



Prince of Peace
Lutheran Church

BOARD OF DIRECTOR'S MEETING MINUTES

Tuesday, December 6, 2011

5:30 p.m.

Attendance

Board Members: Polly Bergerson, Terry Gallagher, Brian Howland, Wendy Horton, Jason Just, Darrell Lindemann, Bill Newton, Curt Sommer, Sharon Venne

Staff: Susan Jambor, Jeff Marian, Jane Victorey, Julie Klein, Eric Elton

Call to Order

Wendy called the meeting to order at 5:30 p.m.

Devotions

Jeff opened the meeting with devotions and prayer.

Agenda

Motion made by Darrell to approve the agenda with flexibility. Second by Sharon. Motion passed.

Approval of November 1, 2011 Minutes

Motion made by Darrell to approve the minutes of the November 1, 2011 meeting; second by Sharon. Motion passed.

Reports

• **Missions – Eric Elton**

Eric shared highlights of the past 12 months in Missions which included the Mission Outpost expansion and increased partnership with Casa de Dios, and adding two Friday nights a month with young adults serving in Mission Outpost. A complete list of local, national and international mission highlights will be included in the Prince of Peace Annual Report which will be distributed in January.

• **Lead Pastor Report – Jeff**

Jeff participated in an annual meeting with Bishop Mark Hanson and ELCA Mission Director Steve Bouman with several other area pastors in November to talk about the future of the ELCA. Susan and Jeff will be meeting with Kari Davis this month to plan a proposal for next steps in regard to diversity/inclusivity education for staff and key leadership. Jeff is pleased with the response received at the *Moving Into God's Future...and Ours* vision meetings. Six meetings were held during November and December with approximately 130 participants. More meetings will be scheduled in early 2012.

• **Human Resources Report – Susan**

A web survey was launched with the staff and new members. Major themes included a more simple and service-oriented website. Prince of Peace will be an active participant in the Burnsville Commonplace virtual community. Facebook is being used as major avenue for advertising ministry events. Work continues on the educational process on diversity with staff and board members. Jeff and Susan met with the Diversity/Inclusivity planning team on December 1.

- **Finance Director Report – Jane**

October offerings are again below budget – but expenses are better than budget year-to-date. Because of the consistent shortfall in offerings, Jane has reviewed budget assumptions for revenue. While this year's offering is budgeted 6.9% higher than last year's actual offering, last year we had severe weather that impacted offerings by well over \$100,000. This year's offering budget is only 1.25% higher than the actual 2009-2010 offering, and even that year we were dealing with the fallout from the ELCA Churchwide Assembly decision. Jane will monitor November and December offerings very closely and make recommended adjustments for the rest of the fiscal year if this shortfall continues.

705 pledges have been received to date – either through pledge forms or electronic giving commitments. Last year 698 pledges were received by the end of January. Almost 70 families have been identified who pledged last year who did not pledge again this year. All of these families will be contacted if they are still active at PoP, as well as having a final general communication to encourage pledging.

Following discussion regarding capital repair and replacement needs, *a motion was made by Brian to approve use of the capital repair and replacement fund for major HVAC repairs to repair and install a CLC heat pump, replace a pressure regulator in the cooling tower and repair a WC rooftop unit for a total of \$4308.55. Second by Sharon. Motion passed.* Jane reported that \$49,058.43 was the final total of the fund used for the CLC repurpose replacement heat pumps and technology (The Board previously approved up to \$52,500 to be used towards these items.)

Consent Agenda *Motion made by Sharon to receive and file the written reports submitted by Jane Victorey, Finance Director; Susan Jambor, Human Resources Director; and Jeff Marian, Lead Pastor. Second by Polly. Motion passed.*

New Business

- **Board Evaluation**

Board evaluation discussion will be included in the January 2012 meeting agenda.

- **Land Discussion**

Jane reported on her meeting with Burnsville City planners in regard to land usage. Questions concerning the land will be sent to Jane and the board via email for further discussion.

- **Memorial Garden/Columbarium**

Bill presented columbarium and memorial garden information (which included pros and cons, and photos) gathered by the committee from other churches with a columbarium. There was consensus among Board members to continue to pursue further exploration and information with regard to a columbarium on the Prince of Peace campus.

- **Capital Campaign Update**

Principal payments in November lowered our loan balance to \$2,760,000. Total contributed to *No Debt! Know Mission!* through November 20 is \$1,846,734. \$126,506 has been contributed to our Capital Repair and Replacement Fund.

- **50th Anniversary Update**

Bill presented a proposed calendar for 50th anniversary celebration year. *Bill made a motion to approve the proposed calendar with flexibility. Second by Polly. Motion passed.*

- **Housing Allowance Approval**

Sharon made a motion to approve the housing allowances for Pastors Claire Cassell, Erik Feig, Paul Gauche and Jeff Marian for 2012 as declared in their personnel files for 2012 until it is changed. Second by Polly. Motion passed.

- **Audit Approval**

Motion made by Sharon to approve the audit report. Second by Polly. Motion passed.

- **Mothers of Elementary Students (MOES) request**

Mothers of Elementary Students (soon to be known as MOMS@Peace) will hold a fashion show boutique at Prince of Peace with part of the sales to benefit *Feed My Starving Children* at Prince of Peace. The purpose is to invite new women into the group in an environment that is very casual. *Motion made by Bill to allow MOES to advertise the event following Prince of Peace guidelines, which includes the stipulation that it not be advertised in the Take-it-Home-Tools and that the leaders track their success. Second by Brian. Wendy and Terry opposed. Motion passed.*

Adjournment

Wendy adjourned the meeting at 8:10 p.m. and the meeting ended with the Lord's Prayer.

Respectfully submitted,

Julie Klein
Assistant to the Lead Pastor
Recording Secretary

Sharon Venne
Secretary