

## INTRODUCTION:

- A regular monthly meeting of the Board of Directors (BOD) of Our Savior Lutheran Ministries (OSLM) was held on Tuesday, July 16, 2019, in the OSLM Conference Room. BOD members in attendance were Directors Angela Westphal (Chair), Chris Korsak (Vice Chair), Kimberly Brandt (Secretary), John Honig, Linda Futral, Katrina Owens, and Mark Klins, as well as Pastor Kevin Austin, Julie Knight, and Elder Jesse Yow.
- A quorum being present, the meeting was called to order at 6:59pm.
- Kimberly Brandt led an opening devotion, concluding with prayer.
- Open Forum - none

## GENERAL BUSINESS:

- Chris Korsak makes a **motion** to accept the draft agenda for this meeting and was **passed** unanimously.
- Chris Korsak makes a **motion** to accept the minutes of the June 26, 2019 regular LGB meeting, as distributed by Secretary Diane Schildbach to the BOD via email, **passed** unanimously.
- ***Report on Endowment Committee (Presented by Joe Ryno)***
  - Members include: Joe Ryno (chair), Beth Young, Beth Erbert, Ann Brand, and Bob Edemeyer
    - The Endowment committee meets once per quarter
  - Joe distributed the OSLM Endowment Fund trifold (Attachment #1)
    - The mission of the Endowment Committee is to fund items not pre-approved in church budget such as youth or outreach projects and college scholarships
  - Current account balance is approximately \$51,800
    - Monies come from donations, fundraisers (e.g., cookbooks, pot scrubbers)
  - 5% of balance at end of March in the calendar year can be used for projects
  - Fund distributed in 2018 were \$2,700 and have distributed \$250 in 2019
  - Have current requests for \$2500
  - Beginning in September the Committee will have campaign to raise awareness of the committee's mission and raise additional funds
  - Discussion was held regarding the uses of the funds

## MONITORING:

- ***Semi-Annual Schools Report (Presented by Julie Knight):***
  - Current 2019-2020 enrollment is 214
  - Staffing Changes:
    - Re-hired Leslie Schiebler
    - Did not extend contract to Paige Handy
    - Mrs. Hancock will teach 2<sup>nd</sup> grade
    - Mr. Quadera will be the 6<sup>th</sup> grade teacher
    - Nora Zinnel officially retired

- Hired new TK aide to replace Mrs. Zinnel
- Karen Poppe will be the librarian and resource aide
- Other:
  - Implementing MAP testing in Grades K to 8<sup>th</sup> grade
  - Julie Knight finished SLED training
  - Discussion was held to provide OSLC support in the upcoming school year

#### **OTHER BOARD ACTIONS:**

- ***Child Protection Policy***
  - Discussion on Child Protection Policy (CPP)
    - Pastor summarized CPP (attached)
    - Discussion was held to address questions regarding the CPP
  - Angela Westphal made a motion to approve the CPP as it is written provided however that it is approved by our insurance company and law enforcement with an allowance of 90 days from final approval for implementation. The motion was **passed** unanimously.

#### **MONITORING (continued):**

- ***Financial Report*** - The Board has not received the June reports for review because the final year end budget has not been done. They will be sent out when they are available. There were no questions from the Board on these financials.
- ***Pastor's Report*** – The Board received Pastor Austin's July report via email (Attachment #2). Pastor updated the Board on the AV installation and potential Launch Sunday plans/events.

#### **STRATEGIC PLANNING:**

- ***Lay Governing Board Self-Assessment Survey*** – Prior to this meeting, Kim Brandt had prepared and emailed to the Board a summary of results obtained through a survey offered to the entire OSLM congregation and staff. Kim Brandt reviewed this summary of data, which included numerically rated answers as well as general comments. Discussion was held to evaluate opportunities to address communication and relationships with staff and congregation. BOD will meet in smaller groups to help develop implementable ideas; these ideas will be discussed at the August meeting.
- ***Major Moves: Goal Setting***
  - Pastor recommends moving this portion of the meeting to an email discussion. Submit goals for 2019 to Pastor by August 5.

#### **COMMENTS FROM DIRECTORS:**

- Pastor K would like to have discussion w/ the three new directors and Angela Westphal regarding the focus of the Board. Pastor K will coordinate a meeting.

**REVIEW OF CALENDAR:**

August 10 - Campus Cleanup (all day)

August 13 – Executive Committee Meeting @ 6:30pm in Pastor's office

August 18 - Special Voters Meeting-Constitution Sanctuary @ 10:30am

August 19 – All Staff Meeting 10am to 12pm in Fireside Room

August 20 - Board of Directors Meeting – Conference Room at 7:00pm

August 25 – Launch Sunday includes Installation of Directors/Elder – Sanctuary/Fellowship Hall

**ADJOURNMENT:** Following a closing prayer by Pastor Austin, the meeting was adjourned after Chris Korsak's motion to adjourn was passed unanimously at 9:29pm.

**ATTACHMENTS:**

- [Attachment #1](#) – Endowment Committee Trifold
- [Attachment #2](#) - Pastor's Report to the BOD, dated July 2019

Submitted by: Kimberly Brandt, July 20, 2019

Approved by BOD: August 20, 2019