



Board of Directors Meeting

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

Date: 4/25/2019 MEMBERS PRESENT: Chris Buse, Greg Otsuka, Ray Valley, Amy Stoffer, Sue Amundson Voting members: Ex-Officio/ Visitors: MEMBERS ABSENT: Pastor Christine Wenzel	Time Called To Order: 6:35 Time Adjourned: 9:20 Location: Family Room Meeting Lead: Meredith Caskey Recording Secretary: Ray Valley
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TOPIC	DISCUSSION	RESPONSIBLE
Reading of the OSLC Mission Statement		All
Devotions	Give me Patience NOW!	Amy
Approval of Minutes from last Board Mtg	Approved 3/26/19	All
Pastor Report	Submitted to board prior to meeting	Pastor Christine
Staff Report	<p>Staff reports submitted by staff prior to meeting. In addition...</p> <p>Chris will meet with staff to discuss budgets and process</p> <p>Kathy should proceed with copier lease investigation. Board appreciates initiative on that effort</p> <p>Idea from Jon about patio for little library for Memorial Funds. To be added to the list of ideas...</p>	
Committee Reports <ul style="list-style-type: none"> ● Call Committee ● Children's Ministry 	<p>Started first round of interviews for 3-5 candidates. Committee is great. They are engaged and all have brought a lot of thoughtful and diverse contributions to the table.</p> <p>The safety of children and vulnerable adults is of the highest priority. Pastor Christine to work with Darla to update policy statement on Background</p>	<p>Greg</p> <p>Christine</p>



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<p>Giving Team</p>	<p>Chris to address and update the custodian of Legacy accounts and make sure they are up to date. Helping the committee to come up with a game plan</p> <p>Ideas for a youth stewardship skit. Chris and Greg might know someone who could make it happen.</p> <p>We need to think about ways to decouple attendance with giving. This is why the focus on automated online giving.</p> <p>Possibly look at giving team at help desk with laptops to sign people up online?</p> <p>Ray to look at getting QR codes on envelope</p>	<p>Chris</p> <p>Ray</p>
<p>Property and Grounds</p>	<p>Delay in the furnace project another month because the Young and Son's owner is not recovered yet from surgery. Concerns about whether the project will get done in time to have Bruce Ohland to do a final walk through before the Ohland's move. Property and Grounds committee thinks we're still ok on the timeline</p> <p>Board is favorable to the idea of having a General Contractor to come in, evaluate the facility maintenance backlog and help us prioritize work and suggest contractors. Ray to bring that feedback back to the P&G committee and request that they bring forward a proposal and names</p> <p>Does the board need to approve job descriptions? Board agreed that no approval was needed. Just "Inform" in RACI diagram.</p>	<p>Ray</p>
<p>HR Committee</p>	<p>Board was very impressed with the job HR did on Job Descriptions. They appeared to be very professional.</p>	<p>Greg</p>



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<p>Caring Ministry</p>	<p>Chris to use template to draft the Business Manager Job descriptions and have HR review</p> <p>Job descriptions - questions about communication and financial tracking requirements for department directors with budgets. Greg appreciates all comments</p> <p>Amy to draft some ideas about communication for job descriptions.</p> <p>Do we want to partner with Our Community Kitchen and St. Croix Family Resource Center in sponsoring a meal at our church? Need volunteers. 4th Friday of the month once a year. Board likes the concept and would like to leave it to the Health and Caring team to further refine the proposal.</p> <p>Question about how much communication should go into the bulletin and flyer inserts (e.g., Dementia gathering)? Who is the audience? Does it meet our Mission and Value Statements? Need to also be brief for the bulletin. Seems appropriate to announce timely invites. We'll consider with the communication strategy, but in the meantime, use the bulletin for short announcements and more information can be found in the eblast or bulletin board, direct people to where the single source of truth is.</p>	<p>Sue</p>
<p>Old Business</p> <p>Communication plan</p> <p>Review of action item spreadsheet</p>	<p>Amy went over her Communication plan that she worked together with Shelly Hill and Kathy Newton. Asked for board input on plan. Committees should take on a greater role of communication. Communication tool kit for committees brought from the Board Liaison. For example, more guidance on Facebook posting guidelines. Board to review communication plan and give some feedback by end of next week.</p>	<p>Amy</p> <p>Ray</p>



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Member Concerns Wheelchair seating in the sanctuary	Might have to work with ushers or staff to find a spot that works	
Next Meeting	May 16th 2019 6:30 pm	
Adjournment Concluding Prayer	Greg motioned, Second by Ray. All approved. Meeting adjourned at 9:20	