



Board of Directors Meeting

Our Savior's Lutheran Church is a caring community called by Christ to serve and live in faith

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| Date: 3/21/2019 MEMBERS PRESENT Voting members: Christine, Greg, Amy (late), Sue, Meredith, Greg, Ex-Officio/ Visitors: MEMBERS ABSENT: Chris | Time Called To Order: 6:39 Time Adjourned: Location: Family Room Meeting Lead: Meredith Caskey Recording Secretary: Ray Valley |
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| TOPIC | DISCUSSION | RESPONSIBLE |
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| Reading of the OSLC Mission Statement | | |
| Devotions | 1 Corinthians 13:2 devotion from <i>Christ in our Home</i> | Meredith |
| Approval of Minutes from last Board Mtg | <ul style="list-style-type: none"> ● Board Minutes Approved Electronically Feb 16th | |
| Additions/Approval of Agenda | Motion Greg, Second Ray, All in favor | |
| Pastor Report | <p>Pastor Christine going forward will circulate Pastor report with other staff reports by the 15th of each month and only discuss matters needing board attention.</p> <p>Sound system is a major concern. Need a professional to come in and do a full go through. Christine to have Chad go through the sound system and lead the process of finding contractors and getting bids/quotes for upgrades, installation, and service</p> | Pastor Christine |
| Staff Report | <ul style="list-style-type: none"> ● Three performance reviews completed and they went well. ● Asked for feedback from staff to the board and staff communicated good feedback that the board will take into consideration ● Staff requested greater clarity on the role of Board reps on committees and better communication ● Board liaisons on committees will check in more frequently. | Greg and Pastor Christine |



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| | <p>Board discussed need to “prepare the soil” for the next Pastor and ensure a cohesive team will be greeting him/her when they come on board.</p> | |
| <p>Committee Reports</p> <ul style="list-style-type: none"> ● Call Committee ● Children’s Ministry ● Finance ● Giving Team ● Property and Grounds | <p>Early April Bishop Lull to come back out to discuss vetting of nominated candidates and present the committee with 3-5 names. Eblast and bulletin announcement forthcoming</p> <p>Lots of ideas and energy being put into Children Ministry program and recruiting teams. Darla could use additional moral support and backing where possible</p> <p>Finance Team met on March 13th. Discussed Financial position, reporting needs, and began prioritizing roles, responsibilities, and policies. Christine will be leading along with Susan Smith and Orv Johnson a review of old policy documents and revisions. Top priority it to get better clarity of “Swim Lanes” and RACI matrix of roles/responsibilities of the Business Manager. As of right now, only Greg, Meredith, and Chris have check signing authority, so Joel will need to alert these three when a check is drafted that needs signing</p> <p>Ray discussed delivering regular Mission Moment talks every month. Video link to facebook? Mission Moment talks will be focused on Stewardship all year round (and not a just 1 month pledge drive). They will be 3 min talks from the pulpit that will focus on A) Timely Ministry/Program updates focused on our Mission,Vision,Values, B) Quick financial update, C) What are things members can do to help (Time, Talent, Treasure). Lots of creative discussion ensued about content of future messages. Ray will work with the Giving Team to manage Mission Moments</p> <p>P&G Would like to communicate more about the goings on with the Property and Grounds. Focus is</p> | <p>Greg</p> <p>Meredith</p> <p>Pastor Christine, Ray</p> <p>Ray</p> <p>Ray</p> |



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| | <p>on awareness and the many things that are happening behind the scenes that make Our Savior's a great place to worship. Board is very supportive of more communication. Bringing back a physical newsletter was discussed. Opinions were to build up the vehicle we already have (Eblast - beefed up and printed out rather than printed newsletter - More on Communication below</p> <p>Bruce Ohland agreed to be primary oversight on the installation of the new HVAC and AC systems. Bruce will periodically check in with Young and Son's and do a walk through with them Jon Burke after installation is complete.</p> <p>Bruce and Shari will be resigning from the committee in June when they will be moving out of the area. Ken Olberman agree to chair the committee along with assistance from other committee members where needed. The board will support P&G through transition where needed.</p> | |
| <p>Treasurer Report</p> | <p>Close monitoring required. Financial shortfalls due presumably because of snow in February and March and low attendance. See Treasurer Report for more details.</p> | <p>Pastor Christine</p> |
| <p>Old Business</p> <ul style="list-style-type: none"> ● Approval of Family Room Remodel as proposed on 2/7/18 ● Approval of Young and Son's Furnace Proposal | <p>Electronically approved on 2/14/2019 to use undesignated memorials to cover the remaining costs proposed by Shelly Hill and Jan Leppala.</p> <p>Electronically approved on 2/25/2019 to accept Young and Son's amended proposal to replace the 5 furnaces, AC units, and thermostats</p> <p>Meredith to connect asap with Young and Sons to finalize and sign proposal</p> | <p>Shelly will proceed and have OSLC invoiced for proposed expenses</p> |



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| New Business | | |
| <ul style="list-style-type: none"> ● Job description approvals | <p>Greg to email out Job descriptions for board review</p> | Greg |
| <ul style="list-style-type: none"> ● Appropriate metrics related to our mission/vision/values | <p>Tabled to next meeting.</p> | Meredith |
| <ul style="list-style-type: none"> ● Copywriter laws and how we comply | <p>We need to be aware of copyright law as it relates to what content that we display and distribute (mostly songs). Jane is very aware of copyright law and compliant and is working with Peter Conery (our new visuals guy!).</p> <p>We are allowed to perform music in a worship service and be compliant of copyright law but that does not cover performances outside of the church. That includes parade floats or picnics. If these events will occur then we need to research copyright permissions or apply for a performance license.</p> | Meredith |
| <ul style="list-style-type: none"> ● Prioritization of planning for spending of non-designated memorials | <p>Need to get a global view of needs (wish list) that could be good for non-designated memorial expenditures. Meredith will reach out to staff to establish priorities</p> | Meredith |
| <ul style="list-style-type: none"> ● LADC lease renewal | <p>Due at end of June. Meredith is updating terms and will handle signing</p> | Meredith |
| <ul style="list-style-type: none"> ● Simply Giving Update | <p>Ray is working with our vendor Vanco services to modernize Simply Giving, set up member profiles for their own management of elections online and sunset paper enrollment. It appears that we have most of the tools at our disposal to make this</p> | Ray |

