reviews to January</p> <p>Members - Joel Frost (Treasurer), Pastor Christine, Susan Smith, Chris Buse, Amber Buresh. Working on assembling/integrating different guiding documents from different sources. The counters will also be engaged at some point to understand and review internal controls. Finance Committee charter is a big job that might be not done until late winter. Oct. 2 will meet with Audit committee to talk about roles and overlap. Also, the 2019 budgeting process should be discussed at the meeting and to see what involvement members on the committee would like in the process.</p> <p>Discussion of high priority to figure out the governance model of the finance committee. We all agree that the Treasurer is CFO but we need to determine whether the Treasurer is to remain an elected board member that turns over every 3yrs or be an appointed position to chair the finance committee (bylaw change needed if this is the course). Different pros and cons discussed. Consensus was to find a new treasurer to fill Joel's position on the</p>	<p>Move staff performance reviews to January on Board Calendar</p> <p>Ask for volunteer treasurer nominations from Audit and Finance Committee</p>	<p>Ray</p> <p>Joel</p>
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	<p>board but we have to make clear what tasks are treasurer tasks and what are volunteer business manager tasks. Joel is happy and willing to work closely with the new treasurer and to also continue some of the business manager tasks. Joel will ask for nominations from the Finance and Audit team for the next Treasurer board member. No bylaw changes needed yet.</p>	<p>at Oct. 2nd meeting</p>	
<p>Treasurer's Report- Joel</p>	<p>Currently we are doing ok, but giving is down slightly, expenses are up. Nothing to raise alarm yet at this point. The building fund is lagging behind and discussion ensued about the future need for the splitting out the building fund and perhaps lumping it back in with the General fund.</p> <p>Lots of cleaning up of the budget (decreasing dedicated funds) that is needed, an issue for the Finance committee to take closer look at.</p> <p>First draft of 2019 budget by end of October. Discuss in Oct. Nov. and approved by Dec. board.</p> <p>Some discussion about budgeting before the last day of the year and not knowing if we made our budget. There is an argument to be made for waiting to approve budget by shortly after the new year. Also, we may not know what Transition Team finds in terms of where to put investments. Could we propose a flexible budget to the congregation at the Annual meeting such that we can adapt as needed without Congregation approval? This has been done in the past. See attached for the budget figures</p>		

<ul style="list-style-type: none"> • Ecumen Update 	<p>determined earlier in the process saving time and money but it is what it is and we move on...</p> <p>We're coming up on 90 days from the signed agreement and the County and City are still not done with their surveys and approvals much to the frustration of both OSLC and Ecumen. Thus everything is still sitting in Escrow.</p> <p><i>Joel moved to allow an extension of the Escrow agreement of up to 3 months as an end date to be negotiated by a member of the board with Ecumen. Second Meredith. All approved.</i></p> <p><i>**Later email from Ecumen attorney expected completion much sooner than 90 days and hopefully within the next month.</i></p> <p>Ecumen Money Proposal - Joel presented a v1 proposal. Mission and Outreach - \$30,000 One Time building upkeep:</p> <ul style="list-style-type: none"> • Furnace Replacement - \$50,000 • Key Fob/LADC Security - \$17,000 • Lighting in CLC - \$8,000 • Sub Total - \$75,000 Mortgage retirement - \$100,000 Reserve amount for future uses - \$95,000 Total - \$300,000 <p>Lots of debate about the amount of mortgage relief</p> <ul style="list-style-type: none"> • Some long-time members communicated to Joel already for a very high proportion to go toward 	<p>Sign Amendment to the Escrow Agreement</p>	<p>Ray</p>
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	<p>mortgage retirement (higher or much higher than the 33% in the v1 proposal)</p> <ul style="list-style-type: none"> • Several board members, although recognizing the importance of mortgage retirement, thought that dedicating 33% seemed high for a low interest (4%) fully solvent mortgage with only 9 years left. • What potential Mission and Ministry or Capital Improvement opportunities do we miss by buying a few years of mortgage relief? • Board must make sure that we are representing the needs and wishes of the entire congregation. <p>Ecumen Money v2 Proposal to be presented before congregation on 9/23 by Joel</p> <p>Mission and Outreach - \$30,000 One Time building upkeep:</p> <ul style="list-style-type: none"> • Furnace Replacement - \$50,000 • Key Fob - Security - \$17,000 • Lighting in CLC - \$8,000 • Sub Total - \$75,000 <p>Mortgage retirement - \$75,000 Reserve amount for future uses - \$120,000 Total - \$300,000</p> <p><i>**Update: Congregation weighed in with thoughts on 9/23 and summarized in notes captured by Greg. Mortgage relief was lower in priority than initially expected</i></p>		
<p>New Business</p> <ul style="list-style-type: none"> • Planning Calendar 	<p>Ray has put together a 2018 calendar to chart all the Board To Do's and deadlines. See</p>		

