

# OSLC Governing Board 1st Quarter Meeting Minutes (1-19-19)

**Members present:** David DesLauriers, Dave Niess, Dennis Krueger, Eric Poppinga, Myron Thompson, Ryan Schaan, Merle Zander (via Skype in Florida for the first portion of the meeting)

**Not present:** N/A

**Also present:** Betsy Jones (secretary to the board), Bonnie Rennich (OSLC staff member), and Pastor Rich Davis (Intentional Interim). Dave Hance of Hance CPA, Kim Martin & Terry Voeller of the LHLH Board, Lynn Nord of the S-Team, Jim Potts of the Security Team, and Steve Carbo of the Elders were also present at the beginning of the meeting.

Call to Order: 8:03AM

Devotion given by Pastor Rich Davis (Shared "Rejected for Us" devotion.)

## MINUTES

- a. "Consent Agenda Form (1-19-19)" [ATTACHMENT A] ITEMS:
  - i. 2019 Pastors' Designated Housing:
    - a) BY CONSENT, approval by board of up to 50% of Pastor Rich Davis' salary may go to his housing for 2019.
  - ii. 2019 CPA/Accounting Personnel:
    - a) BY CONSENT, approval of OSLC's 2019 CPA/Accounting Personnel will be Dave Hance.
- b. Little Hands Loving Hearts Child Development Center
  - i. Kim Martin and Terry Voeller (LHLH Board Members) gave an overview of LHLH and clarification on items on their report and clarification on items.
    - a) Dental/Vision option (\$150/month) was tried for a year and then LHLH was \$5,000 short for the year. Looking in to retirement plan. It has been tight for LHLH. Decided by ad-hoc committee to add Dental/Vision options back.
    - b) They gave HANDOUT "LHLH Paid to OSLC" on LHLH's payment of utilities the last 3 years (i.e. 2016-2018). See handout (posted on OSLC website leadership page) for details.
      - i. ACTION ITEM: Dave Hance will compare the handout with other OSLC financial records at Hance CPA.
    - c) Planning on holding an additional fundraiser that is open to the public...Church Bazaar fundraiser (with donated crafts/food/plants) on Sat, April 6<sup>th</sup>. This fundraiser is needed to help with a cushion for payroll. They currently do two other fundraisers a year.
    - d) Still planning on updating little play area with fence to the east of the main building.
    - e) Writing a grant for storage shed...waiting to work on that in the spring.
    - f) Informed LHLH of mouse issue throughout whole building and how S-Team will look into it.
  - ii. BY CONSENT, "LHLH Board Report (for January 2019 Governing Board Meeting)" [ATTACHMENT B] was APPROVED by the board.
- c. OSLC Financial Reports
  - i. Hance CPA representative, Dave Hance, gave a review of the financial report. \$25,000 net in new year. Additional expected expense item for the year is a Synodical fee (used to happen every 3 years) of \$4 per communicant member (841 members)...\$3,364. Will now happen every year.
  - ii. Insurance Question on cars...Hope Village Trailers. Now correctly allocated for 2019 budget.
  - iii. BY CONSENT, "OSLC Financial Reports" [ATTACHMENT C] was APPROVED.
- d. OSLC Security Team Update from Jim Potts:
  - i. There was discussion on potential "Concealed Weapon Carry" policy for OSLC. FYI that via information from President Bertsch, there is no district policy on this so it is a "church by church" basis.

