

# OSLC Governing Board 4th Quarter Meeting Minutes (10-17-20)

**Members present:** David DesLauriers (Vice Chairman), Dave Niess (Chairman), Dennis Krueger (Officer for Finances), Ryan Schaan (Officer for Documents), Myron Thompson, Karla Yates

**Not present:** Pastor Heath Trampe (Senior Pastor), Dave Hance (Hance CPA), Eric Poppinga (Board of Elders Representative)

**Also present:** Betsy Jones (Secretary to the Board), Kim Martin (LHLH Board).

Call to Order: 8:13 a.m.

Devotion given by Chairman Dave Niess (Mark 8:27-30: "Peter declares that Jesus is the Messiah")...Declaring Christ as our Savior and holding fast to him and being that beacon of light to all!

## MINUTES

- a. There was no Consent Agenda at this meeting.
- b. Little Hands Loving Hearts Child Development Center
  - i. Kim Martin (LHLH Board Member) gave an overview of the report and highlights include:
    - a) LHLH currently have some staff shortages and are looking to hire a couple more.
    - b) LHLH was given board approval to store the new LHLH swing set/playset boxes in storage garage south of parking lot which will be arriving sometime in November until Spring when Dakota Fence comes for assessment and puts in the perimeter fence.
    - c) They have concerns about their portable Classroom Building use in the winter and would like assistance/advice about ways to insulate it to help alleviate frozen plumbing issues in the winter.
      - i. **ACTION ITEM: Ryan Schaan will assess it and discuss with LHLH.**
    - d) Ryan Schaan repaired the plumbing leak in the infant room and the 3-year old room after the plumber could not find the leak. Bills include: Testing Company (\$250), CleanTech renting item, fogging, and assessing for the mold cleanup (waiting on bill), and Ryan Schaan (see "Action Item" below).
      - i. **ACTION ITEM: Ryan Schaan will submit a bill (including receipts for items purchased and potential labor costs for submitting to insurance for compensation). Ryan Schaan and Dave Niess will discuss further specifically about labor costs.**
      - ii. **ACTION ITEM: OSLC will submit the bills to insurance and then discuss the dividing of costs between LHLH and OSLC.**
    - e) The Burritos for Bambinos fundraiser on 10/4/20 was a hit bringing in \$1100 in free-will offerings.
    - f) They are looking for replacement LHLH Board members as Kim Martin has tendered her resignation for the end of 2020, Gayle Balster may soon resign, as well as possibly Terry Voeller, too. November will be elections for the board. Replacement LHLH Board Members need a heart for Christian Childcare and do not need to be an OSLC Member. Also looking for someone with an accounting background.
      - i. **ACTION ITEM: Please direct potential LHLH Board Member names to Kim Martin, Terry Voeller, or Karla Ross (701-852-5454).**
      - ii. **BY CONSENT, "LHLH Board Report (for October 2020 Governing Board Meeting)" [ATTACHMENT A] was APPROVED by the board.**
  - c. OSLC Financial Reports
    - i. Dennis Krueger reviewed the financial report and highlights include:
      - a) Giving continues to be down (about 30%). See below in C.ii. ideas about stewardship and keeping the congregation informed.
      - b) **BY CONSENT, "OSLC Financial Reports (July-September 2020)" [ATTACHMENT B] was APPROVED by the board.**
    - ii. Dennis Kreuger reviewed the proposed 2021 OSLC Mission and Ministry Budget and highlights include:
      - a) 2021 Budget will be up about 75,000 (mostly due to the addition of having a 2<sup>nd</sup> Pastor).
      - b) Discussion about sharing with the congregation our OSLC's current status and the importance of giving.
        - i. In the past, our church has had Fall Sermon Series about stewardship that seemed to go well...so potentially having our pastors consider doing that again in the future.
        - ii. **ACTION ITEM: Have Dennis Kruger (Governing Board Officer for Finances) give a Ministry Moment every 3 months at the end of worship about the current state of budget/giving.**