	<p>congregation by making turning in of the pledge cards (and increased pledges) a presumed condition of the event.</p> <ul style="list-style-type: none"> • Other members could understand this perspective but seemed to see the celebration/abundant joy/gratitude theme more front and center and did not wish to over-rule the Giving Teams proposal and ask them to go back to the drawing board. • Time and Talent forms and volunteering was brought up as another theme to perhaps be a part of the program. • Question was called for the vote: Yay's - Pastor Christine, Joel, Meredith, Greg, Nay's - Amy. Marci was not present. Per bylaw's the President (Ray) votes only in the case of a tie. Motion carried 4-1 <p><i>**Update: Member on 9/23 approached Joel and offered to pay for the celebration dinner and thus funds to cover the cost of the dinner will not need to come from the budget.</i></p>	Scheels catering to host the meal (along with other program and logistic coordination needed)	
Member Concerns	Some concern by a member about the perceived image of the board making up Ecumen spending decisions without congregation input.	Congregation Listening Session on 9/23	Joel/Ray
Next Meeting	Joel motioned to adjourn, Greg seconded. All Approved. Next meeting moved around MEA weekend to Oct. 25th.		

Pastor's Report – September 2018

STAFF

- Confirmation Ministry – I will lead the 10th grade group until their Affirmation of Baptism on Reformation Sunday, 10/28.

HR TEAM

- Met with HR team members – We are putting together a staff organization chart.
- Julene and Pr Christine will make sure files are completed.
- Looking at formats for job descriptions. Want them all to look the same. Job descriptions also need updating.

FINANCE TEAM

- Met on August 1, 2018. Will meet on August 28 @ 6:00 pm
- We decided that we should update the OSLC Internal Financial Controls based on current ELCA guidelines as a group. They understand much more than I do.
- Chris Buse requests that the Finance Team put together a 2019 budget as a group.
- Staff seems frustrated about the budget cuts in the past, when at the same time, I am asking them to dream about the future.

TRANSITION TEAM

- Transition Listening Sessions are almost complete. Waiting to hear from young parents and the H.S. youth. Will find themes and report at the retreat.
- Retreat Date is October 7th – includes Staff, Transition Team and Board.

WORSHIP:

- Note: Oct. 7th will be a new structured morning. We will have one “All-Worship Service” followed by a pot-luck hosted by PEP Group! If this is well received, we will continue this monthly to bring the worshipping communities together!

GIVING TEAM

- The following dates will include mission moments in worship: 10/21, 10/28, 11/4, 11/11.
- Everyone will be invited to a “Celebration Dinner” on Sunday, 11/11 at 5:30. We will have a speaker, music performing group, and a time to fill out pledge cards.
- Team is putting together a theme-based 4 week series for the stewardship drive based on the Macedonian project called “Growing Stewards.”
- Partnering with “Come and See” team, so we can include the Meals with a Heart packing event the week before and a mission moment the next day – “Abundant Joy”

OBSERVATIONS

- A lot is happening at OSLC. I am hearing that people are very busy with so many different responsibilities at church.
- I look forward to the retreat!