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- ii. Jim will be looking into the opportunity to create a Security Team possibly in conjunction with the current S-Team.
- iii. HANDOUT "Concealed Weapon Carry Policy for Our Savior Lutheran Church" given as a proposal. See handout (posted on OSLC website leadership page) for details.
- iv. Discussion happened in regards to the logistics of the team and policy.
- v. ACTION ITEMS that BY CONSENT, Jim Potts will move forward with:
  - a) The next steps will be to contact our LCMS Synod, Homeland Security, an Attorney/State's Attorney, and check with our Insurance to help with the process of potentially creating a policy for OSLC.
  - b) Look into the free option of having a Security Analysis done at our church.
  - c) Create a Security Team for OSLC.
- e. Elder Chairman, Eric Poppinga presented and gave an overview of HANDOUT "Board of Elders 1<sup>st</sup> Quarter Governing Board Update January 19, 2019" to the board. See handout (posted on OSLC website leadership page) for details. A couple additional notes of interest include:
  - i. #4 Congregational Roster Cleanup and Organization...letter to be shared with Governing Board when drafted.
- f. LED Light Project Update from Lynn Nord and Ryan Schaan of the S-Team
  - i. 90 2X4 LED lights...also possibly 2X2 in certain areas. Will be \$300/month savings on electricity. Will pay for itself in 2 years.
  - ii. Fellowship Hall lights were done in December for \$1685. The cost of covered through a donation.
  - iii. Plan to be done in 3 Stages.
    - a) STAGE 1: Remaining lights from the Soda Machine to the West of the Building (i.e. room 105, 106, kitchen, bathrooms, staff offices, hallways)
      - i. COST: roughly \$5000 to do this stage.
        - i. ACTION ITEM: Finance committee will meet to look into where funds are taken from.
    - b) STAGE 2: Sanctuary
      - i. ACTION ITEM: S-Team obtain bid and ideas from electrician
    - c) STAGE 3: From the Soda Machine to the East of the Building (i.e. LHLH Side)
      - i. ACTION ITEM: S-Team obtain bid on this.
  - iv. Labor is quick and easy and done by S-Team.
  - v. The S-Team is also looking into updating outdoor lighting (i.e. parking lot, entrance).
  - vi. BY CONSENT, the S-Team can move forward with Stage 1 and get bids on stage 2 and 3.
- g. Quick review of "Attendance & Offering Status Update" [ATTACHMENT D).
  - i. Attendance:
    - a) The board was encouraged by the attendance numbers.
    - b) Plan for "welcome home" campaign after Easter to help encourage attendance.
    - c) Evangelism Brainstorming Ideas were presented...new digital sign at front of church, inviting people at new Hospital.
  - ii. Offering:
    - a) ACTION ITEM: Have intentional opening slide on Livestream about options for giving.

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- b) Idea of Stewardship Committee not currently in place at OSLC. Last one at OSLC was 4-5 years ago.
- c) Stewardship Sermon Series has been done in past.
- h. "Staff Reports to Board (for January 2019 Governing Board Meeting)" [ATTACHMENT E] overview given.
  - i. Pastor Davis highlighted certain items from his report. Please also note:
    - a) Special Demographics Meeting on Thursday, February 7<sup>th</sup> at 6:30 p.m. All people (not just the Transition Team) are welcome and encouraged to attend to help look at the vision and mission of OSLC. Reminder that all Transition Team meetings are open to anyone to attend.
    - b) There is a new additional opportunity of writing down Prayer Requests (not just speaking) for worship services to hand into ushers during the offering.
  - ii. Bonnie Rennich highlighted certain concerns/celebrated items from the Staff Report:
    - a) Bonnie Rennich's Report:
      - i. "Welcome Home" Event coming up after Easter.
      - ii. Had put together 23 worship services between Thanksgiving and the end of December.
      - iii. Feeling good about office duties.
    - b) Sue Dodd's Report:
      - i. Watching and trying address trend of Sunday School numbers that typically drop after Christmas.
      - ii. Family Ministry...starting up now.
    - c) Joelle Schaan's Report:
      - i. Confirmation concerns are being addressed.
      - ii. Really looking into process of moving ahead with Director of Christian Education.
      - iii. 13 going to National Youth Gathering this Summer.
      - iv. Feb 10<sup>th</sup> Valentine's Banquet
        - i. Planning on adding wine on the tables, per Governing Board's discernment and approval.
    - d) Marsha DesLauriers, Betsy Jones, and Pam Trueblood are working well together on office duties. Possible Office Coverage Concern with Pam is off for two weeks for family reasons and Marsha leaving for month.
    - e) Rob Warath has not been able to come in as much lately because of his new job's demands. Coming in to help with sidewalks if it snows. Idea of possibly looking into Designated Maintenance Job. S-Team and Gary Trueblood has taken on some of the needs. Need for personal calls to those who are interested in helping when opportunities arise.
  - i. DCE/DCM (Director of Christian Education/Ministry) Budget Clarification and Update
    - i. The Youth Ministry Team is looking into options to get one from the LCMS Universities or from the field.
    - ii. District guidelines for a first year LCMS University grad are approximately currently around \$29,520 plus housing and health insurance.

