

OSLC Governing Board 1st Quarter Meeting Minutes (1-11-20)

Members present: David DesLauriers, Dave Niess, Dennis Krueger, Eric Poppinga, Ryan Schaan, Karla Yates

Not present: Myron Thompson

Also present: Pastor Heath Trampe (Senior Pastor), Betsy Jones (secretary to the board), Dave Hance (Hance CPA), Kim Martin (LHLH Board).

Call to Order: 8:05 a.m.

Devotion given by Pastor Heath Trampe (Luke 10: 38-42)

MINUTES

- a. "Consent Agenda Form (1-11-20)" [ATTACHMENT A] ITEMS:
 - i. 2020 CPA/Accounting Personnel:
 - a) BY CONSENT, approval of OSLC's 2020 CPA/Accounting Personnel will be Dave Hance.
 - ii. 2020 Pastors' Designated Housing:
 - a) BY CONSENT, approval by board of up to 50% of Pastor Heath Trampe's salary may go to his housing for 2020.
 - iii. Authorized Signees for OSLC's Financial Accounts:
 - a) BY CONSENT, approval to remove Andrew Busch from the LYF (Youth) 2728 Account.
 - iv. Authorized Signees for OSLC's Credit Card:
 - a) BY CONSENT, approval to add Marsha DesLauriers and David Hance as authorized signees for the Bremer Bank business Credit Card.
- b. Little Hands Loving Hearts Child Development Center
 - i. Kim Martin (LHLH Board Member) gave an overview of the report and clarification on items.
 - a) LHLH will be looking for help from a group from church to help with tearing down the current swing set.
 - b) Update to December numbers... Income: \$39,522.58, Expenses: \$39,466.97, Ending 2020 Balance: \$31,228.43.
 - c) AED replacement pads every 2 years. LHLH covered it two years ago.
 - i. ACTION ITEM: OSLC will be in charge of AED pad purchases in the future (needed every two years).
 - ii. BY CONSENT, "LHLH Board Report (for January 2020 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.
 - a) ACTION ITEM: Following the November semi-Annual meeting, OSLC secretary will inform Hance CPA to cut a church in the new year for the local mission organizations that were voted by the congregation to receive funds.
 - b) Roughly \$6,000 ahead for the month of December 2019. Roughly +\$300 in 2019 overall. Roughly \$9,000 ahead at this point with the 2020 budget.
 - c) ACTION ITEM: Planning on having a follow up meeting to analyze financial situation and potential future plans so it is ready to present to the congregation at the June semi-annual meeting. Dave Hance will communicate options for meeting with the board.
 - d) Discussions are in place about current status of contract with Hostfest from the 2019 year (wanting \$800 back from OSLC)
 - e) ACTION ITEM: Dave Hance will check with the church office regarding yearly fee for online giving (Pushpay) versus giving.

OSLC Governing Board 1st Quarter Meeting Minutes (1-11-20)

- f) ACTION ITEM: Add line item to budget for Pastor's business expenses. Dave Hance and Pastor Trampe will meet and discuss and then share with Governing Board through email for consent.
- ii. BY CONSENT, "OSLC Financial Reports (January-December 2019)" [ATTACHMENT C] was APPROVED.
- iii. "OSLC Mortgage Plan via Hance CPA" [ATTACHMENT D]
 - a) ACTION ITEM: Dave Hance will add Mortgage update in Financial Report for each quarterly meeting.
- d. "Staff Reports to Board (for January 2020 Governing Board Meeting)" [ATTACHMENT E] overview was given by Pastor Heath Trampe and highlights include:
 - i. Pastor Trampe's Report:
 - a) ACTION ITEM: Pastor Trampe will resume the exploration of calling additional Pastoral staff to OSLC.
 - b) Potentially a lot more than the 4 prospective new members (as his report originally stated). Still looking to begin a New Member class soon.
 - ii. Bonnie Rennich's Report:
 - a) Adding Divine Service 4 (per recommendation of Elders) to the rotation of the 8:15 services (at the 3rd week of the month).
 - b) 9:30/11:00 Sunday Services: no changes planned.
 - c) Christmas Eve Services: Plan to keep the 3:00 and 4:30 times in 2020 and still open to adding an additional service in the future.
 - d) Small Group Ministry: Pastor is looking to teach to more throughout the week via different future classes. myLife classes plan to resume.
 - e) Bonnie continues to transition the office duty roles to Pastor Trampe.
 - iii. Sue Dodd's Report:
 - a) Sunday Morning: Plan to have the kids head to Sunday School right before the sermon (not right at the beginning of the service) so children are able to worship the first half of the service.
 - b) This year's VBS "Rocky Railway" plans are already underway. FYI, Pastor plans to be involved in VBS.
 - c) The process to hire Sue's replacement (i.e. Children's Ministry Coordinator (part time/20 hour a week)) has begun...goal for hire by May or sooner.
 - d) Goals to instill Faith Legacy Milestone Ministry (whole life discipleship) at OSLC when available.
 - iv. Joelle Schaan's Report:
 - a) Importance of family involvement and a goal for growth in this category 2021.
 - b) Concern about the lack of Sunday morning NUTS attendance.
 - c) Wednesday Nights: New plan to do "Live" Curriculum.
- e. Elder Chairman, Eric Popinga, presented and gave an overview of "Board of Elders 1st Quarter Update" [ATTACHMENT F] to the board. A couple additional notes of interest include:
 - i. Looking at ways to improve attendance of the Sunday Morning adult Bible study.
 - ii. Have 3-man teams for Sunday mornings (ushering, communion, and baptisms).
 - iii. Building a nice relationship between the three local LCMS congregations.

