

St. Paul's Lutheran Church - Board of Directors Meeting Minutes January 13, 2020

2020 St. Paul's Board of Directors:

In attendance: Zac Huffman, Bernice Prescott, Rick Wood, Diane Segelhorst, Jen Houck,
Pastor Dave via phone

Call to Order at 7:40 – Opened with Prayer

December 2019 Board of Directors Meeting Minutes were approved with one spelling correction

Treasurer's Report - December 2019

- December Budget Status: **70.86%** of goal, up from November: **67.08%**
- Offerings YTD: \$146,499.00; short of goal: **(\$60,253.78)**
- Expenses YTD: \$226,712.72; over budget **(19,959.94)**; deficit was largely due to property improvements
- Overall YTD: (all income minus expenses) **(\$38,935.66)**
- 2020 Giving forms - **15** received (disappointing)
- Year end special gift request - nothing significant reported
- 2020 Budget: \$205,389.24; decrease of \$1,363.54 over 2019. We have District guidelines concerning pastoral salary, which may require a budget revision. Will need to look at the total package. Zac will provide data which may need to be presented to the congregation for comparison to the current budget. Pastor Dave commented that we should estimate pastoral support on the basis of a 5 -10 year range of experience, and provide call information and expected increase in expenses to the congregation. He also noted that a turndown on a call due to salary range may get attention from the congregation.

Report approved.

Pastor's Report

- January Outreach Coaching - Tina Jasion, who has been contracted for outreach coaching, had a good initial meeting with the team. The process is to first develop a mindset of what is required to reach out, then identify specific actions, followed by training. The team representative to the Board will be Cyndie Dixon. Zac suggested that regular updates be provided to the congregation. The team members are: Cyndie Dixon, Mary Kress, Jon Retzer, Patrick Dugan, Bonnie Wienhold. Pr. Dave and Zac participate as schedules allow.

- January Bible class is based on the book "Prodigal God" and is being led by Cyndie Dixon after the first service. She would like to add a session after the second service.

- Review and discussion of congregation goals, per the January 3 e-mail. Pastor Dave advised that the goals need to be kept in front of the congregation, including publicity about the goals, why they are important and what people can do specifically to achieve them. Discussion as to which of the suggested goals are most important or most feasible. The consensus was that the three goals on which to focus are:

1. Attendance – Initially target 80 and then reach for 90; achievable if everyone commits to weekly attendance,
2. Budget – Achieving the income goal; Important to compare the annual cost of the vacancy services to the annual cost of a full time pastor and present to the congregation. Need to study giving units and show the congregation how we can meet our needs. Some discussion of comparing needs to number of giving units, but that is imperfect due to varying levels of ability to give.
3. Invite a Guest Sunday – Schedule this activity for certain Sundays.

The pastor and congregation can have direct impact on the first two goals, and the effort will be launched when Pastor Dave returns in the second week of February.

- Visitors – Working on better follow-up and procedures.

-Currently Pastor Dave is spending time preparing for Lenten services, with the themes of “Beneath the Cross,” “Cross is our Rock,” “Cross in our Home,” “Cross Sets Us Free,” and “Set Your Eyes on the Cross.” Services will be on Wednesday evenings, preceded by a soup supper. Consideration to providing an “Ashes to Go” drive-through opportunity at 7:00 a.m. on Ash Wednesday. Visitors would also be given a flier about the Lenten services and an explanation of the disposition on ashes. A Palm Sunday drama may also be presented.

Items, Issues & Projects

1 - St. Paul’s revised Profile was submitted to Southeastern District on December 12, 2019; Zac anticipates a response in February, 2020. President John Denninger will be with us on February 2, 2020; there will be a reception after the second service, with Pastors Schaefer and Maack invited.

2 - Review open items & old business from December 2019 BoD meeting:

- First service bulletins will remain as currently presented and we will continue to look at other options with the new pastor;

- We will begin to pass the offering plate at the second service;

- Electronic giving options - Diane Segelhorst is doing research that considers cost and capabilities, and will review her information with the Treasurer, Financial Secretary and Web Manager to make a recommendation. She noted there are ACH and debit/credit card options; transaction fees versus monthly fees and that fees may vary by volume, and security and record keeping concerns to consider. Zac will provide to her information about the LCEF version. Diane will try to report back by February.

- Job descriptions edit and review – Zac is reviewing the job descriptions and will meet with each individual

- Sanctuary remodel - 1Q 2020 (?) - no update at this time

- Exterior waterproofing: ACS - completed

- Landscaping: Evergreen Gene’s: Phase II - completed

- Signage (Dell & Rick) - permit submission pending - in progress; once it is submitted, processing will take a few days; may possible have permit by the week of January

- Photo directory: 60 photos were taken; Jen Houck will create the booklet - in progress; Pastor has reviewed for additions needed

- County water – John Segelhorst and Zac met with the AA County Department of Public Works on January 7. The application is in review with engineering at the County. The simplest solution is to connect through Crofton Manor; the other option is to bring service down Route 450, which would require approval of 50.1% of affected property owners.

- Replace water fountain – project on hold pending public water request

- Downstairs flooring / painting project – Patrice; flooring project on hold pending public water request; noted that we could proceed with painting

- BGE LED light replacement project – should have a date this week for the walk-through

3 - Capital improvement year 2020 projects pending and approximate costs:

- Downstairs flooring \$ 23,000 (3 proposals): on hold

- Downstairs painting \$ 5,000 +/- (Craig S)

- Water fountain \$ 1,000 +/- on hold

- St. Paul’s Electronic Sign \$ 10,000 +/- 1Q 2020

- Altar remodel \$ 5,000 +/- 1Q 2020

- LED Light replacement \$ 6,000 +/- BGE sub; January 2020; cost may be less than anticipated

4 - New Business

- Sunday School Director - Heidi Wood is leaving this position at the end of the school year a replacement is needed; congregation will be advised of this need in the newsletter
- Winter Relief - Sharon Heineken is coordinating this effort for January 27 through February 3
- Installation of 2020 Officers – will occur in both services on February 9
- International pot luck dinner – February 15 at 5PM in the Fellowship Hall
- Lenten Soup & Sermon - Wednesdays, March 4, 11, 18, 25 and April 1; sign-up sheets will be available in early February
- St. Patrick's Day buffet supper – March 14, 5-8 PM, in the Fellowship Hall
- All Board of Directors; at-large positions will expire in December 2021. Zac indicated we do not want a wholesale turnover at that point and asked who is willing to extend their terms; Rick and Cyndie indicated that they would. Tom Cook's vice-president tenure expires December 2020 and may need a replacement; Zac's tenure expires December 2021.

Meeting was adjourned at 7:55 pm with the Lord's Prayer.

Respectfully Submitted,
Bernice Prescott, Secretary