OTHER

- Thank you to Pastor Keith Lentz for preaching and on-call last week.
- Baptism 9/16 at 10:30 service.

You are in my prayers. Please keep me in yours! Pastor Christine Wenzel

Our Savior's Lutheran Church Staff Report

Date: September 20, 2018

Name: Chad Larson

Program/Ministry: Youth & Family Ministry

1.) Program Planning

a. Jr. High Evolve Youth Group

i. Youth Group will begin on Sept 16th with our continued time slot of 11:30a to 1p. Jr High youth group consists of youth from grades 7th-9th meeting to eat lunch, play some games, and participate in a devotion/bible study discussion.

ii. Wednesday nights

b. Sr. High Activate Youth Group

i. This group will begin meeting on Sept 23rd with our continued time slot of 4:30p to 6p. Our High School youth group schedule will look different this year. Worship in the Sanctuary will begin our time. It will consist of worship music, message/discussion, and prayer. Following worship, we will head back to the youth room to eat dinner together and talk about upcoming events/activities. Finally, we will end with games and/or fellowship. The purpose of this tweak stems from last year and the last 2 mission trips. Our students have communicated a strong desire to engage in worship through song, discussion, and prayer and although faith discussions and prayer have always been a part of youth group, they wanted to worship through music as well. Our praise team band will be leading worship on these nights and assisting in set up/take down.

2.) Confirmation

a. The confirmation Burger Bash will be held in the CLC on Sept. 16th at 5p. I have asked Sandy Roslin to be in charge of the kitchen responsibilities for the night. I will go and purchase the food and she will handle it from there. Jenifer Johnson will be speaking of volunteering for Wednesday night soup suppers during the burger bash. 10th grades students and families will be responsible for bring side dishes.

b. Our confirmation year begin Sept. 19th with activities beginning at 7p. As of now we have enough volunteers for small group leaders

c. 10th grade confirmation retreat is planned for Oct. 6th and 7th. I am working on trying to get a volunteer to be with our students for the morning and early afternoon so I can attend the staff/board retreat.

3.) Mission Trip Sunday

- a. September 23rd at both services
- b. Students will give the message and assist in other duties

4.) Other Items

- a. I am scheduled to preach at both services in Sept. 16th as well as the following Wednesday.
- b. Darla and I have begun discussing detail for the harvest festival
- c. Seminary classes began in September. I have class Monday and Tuesday afternoons.
- d. I was put in charge the week Pastor Christine was gone. My duties included running staff meeting and staying in touch with the rest of the staff about weekly details. Following this week I sat down with Pastor Christine to debrief the week.

Our Savior's Lutheran Church Staff Report

Date: September 14, 2018

Name: Darla Goble

Program/Ministry: Children & Family Ministry

Activities Last Month

- Recruiting teachers
- Recruiting nursery staff/volunteers
- Met with new nursery staff
- Trying to recruit a choir director for youth
- Talking with Emily Fjestad about leading Youth bells
- Meeting with students about All Worship planning
- Meeting with a student and a couple of people in crisis or who were ill
- Writing lessons
- Prepping supplies for Faith Formation
- Prepping supplies for 3rd Grade FaithMarker
- Prepped classrooms and Teacher Bulletin board
- Prepped for Rally Day
- Starting plans for Harvest Festival
- Planning for Intergenerational potluck after All Worship on October 7
- Prepped a second All Worship area so we have one for both worship spaces
- Set up area in Gathering Area for donations for Faith Formation
- Planned and led teacher training
- Meetings with Chad and Stacy about visioning
- Met with Children's Ministry Committee
- Implemented the Pen Pal Program and connected adults and kids
- Planning Moms Night Out

- Communications with parents about Faith Formation starting and emailed families that hadn't registered yet
- Talked With Natalie Larson about leading preschool music
- Prepped Time For Parents supplies and talked with Gloria about leading and topics