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- iii. OSLC's current 2019 Budget has \$48,500 allocated for the hiring of a DCE (i.e. \$16,000 in 3 different areas...Youth ministry Director, Youth Ministry Coordinator, High School Ministries).
- iv. BY CONSENT, the board approves using the allocated funds of \$48,500 (listed in "ii" above) for moving forward in the calling of a Director of Christian Education or Director of Christian Ministry.
- j. "Guest Pastor" Line Item in Budget Discussion (currently \$100.00 plus mileage reimbursement a Sunday)
  - i. BY CONSENT, the board approves increasing the amount given to a Guest Preacher to \$250.00 plus mileage reimbursement for covering 3 services a Sunday.
- k. Per policy under the Accountability model we use, the Board of Elders' decisions and recommendations must be presented to the Governing Board via Eric Poppinga (Elder Representative on the Board).
- l. BY CONSENT, hard copies of the November Semi-Annual Meeting will be disposed of, since written notes were addressed.
- m. ACTION ITEM: Make a Ministry Moment a week before Semi-Annual Meeting about encouraging questions and review of the info packet.
- n. FYI: Statistical Report Summary will be coming via email when completed.
- o. Request for Governing Board Members send potential names for "Ministry Milestones Development Team" to Pastor Davis before March.
- p. "Who We Are OSLC Statement of Identity" Discussion. OSLC's identity is through the mission statement. No need to defend OSLC's Practice.
- q. Governing Board Nomination of LCMS President, LCMS Vice President, and 1<sup>st</sup> and 2<sup>nd</sup> Regional Vice President.
  - i. Nomination Deadline: February 20<sup>th</sup>
  - ii. Voter Registration Deadline: March 24<sup>th</sup>
  - iii. ACTION ITEM: Pastor Davis and Dave Niess will be getting together in the next week or two to look at potential nominations.
- r. UPDATE on OSLC Assets (Dave Niess)
  - i. HANDOUT ASSETS page 1 "Proposal to Gift OSLC Tent and Trailer to DBGR" assessed and BY CONSENT, going ahead with proposal.
  - ii. HANDOUT ASSETS page 3-4 "Offer to Gift Property in Kenmare, ND to OSLC" discussed and BY CONSENT, the board rejects the proposal.
  - iii. HANDOUT ASSETS page 2 "OSLC Assets-Summary 02-03-18" overviewed and BY CONSENT, the following asset items will be dealt with as stated:
    - a) OSLC Assets:
      - i. Keeping:
        - i. Gator
        - ii. Youth Trailer
        - iii. Tandem Trailer for Tools (owned by Synod/OSLC)
        - iv. Church Van (1999 Ford Econoline 16 passenger Van)
      - ii. Donating/Giving Away:
        - i. 2 Hope Village Bunk Trailers are going away to SE District for LCMS Disaster Relief. We will sign the titles over to them when they come.
        - ii. Other 2 Hope Village Bunk Trailers possibly getting gifted to Camp at Shepherd's Hill at the Crossroads

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- iii. Small Tool Trailer with Tools (looking into donating to Habitat for Humanity)
- iii. Selling (interested parties contact Dave Niess):
  - i. 2009 Chevy ¾ Ton Pickup
  - ii. Ford Taurus
  - iii. 1999 Saturn SE
  - iv. Dump Trailer
  - v. Refrigerator Trailer
  - vi. Freezer Trailer
  - vii. Kitchen Trailer
  - viii. Chainsaw and other tools (having MercyCare Auction in Spring)

s. Upcoming Items/Dates of Interest:

FEBRUARY	NONE	X
MARCH	NONE	X
APRIL	<b>2<sup>nd</sup> Quarter Governing Board Meeting</b> (Proposed Nomination and Election Committee Approved, Discuss Culture and Community, Pastor informs GB of "Ministry Milestones Development Team" members)	<b>4-13-19</b> <b>(Sat 8-10:30a)</b>
MAY	NONE	X
JUNE	Semi-Annual Congregational Meeting (Give 6-month update to congregation, Approve Property When Necessary)	6-9-19 (balloting Sun after each service, as needed)...Governing Board Members man the voting table.

