

# OSLC Governing Board 1st Quarter Meeting Minutes

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**Members present:** Paul Krueger, Myron Thompson, Dave Niess, Nick Dreyer, & Dennis Krueger  
**Not present:** Chad Thompson, Merle Zander, Susann DeForest (sent in resignation letter to the board that was presented at this meeting)

**Also present:** Betsy Jones (secretary to the board), Matt Albright (OSLC 2017/2018 Vicar), Bonnie Rennich (OSLC staff member), and Chaplain Rick Jones (Vacancy Pastor for OSLC as of 2-4-18). Brenda Reckelberg of Hance CPA was also present at the beginning of the meeting to discuss OSLC financial reports and then she left.

Call to Order: 8:09AM

Devotion given by Paul Krueger—Isaiah 41

## MINUTES

1. APPROVED by Consent Agenda:
  - a. "LHLH Financial Report (January 2018)" [ATTACHMENT B]
  - b. OSLC's 2018 CPA/Accounting Personnel will be Dave Hance.
  - c. Pastors' Designated Housing (Ratification for IRS Purposes)... Pastor's designated housing for 2018 is \$19,000 and was approved by the congregation during the November 2017 Semi-Annual Meeting in the 2018 budget.
2. OSLC Financial Reports [ATTACHMENT C] was retained on the agenda for discussion by the Board. After further discussion and clarification on *the Capital Campaign*, it was APPROVED BY CONSENT.
  - a. Contents of Attachment C:
    - "Our Savior Lutheran Church 2017 Financial Report"
    - "Our Savior Lutheran Church Balance Sheet (as of January 25, 2018)"
    - "Our Savior Lutheran Church Profit & Loss Budget vs. Actual (January through December 2017)"
    - "Our Savior Lutheran Church Profit & Loss Prev Year Comparison (January through December 2017)"
3. Brenda Reckelberg from Hance CPA was present at the meeting and overviewed the to-date budget with the board.
4. Our budget deficit for 2017 was \$281.00.
5. BY CONSENT, the kitchen plans will be on hold until further notice.
6. OSLC will not be able to apply for a 2018-2019 Vicar.
7. As of 2-1-18, Joelle Schaan has transitioned from full-time to part time position. She will be the vacancy Children's Ministry director until it is covered. She will continue to be Youth Ministry director.
8. OSLC Assets Report [HANDOUT 1] was reviewed/discussed including info regarding the trailers that are owned by OSLC on behalf of LCMS Disaster Response.
9. Dave Niess (Chairman of Board) read resignation letter from the 2018 Governing Board from Susann DeForest. The letter was accepted. Dave Niess will contact Sue Dodd and ask her to join the 2018 Governing Board. If accepted, the congregation will be informed of Sue's serving as interim board member until another vote will take place at OSLC's June Semi Annual Meeting, per Elder request as a sign of good faith and transparency.

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10. Written comments on the ballots from the November 2017 Semi-Annual Congregational Meeting were reviewed and discussed. BY CONSENT, approval was given for disposal of the paper ballots.
  11. BY CONSENT,
    - a. David Niess was re-elected as Chairman of the Governing Board for 2018. (Chairman of the Governing Board also serves as Chairman of the Congregation for 2018.)
    - b. Chad Thompson was re-elected as Vice Chairman of the Governing Board for 2018. (Vice Chairman of the Governing Board also serves as Vice Chairman of the Congregation for 2018.)
    - c. Dennis Krueger was re-elected as Officer for Finances for 2018.
    - d. Merle Zander was newly elected as Officer for Documents for 2018.
  12. BY CONSENT, Pastor Rick Jones is now the Vacancy Pastor at OSLC and supervisor to Vicar Matt Albright and will be compensated.
  13. ACTION ITEM: Pastor Rick Jones and Vicar Matt Albright will discuss potential additional compensation for the vicar and communicate their request with Dave Niess.
  14. ACTION ITEM: Bonnie Rennich will check with Hance CPA about the Secretary Position's compensation.
  15. ACTION ITEM: Betsy Jones and Bonnie Rennich will talk with Joelle Schaan about filling the Children's Ministry director position.
  16. Pastor Joel Brandvold will be taking over the preaching responsibilities at Trinity Lutheran Church in Tolley, ND (OSLC's sister congregation) starting Wednesday, February 14<sup>th</sup> with Ash Wednesday through Sunday and Lenten worship through Easter. Tolley remains under OSLC's call. OSLC will still be in charge of visitations.
    - a. ACTION ITEM: Pastor Rick Jones checking with Pastor Joel Brandvold about aso preaching on Sunday, February 11<sup>th</sup>.
  17. ACTION ITEM: Dave Niess will contact Hance CPA in regards to compensation and how it is done through OSLC with Pastor Rick Jones and Pastor Joel Brandvold potentially as possible private contractor.
  18. Senior Pastor's Departure Discussion (Executive Discussion)
    - a. BY CONSENT, with policy based governance, Pastor Rick Jones will hold the staff accountable.
    - b. BY CONSENT, Bonnie Rennich will manage the day to day decisions on behalf of the board without additional compensation. Additional compensation will be brought up again at a later date.
    - c. ACTION ITEM: Dave Niess will contact Ryan Schaan to ask him if he will work with and direct our maintenance worker, Rob Warath, for the care of the property for the interim basis.
    - d. ACTION ITEM: Dave Niess will contact Steve Carbno if he will be in charge of the Hope Village equipment decisions along with its maintenance.