Upcoming Activities/important dates

- Rally Day- September 16
- Moms Night Out- September 18
- 3rd Grade FaithMarker- September 30
- All Worship & Intergenerational Potluck-October 7

Our Savior's Lutheran Church Staff Report

Date: Sept 2018

Name: Stacy Meyer

Program/Ministry: Parish Nurse/ Stephen Ministry

Activities Last Month:

- Stephen Ministry training Thursdays 6-9pm. Prep 2 hours for Leadership learning to teach the class. It is going very well. We are learning a lot of skills and having a lot of fun while doing so. Great conversations, skits, role-play and team building.
- Continue to do visits/phone calls/emails to those in need.
- Continue to update prayer chain and add members to this ministry. I have received a lot of positive feedback stating the prayer chain emails really help people feel connected and also to know the outcomes/updates as they come in.
- Meeting with my Health and Caring Leadership team every third month coming up with future ideas and ways to further this ministry.
- Blood pressure clinic every third Sunday of the month. (Unfortunately, I was ill last Sunday.)
- Coordinating 2 volunteers to help visit those who are shut-in or do not get out much. This has proven to be very successful as these members sometimes need someone to just visit with and check-in. These 2 volunteers are friends with the people they are checking in on and they report back to me how they are doing. With Dale gone, this has been helpful.
- Parish nurse meetings are back in effect now that it is fall. We meet the second Wednesday of every month from 12-2 and this is a great way for us to stay connected, be in the know about what each of us are doing at our respective churches and collaborate on special projects together like Senior Faith and Health Day.
- I attended a Virtual Dementia Tour today Sept 18th at Family Means hosted by ACT on Alzheimers. This was a 1.5 hour long course on learning to better help and serve those in our community with Dementia. Very informative!

Upcoming Activities/Important Dates:

- Hosting an appreciation brunch for my Health and Caring Leadership Team on Wednesday September 26th at my home in honor of all their volunteer work they do for our ministry!
- Planning to have Jenny West from Family Means come to our staff meeting and teach a 45 min class on how to be "Dementia Friendly in the Workplace." Then OSLC can be titled as a Dementia Friendly Worksite! Date TBD, but we are hoping for possibly Tuesday October 2nd. I would also like to possibly be trained to teach the Dementia Virtual Tour so I can host it at OSLC and open it up to all members and our community to attend here at church. Many have a loved one diagnosed with Dementia and I believe this could be very helpful.
- I'm going to be taking the Stepping On training this fall when the dates are set (paid for by Lakeview Hospital) so I can become a certified Stepping On Leader. I will be teaching the class 2x/year at Lakeview to start, but would eventually like to offer it 1x/year at OSLC. We have a couple of members taking the class now and they really like it. We have other members that are interested as well. It is a class to help people strength and balance train 60+ years and older to prevent falls.
- I will be attending the Ethics Conference presented by the St. Croix Valley Ethics Committee and hosted at OSLC on October 9th 8am-3:30.
- I will also be attending the Final Affairs Conference presented by Lakeview Hospital Homecare and Hospice hosted at OSLC on November 2nd 8:30am-3pm.
- I have secured the highly adored Tami Briggs- (Therapy Harpist) for the first Sunday of Advent Sunday December 2nd (paid for by Lakeview Foundation Parish Nurse program) here at OSLC! It is called "An evening of Holiday Peace." Refreshments and coffee at 6pm followed by program 6:30pm-7:30pm. I attended this event last year at Salem and it is wonderful. She was well received at Senior Faith and Health Day. Great for an evening of reflection during the holiday season!
- We are starting to work on the space between my office and Chad's office. Jon will be painting the walls a nice neutral tan color and will use that space for private appointments with members and learning materials. This will be of no cost to you as I am using my own furniture and Stephen Ministry books already purchased.