- t. Closing Prayer done by Pastor Rich Davis.
- u. Meeting Adjourned at 12:44 p.m.

LHLH paid to OSLC

**2016 Utilities paid**

Bank Statement month	Check date	Check number	\$ amount
January			
February			
March			
April	4/12/2016	3654	\$ 1,000.00
May			
June	6/24/2016	3789	\$ 1,000.00
July			
August			
September	11/1/2016	3699	\$ 1,000.00
October			
November			
December			

\$ 250<sup>00</sup>/month  
= \$ 3000<sup>00</sup>/YR

**2017 Utilities paid**

Bank Statement month	Check date	Check number	\$ amount
January	12/28/2016	4173	\$ 1,000.00
February			
March	3/8/2017	4188	\$ 1,000.00
April			
May			
June			
July			
August			
September			
October			
November			
December	12/1/2017	4278	\$ 500.00

**2018 Utilities paid**

Bank Statement month	Check date	Check number	\$ amount
January	1/13/2018	4628	\$ 500.00
February			
March	3/18/2018	4628	\$ 1,000.00
April			
May	5/2/2018	4646	\$ 250.00

2 months shortage for 2017 plus March and April 2018

June	6/10/2018	4655	\$	250.00
July	7/6/2018	4660	\$	250.00
August	8/6/2018	4667	\$	250.00
September	9/4/2018	4674	\$	250.00
October	10/1/2018	4742	\$	250.00
November	11/11/2018	4748	\$	350.00
December	12/18/2018	4752	\$	350.00

## Concealed Weapon Carry Policy

### Our Savior Lutheran Church

**Persons carrying a concealed weapon on the premises of Our Savior Lutheran Church in Minot North Dakota must be in compliance with the following policy.**

1. Be able to legally own and possess the weapon.
2. Be a member in good standing of the congregation of Our Savior Lutheran Church.
3. Must have a current Concealed Carry License from North Dakota or the equivalent from a state with reciprocity with North Dakota

**OR**

Have a copy of a criminal background check done within the past 5 years.

4. A copy of the current CCL or background check, a recent photo of the individual and an application must be on file with the church.
5. Must participate in a minimum of 1 organized training or competition per year. Documentation of such filed with the church.
6. Practice with the weapon regularly.

(Proposed Policy submitted 1/19/2019)





OSLC

where faith & life meet

Board of Elders 1<sup>st</sup> Quarter  
Governing Board Update January 19, 2019



### **1. Men's Winter Refuge**

**a. Volunteers provided five meals to the Refuge during one week and we have provided supplies given by members of the congregation. We will deliver the last of the donated items to the Refuge the week of January 21<sup>st</sup>. It was a successful ministry for a wonderful cause.**

### **2. Shut In Visits**

**a. The Elders have been and will continue to visit our shut-ins. We are currently seeing 9 different individuals or couples. Pastor Davis covered this item during our last Elder Meeting and stressed the importance of not only doing the visits, but also logging the visit and reporting properly.**

### **3. Member Call Night**

**a. The Elders are conducting monthly call nights where we continue to contact a list of those who either would like to talk to an Elder or the Pastor, or those we simply haven't seen in a while and need to check their status. For the coming months, we will be transitioning away from calls and spending that time on roster cleanup.**



#### 4. Congregation Roster Cleanup & Organization

- a. The Elders are beginning work on the process of cleaning up our membership roster. Chairman Poppinga and Elders will work closely with Kim Haugen and also Church Staff to evaluate the best, most productive, and most accurate manner in which to accomplish a more robust and accurate membership roster. This will help in many areas of the Church to include a good solid number for our new Senior Pastor to work from when he arrives.

#### 5. Foundations of Faith Membership Class

- a. Nick Dreyer, Steve Carbo, & Eric Poppinga are teaching the Foundations of Faith Class for those who wish to become members of OSLC. The Elders hope to take an additional responsibility off Pastor Davis and also are really enjoying the opportunity to work with those who wish to be members of our Church Body. The first meeting on Monday, January 14<sup>th</sup> was really terrific.