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- e. ACTION ITEM: Dave Niess will contact Steve Carbno about the Hope Village board and adding an OSLC member to that board because OSLC has Hope Village assets.
  - f. ACTION ITEM: Dave Niess will ask from Paul Krueger an offer for the requested Hope Village pickup and one of the surplus trailers.
  - g. ACTION ITEM: Bonnie Rennich, will look into creating an OSLC account at Food Services of America and break ties from the Hope Village account. She will also inform staff when making purchases, to no longer use the Hope Village account.
  - h. ACTION ITEM: Bonnie Rennich will check with Hance CPA about Paul Krueger's name on any financial accounts for OSLC.
  - i. ACTION ITEM: Dave Niess will check with Paul Krueger about Kevin Thomson's payment plan to pay back for his trailer.
  - j. BY CONSENT, Paul Krueger's pay will be covered through February 28<sup>th</sup>, 2018.
  - k. By CONSENT, the last date of Paul Krueger's insurance coverage will be February 28<sup>th</sup>, 2018.
  - l. ACTION ITEM: Dave Niess will contact Hance CPA about processing this change in pay and insurance coverage.
  - m. ACTION ITEM: Bonnie Rennich will check about getting OSLC tables and chairs from the Krueger residence and returned to OSLC.
  - n. Paul Krueger will be moving out of his church office on Monday, February 5<sup>th</sup>. ACTION ITEM: Dave Niess and possibly also Dennis Krueger will be present when this is happening.
  - o. ACTION ITEM: Bonnie Rennich will call SRT about changing the security system access code and the chain of contact (chain of contact will change to Dave Niess, Bonnie Rennich).
  - p. ACTION ITEM: Bonnich Rennich will contact Peggy Trondson about tips on changing door codes (external, internal) and the garage codes.
  - q. ACTION ITEM: Dave Niess will collect the keys from Paul Krueger.
  - r. ACTION ITEM: Dave Niess will find out if Paul Krueger's phone is a property of the church or himself. Apps will be removed.
  - s. ACTION ITEM: Vicar Matt Albright is purchasing a hard drive and will assist Paul Krueger with transferring and potentially clearing off OSLC items from his personal computer (remove Pro Presenter from computer).
  - t. ACTION ITEM: Dave Niess will find out about any potential OSLC Credit Cards Paul Krueger may have.
  - u. ACTION ITEM: Dave Niess will help transfer any office confidential files from Paul Krueger to Pastor Rick Jones.
19. The next call meeting (February 20<sup>th</sup>), the call committee will address the next steps (i.e. Senior Pastor and/or Assistant Pastor).
  20. BY CONSENT, the "Designated Funds Policy" [ATTACHMENT E] was discussed and APPROVED.

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- a. ACTION ITEM: Betsy Jones will share this with Hance CPA. Bonnie Rennich will share this with the OSLC staff.
  21. Reviewing and reflecting on the 2017 Milestones did not happen at this meeting as planned.
  22. ACTION ITEM: The board members are requested to send Dave Niess or Betsy Jones suggestions for the 2018 Nomination Committee.
  23. FYI: The Statistical Report Summary will be coming via email when completed.
  24. The Governing Board will next meet for the 2<sup>nd</sup> Quarter Governing Board Meeting on Saturday, April 14<sup>th</sup> from 8-10:30a (potential schedule changes will be emailed between Governing Board members).
  25. The June Semi Annual Congregational Meeting will take place on Sunday, June 10<sup>th</sup> where a 6 month update will be given to the congregation, the 2018 Nomination and Election Committee will be elected by the congregation for the 2019 Governing Board and Board of Elders. And, as necessary, any property will be approved.
  26. Closing Prayer done by Pastor Rick Jones.
  27. Meeting Adjourned at 12:21PM.