Our Savior's Lutheran Church Staff Report

Date: September 15, 2018

Name: Jane Gay

Program/Ministry: Worship & Music Ministry

Activities Last Month:

August 2018

8/1/18 Music Ministry Planning Meeting for the 2018-19 Program Year Present: Michael Bloem, Keith Lentz, Marlene Lentz, Sharon Ronning, Jane Gay

8/8/18 Review & modification of 2018-19 Program Year Music Calendar proposed by Music Directors 8/1/18 Present: Darla Goble, Chad Larson, Pastor Christine Wenzel, Jane Gay

8/15/18 Worship, Music, Arts Committee Meeting Musical Offerings August Keith Lentz, Joel Ortman, David Plants Vallee de Croix Chorus Christian & Dan Colburn Sabrina Herder

Upcoming Activities/Important Dates

September

Sunday 9/2/18 One Worship Hour at 9:00 AM

Sunday 9/9/18 Worship Hours return to 8:00 & 10:30 AM 8:00 Change to ELW Setting #3

Sunday 9/16/18 Chad Larson will preach on Worship Wednesday Worship resumes 9/19/18 5:30 PM Sunday

9/23/18 Mission Trip Sunday

Our Savior's Lutheran Church Staff Report

Date: September 17, 2018

Name: Jon Burke,

Program/Ministry: Facility/Maintenance Manager

Last Month Activities:

1. Received energy audit from "Enerchange." Have some ideas to reduce our energy cost.
2. Gillo is back to work after a month off.

Upcoming Activities/Important Dates:

1. Schwantes Heating & Air will be here on 9/19/18 to clean, inspect, "Tune-up" roof furnaces for the heating season.
2. Plan to call an electrician to install 24 hour on/off timers for rest room exhaust fan, hot water circulation pump. Install flood light for east entrance door.

Our Savior's Lutheran Church Staff Report

Date: September 17, 2018

Name: Kathy Newton

Program/Ministry: Office Administration

Last Month Activities:

- **On vacation for 2 weeks (Aug. 20-31):** Kathy Frost worked in the office during my absence. She handled all office tasks, updated Women's Ministry booklet, responded to questions, and helped Jon with the distribution of the new exterior door keys in addition to contacting everyone who needed access to a building key via the new lock boxes.
- **Regular office responsibilities:** Tuesday eblasts, Sunday bulletins, email & phone responses to questions and work requests by staff, congregants, committees & church board.
- **Purchases:** office supplies, Oct 7 retreat supplies
- **Program Year Ramp Up:** Worked closely with Darla & Chad to get all registrations downloaded in order to generate Faith Formation class lists, confirmation lists, name tags printed for kids & volunteers, confirmation materials printed and placed into packets. Sent out a number of emails to families regarding our fall program for both Darla & Chad.

Upcoming Activities/Important Dates:

- Get Wednesday program materials ready for both Faith Formation, Confirmation & worship.
- Oct. 6 & 7: Collect all forms & money from 10th grade confirmation students for their retreat and confirmation certificates.
- Oct. 30: Rite of Confirmation – Certificates generated, name tags made, special bulletin

LADC Executive Director Report September 2018

Submitted by: Janet Miller

Fall Greetings Everyone!

I hope you are enjoying this wonderful stretch of “summer-like” weather! A “special” welcome to our newest Board Member, Nikki Giel, principal at Presentation of Mary Catholic School, who will be joining us for this meeting!

It has been another busy summer at LADC, but I think you will be pleased with the work that has been completed. Here are some of the changes:

1. We opened our 14th location at Presentation Catholic School in Maplewood.
2. All returning staff received a pay increase.
3. Playgrounds that needed it have been upgraded with bark and sandboxes. STEM materials were added to the Playhouses.
4. A new Student Account Program called Procure launched on August 1st for all locations.
5. New computers were purchased for each classroom that will be used for new the electronic sign-in and out program.
6. Two more locations will have new security systems and two will have new carpet.

Enrollment Update from Leah:

Attached you will find a very detailed Enrollment Information by site as well as the whole program. I have pasted the latest Enrollment Summary for last year and this year for your quick reference.