OSLC Governing Board 1st Quarter Meeting Minutes (1-11-20)

- iv. Church Safety and Defense Training (3-hour assessment) scheduled for either April 7th or April 21st.
- v. Church Roster clean up delayed for a bit.
- vi. Elder Call Nights returning.
- f. There was a quick review of "Attendance & Offering Status Update" [ATTACHMENT G]
 - i. Attendance: Picking up.
- g. OSLC Assets (Dave Niess)
 - i. Reviewed "OSLC Assets & Insurance (1-11-20)" [ATTACHMENT H]
 - ii. Discussion in regards to the allocation of funds (\$19,000) from the selling of Assets
 - a) ACTION ITEM: Looking into possibility of trading in current 15 passenger van and using funds to purchase new vehicle.
 - iii. Update:
 - a) Kitchen Trailer, 1 Bunk Trailer, 2 refrigerator trailers are no longer an asset of OSLC. Lutheran Church Charities
 - i. ACTION ITEM: Dave Niess will plan to take off of insurance.
 - b) Office Trailer is still in South Dakota.
 - c) 3 Bunk Trailers
- h. LED Light Project Update was given by Ryan Schaan.
 - i. \$6500 needed for updating east portion of building.
 - ii. ACTION ITEM: Ryan Schaan getting bids from a couple electricians for installing lights.
- i. BY CONSENT, hard copies of the November Semi-Annual Meeting will be disposed of. There were no written notes to be addressed. The Governing Board were asked for a recount of the ballots. The Governing Board discussed it and found that it was unnecessary.
- j. Discussion about staff spouses on boards. "Conflict of Interest Policy...page 5" [HANDOUT 1] reviewed.
- k. Discussion about 1-year term versus 2-year term of board members.
 - i. BY CONSENT AND RESOLUTION, the Governing Board has resolved that the board members serve 2-year terms per 2015 April Governing Board Meeting Minutes "In accordance with the OSLC Constitution and Bylaws, staggered terms were put in place."
- l. FYI: OSLC is Disaster Facility for Douglas, Makoti, Minot, and Ryder in 2020
 - i. "OSLC Disaster Facility Memorandum of Understanding" [ATTACHMENT I]
- m. FYI: Statistical Report Summary will be coming via email when completed.
- n. Request for Governing Board Members send potential names for "Ministry Milestones Development Team" to Pastor Heath Trampe before March.
 - i. David DesLauriers has offered to be on the team as a representative of the Governing Board.
 - ii. Eric Poppinga will bring this up to the Elder Board to find a representative from them.
- o. Upcoming Items/Dates of Interest:

FEBRUARY	NONE	X
MARCH	NONE	X
APRIL	2nd Quarter Governing Board Meeting (approve proposed Nomination and Election Committee; Pastor informs GB of "Ministry Milestones Development Team" members)	4-18-20 (Sat 8-10:30a)
MAY	NONE	X

OSLC Governing Board 1st Quarter Meeting Minutes (1-11-20)

JUNE	<u>Semi-Annual Congregational Meeting</u> (give 6-month update to congregation; approve property (when necessary))	6-14-20 (Sun w/ balloting after each service, as needed) GB Members man voting table.
JULY	3rd Quarter Governing Board Meeting (approve property (when necessary))	7-14-20 (Tue 6-8:30p)

- p. Closing Prayer done by Pastor Heath Trampe.
- q. Meeting Adjourned at 11:25 a.m.