#### 6. Saturday Morning Men's Bible Study

- a. The Bible Study continues to be a success and has grown by a few attendees in the past three to four weeks. Leading responsibilities have been shared between Pastor Rick, Nick Dreyer, Jon Dodd, & Eric Poppinga. During our last Elder meeting, we voted to move our monthly Elder Board meeting to 10:00 am to avoid interfering with the Saturday Morning Bible Study.



## 7. Mercy Care Update

a. The Elders continue to help those in immediate need, provide assistance and support in the form of both financial and spiritual. The congregation continues to wonderfully step up and support this ministry. We have been able to help individuals and families in great need and will continue to always be the very best stewards of the monetary gifts our congregation gives from their heart.

## 8. Confirmation Classes & Transition Team Assistance

a. The Elders continue to have at least one member of the Board teaching or assisting with the Confirmation Program and also sitting on the Transition Team.

## 9. Sunday Morning 9:30 Bible Study

a. The Bible Study continues to be a success and is led by Pastor Rick, Eric Poppinga, Nick Dreyer, or Jon Dodd.

## 10. STEAM

a. The Steam Team continues to accomplish miscellaneous cleanup projects inside and outside the church. The LED lighting project is moving forward. (report by others).



**11. Security Team**

- a. The Elders continue to discuss, evaluate, and provide support to Jim Potts and the others who form the Security Team. Once this team is up and running with the oversight and advisement of the Governing Board, the Elders intend to help make this a Ministry opportunity (update provided by Jim).

**12. Lutherans For Life**

- a. The Elders, working with Nick Dreyer, will be bringing a representative from Lutherans Life or a similar/affiliated organization to speak to both to the Saturday Morning Men's Bible Study and the congregation.

**13. Working on relationships, "who we are" document, improving worship experiences**

- a. The Elders continue to have in-depth conversations with many members of the congregation in regards to being who we are in relation to President Harrison's definition. We will continue to educate ourselves as to what it truly means to be Lutheran. We voted during our January 12<sup>th</sup> meeting to completely eliminate the unnecessarily confrontational "Who We Are" document and concentrate on assisting to draft appropriate language for a Mission & Vision Statement. We are beginning work on adding an additional Holy Communion opportunity for the 9:30 & 11:00 worship and also better educate ourselves and the congregation on the weight & beauty of the Sacrament of Holy Communion.

## Proposal to Gift OSLC Tent and Trailer to DBGR

City of Minot requires a permit to erect tent in the city limits.

Must be inspected and pass inspection by MCFD once erected.

DBGR with 3 campuses would benefit and use more frequently than OSLC.

OSLC with 4 weeks notice would be allowed to borrow tent for their event at no cost to either party and OSLC would provide insurance coverage and responsibility for any damage to DBGR Tent and Trailer while in OSLC possession.