% Full by Site (Slots)						
	Year-to-Date Fall 2018/Spring 2019			Fall 2017/Spring 2018 (Full Year Final)		
	% Full Slots	# Slots Taken	#Total Slots	% Full Slots	# Slots Taken	#Total Slots
Community of Grace	98.41%	807	820	95%	706	740
St. Jude's	97.11%	738	760	92%	696	760
Faith Lutheran	93.54%	608	650	85%	551	650
Annunciation	82.50%	462	560	75%	419	560
Faithful Shepherd	80.33%	482	600	84%	418	500
Redeemer	78.03%	476	610	83%	448	540
Our Savior's	77.16%	571	740	80%	591	740
St. Bart's	57.75%	231	400	74%	295	400
POM	56.09%	387	690	0%	0	0
Calvin	53.25%	213	400	64%	254	400
St. Joe's	47.67%	143	300	78%	234	300
Notre Dame	47.50%	304	640	65%	327	500
Trinity	45.19%	235	520	76%	397	520
St. Helena's	40.50%	162	400	59%	237	400
	71.9%	5819	8090	79.5%	5573	7010

Enrollment: There are currently 877 children enrolled (+28 from previous update) and we are currently 3.42% above last year at this time. **Slots:** Currently there are 5819 slots filled (114 more than the previous update in week 32) compared to 5369 at the same time last year. This year we have roughly 7.7% more slots filled than last year at this time.

Overall: 2018 continues to be strong; We are currently 71.93% full with the addition of POM. We are now 7.57% away from surpassing last year's percent full.

NAEYC Accreditation:

I am pleased to announce that both St. Helena, Faithful Shepherd and Calvin Christian, now Avail Academy, became Nationally Accredited over the summer. We are proud to have them join this prestigious group!

We have also begun the Accreditation process for Notre Dame Academy in Minnetonka. Our application for Candidacy has been submitted and we are currently in the Self Study phase. We are looking to have spring visit from the National Assessment Team.

Valley of Peace Partnership Update:

Last school year, the LADC Board voted to table the opportunity to partner with Valley of Peace Lutheran Church in Golden Valley due to budget constraints.

A months ago, I received an email from the Pastor at Valley of Peace Lutheran Church in Golden Valley asking if we would, once again, consider them for a partnership for the 2019-2020 school year.

Some history on them: For the last 30 years, they have run an all-day childcare program called “All God’s Children” that currently has 80 children enrolled, infant through age five. One of the reasons they contacted us was because they have not been able to get a 4 Star Parent Aware rating. The most they can get is two stars. This is due, in part, to staff qualifications. They feel the competition out there is “tough” and they do not feel they have the resources to take it to the next level to stay competitive.

I have met with the Pastor, Ashley Osborn, the Executive Council and have toured the facility. Lynne has also done some market research of programs in the area. The church is in our target market area, but the program and classrooms need a “facelift”. I told them if the partnership continued to move forward, we would not be looking at a September 2020 re-opening under LADC. We can discuss it more at the meeting.

Licensing:

4 locations applied for “licensing changes” over the summer. The following changes took place:

- **Presentation of Mary School in Maplewood** – Obtained a new license
- **Notre Dame Academy in Minnetonka** – Added a Two-Year-Old Classroom
- **St. Jude of the Lake** – Add 20 more children to the city Conditional Use Permit so we could increase the number of 3-year-olds on site at one time from 20 to 40.
- **Community of Grace in WBL** – Increased their capacity of 4-year-olds on site at one time from 20 - 27.

Lynne has spent a lot of time with our state licenser this summer, but it has gone very well. The first month of school for all locations with additional classrooms has been a success!

Annual Bike-a-thon Update:

The annual LADC Fundraiser, the Bike-a-thon, are in full swing. We have changed the name to “Bike Festivals” with our school partners because we partner with the school and invite the Kindergarten and First Grade families to the event. It has become a great “community builder” in the first month of school.

If you have any questions about information contained in my report, please call me on my cell phone at: 651-269-4515. I look forward to seeing everyone on Tuesday. Lunch will be provided. Janet