## OSLC Assets - Summary 02-03-18

	SN or VIN or Product ID	License Plate	Approximate Purchase Date	Purchase Price	Approximate Current Value		
<b>Owned by OSLC</b>							
OGT Bobcat Skid Loader	501961165		8/1/2013	\$1,600	\$5,600	SOLD	\$1,400.00
1999 Ford Econoline 16 passenger Van	1FBSS31L2XHB12523	KPR 430	5/15/2015	\$1,500	\$2,800		
2009 Chevy 3/4 Ton Pickup	1GCHK49K69E107644	KED 698	8/15/2012	Donated	\$10,324		
14' x 54' Modular Building (Chapel)			2/15/2012	\$36,000	\$32,000	Classrm LHLH	
Car Hauler Trailer (2010) Diamond C	46UFU2021A1126978	T239497	7/15/2013	\$7,600	\$4,600	Joel Brandvold	
John Deere Gator w/Snowblade	1M0550TBKCM015195		1/15/2013	\$13,500	\$8,100		
Utility Trailer - Flatbed w/ramps	5A8SUW818CR052362		7/15/2012	Donated	\$3,500		
2012 Carry On Cargo Trailer for Tent	4YMCL1217CM004119	P58276	9/15/2014	\$2,400	\$1,200	Donate DBGR	
54'x70' Tent			2/15/2012	\$10,000	\$8,500	Donate DBGR	
16' Covered Single Axle Trailer 2013 AM Hauler	5N6200F18D1038056	T295534	7/15/2013	Donated	\$3,500		
2015 Cargo Trailer AM Hauler Tool Trailer	593200E17F1050390	10839T	7/10/2015	\$3,350	\$3,250		
2013 AM Hauler - Dump Trailer	5N6200F23D1038362	T360559	7/15/2014	\$5,000	\$6,900		
Total					\$90,274		
<b>Owned by OSLC on Behalf</b>							
<b>Of LCMS Disaster Response</b>							
Diamond Cargo Mobile Kitchen Trailer	53NBE3023D1012533		2/15/2013	\$54,000	\$65,000		
18' Refrigeration Trailer	5N6200J27D1038954	T329969	11/15/2012	\$23,000	\$18,000		
18' Refrigeration Trailer	5N6200J25D1038953	T329970	11/15/2012	\$23,000	\$18,000		
40' Dutch Park Bunk Trailer-2012	1D9500V3XC1396216	T293572	10/18/2011	\$36,500	\$26,500		
40' Dutch Park Bunk Trailer-2012	1D9500V37C1396217	T293570	10/18/2011	\$36,500	\$26,500		
40' Dutch Park Bunk Trailer-2012	1D9500V33C1396218	T293571	10/18/2011	\$36,500	\$26,500		
40' Dutch Park Bunk Trailer-2012	1D9500V31C1396220	T293569	10/18/2011	\$36,500	\$26,500		
34' Double Office Trailer			9/8/2011	\$15,250	\$10,500		
Total					\$217,500		

Church Mutual Ins. Co. c/o Jessica S. 3000 Schuster Lane, Merrill, WI 54452

Jonathan Parker Accounts Manager 320-333-6176 Cell  
Michael Fischer Agent

## Offer to Gift Property in Kenmare, ND to OSLC

Property Owner: Dennis Roach

116 Pinehurst Ct

Slidell, LA 70460

Property Description: Northwood Heights Addition

Lot 11 Block 2

Kenmare, ND

Market Value 2018: \$4,000.00

Taxable: \$200.00

Taxes 2018 1<sup>st</sup> Half: \$31.80 Due: 03/01/2019

2<sup>nd</sup> Half: \$31.80 Due: 10/15/2019

Total: \$63.60





△  
NORTH

## LED LIGHTING UPDATE

From Lynn Nord of S-Team

I am writing to inform you of the lighting issues that we have throughout the church. In the fellowship hall, the hanging lights are in bad shape. We are looking into replacing them with LED LIGHTS. There is an example LED light replacement hanging in the entrance. This is the style we would like to install throughout the offices, entrances, bathrooms, the classrooms, and fellowship hall. The 2 X 4 lights will provide a clean and bright look to our church.

We invited Mike, from Bulbs & Batteries, over to give us recommendations and price quotes. We installed the one light in the entrance as an example. The price is \$64.99 per light fixture. No more bulbs or ballast. They have a 5 year replacement warranty on the light. Lifetime rating of 60,000 hours. They say it will reduce the amount of electricity bill by over 50 - 75 %. Pam and Bonnie estimated the average monthly electric bill to be between \$1,000-\$1,400. If installed in the first phase, it has the potential to cut that bill by 25%. That would be saving \$300 per month. That will pay for the new lights in two years or less depending on the amount of usage . We have 90 lights to replace in phase one. At a cost of 90 lights X \$65 = \$5,850. We will have to hire an electrician to do the lights in the fellowship hall. I have spoken with Todd Awalt, and to install those lights in fellowship hall he estimates it would probably take less than a day. The rest of the lights can be changed over by ourselves. This will reduce the cost of labor. I would like to ask to do this in three stages. This being the first stage. Second the sanctuary and finally the great room and classrooms. We would like to have a dawn to dusk light at the entrance of the church to provide better lighting for the church. I believe it would provide better light to the entrance of church. The new lighting would make it safer and more welcoming to new and current congregation members.