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- iii. ACTION ITEM: Still in light of COVID, idea to have low contact means of making the offering plate more visible by possibly having people holding plates in the fellowship hall following services or some other idea like someone standing there (Elder perhaps) and saying "Thank You" as they give in the plate on the table. Staff and Elders can discuss these options further.
- iv. ACTION ITEM: During worship have pastors verbally list giving options during offering portion of worship services again and add a slide on ProPresenter including "ways to giving".
- v. ACTION ITEM: Create a Stewardship Committee again as in past years, to discuss OSLC's financial state, funds, the plan for the use of the Capital Campaign moneys (funds currently still on hold since 2017), and future potential building maintenance needs (adding Building Maintenance Fund in future Budget...but haven't been able to do that in the past with the current Budget's numbers).
- c) BY CONSENT, "2021 OSLC Mission and Ministry Budget" [ATTACHMENT C] was APPROVED (with proposed changes added below) by the board and will be added to the Semi-Annual Ballot.
  - i. ACTION ITEM: Betsy Jones will contact Dave Hance to remove sentences on the last page of the Proposed Budget for the final draft being added to the Semi-Annual Meeting.
- d. There was a quick review of "Attendance & Offering Status Update" [ATTACHMENT D].
- e. The "Staff Reports to Board (for October 2020 Governing Board Meeting)" [ATTACHMENT E] is included in meeting packet. No verbal update was given.
  - i. In light of the newly implemented OSLC COVID-19 Committee, the Board APPROVED that OSLC acknowledges state recommended guidelines when making decisions.
    - a) ACTION ITEM: Betsy Jones will contact Marsha DesLauriers about posting current guidelines somewhere in the church (possibly the entry doors, bulletin boards, and church office).
- f. The "Board of Elders 4th Quarter Update" [ATTACHMENT F] is included in the meeting packet. No verbal update was given.
- g. The "ND District Convention OSLC Lay Delegate Names" [ATTACHMENT G] was looked at and the board agreed to select Jon Dodd as the OSLC's Lay Delegate at the LCMS North Dakota District Convention held on Jan. 24-27 in Fargo.
  - i. ACTION ITEM: Pastor Trampe will inform Jon of his being selected and will direct him to the online Voting Delegate Registration Form at <http://www.nodaklcms.org/convention-2021/>.
- h. The "OSLC Assets Summary 09-30-20" [ATTACHMENT H] was an aide while Chairman Dave Niess gave the following assets update:
  - i. Kitchen Trailer and 3 Bunk Trailers
    - a) Letter Mailed on 9-2-20 to Rev. Robert Wurst, the current volunteer manager for LCMS Disaster Response. Rev. Robert Wurst forwarded the letter to Rev. Michael Meyer from LCMS Disaster Response and Dave Niess is in communication with him about details regarding the four items and is waiting to hear back from Rev. Myer.
  - ii. Bravo Tool Trailer
    - a) The trailer Idle and not being used at OSLC since it is a LCMS Disaster Response item.
    - b) ACTION ITEM: Dave Niess will contact Rev. Michael Meyer about OSLC possibly keeping, repurposing, and using that trailer making it no longer an LCMS Disaster Response asset but solely an OSLC asset.
  - iii. 16 Passenger Van (1999 Ford Econoline)
    - a) Sold at auction on 9/16/20 via Northern Auto Auction Sales for \$545 with moneys added to the General Fund.
    - b) Marsha DesLauriers has removed it from insurance via call and email on 9/28/20.
  - iv. Water Damage in LHLH Rooms (see LHLH Report-ATTACHMENT A and section "b. i. d) of these Minutes located above)
  - v. Ryan Schaan shared how he has sent OSLC's John Deere Gator to John Deere in Minot to have the carburetor cleaned and tuned.

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- i. The proposed “2021 Local Mission Organizations List” [ATTACHMENT I] was reviewed and APPROVED by the board to be included in the Semi-Annual Meeting Ballot.
- j. The proposed “2021 OSLC Ministry Milestones” [ATTACHMENT J] submitted by the Ministry Milestones Development Team was reviewed and APPROVED by the board to be included in the Semi-Annual Meeting Packet.
- k. The proposed “2021 Governing Board and Board of Elders Nominees” [ATTACHMENT K] submitted by the Nominating Committee was reviewed and APPROVED by the board to be included in the Semi-Annual Meeting Ballot.
- l. The proposed “2021 Governing Board Timeline” [ATTACHMENT L] was quickly reviewed and APPROVED by the board.
- m. The “2-Year Terms for Governing Board and Board of Elders” [ATTACHMENT M]” was reviewed. The board APPROVED to send a written request to the LCMS ND District Board of Directors for approval at their 10/30/20 meeting AND add a measure to the OSLC’s Semi-Annual Meeting Ballot to get OSLC Voter’s Assembly approval in regards to changing OSLC’s bylaws in the constitution to say “alternating two-year terms” instead of “annual terms” for both the Governing Board and the Board of Elders...to continue the process we have already been practicing under resolution.
  - i. ACTION ITEM: Pastor Trampe, Dave Niess, and Betsy Jones will work together to implement said two items above.
- n. The board APPROVED to send a written request to LCMS ND District Board of Directors for approval at their 10/30/20 meeting AND add measure in OSLC’s Semi-Annual Meeting Ballot to change OSLC’s Bylaws in the Constitution about allowing Absentee Votes to be considered present for Voter’s Assembly Meetings. Absentee Votes are typically allowed the week prior to the meeting up until the end of the day before the meeting. The change will be made to 7.4 of Constitution and add “, to include absentee ballots.”
  - i. ACTION ITEM: Pastor Trampe, Dave Niess, and Betsy Jones will work together to implement said item above about Absentee Votes considered Voters present...to continue the process we have already been practicing.
- o. Dave Niess read a letter he received from ND District President Arie Bertsch about Convention Mission Offering for Wittenburg Chapel in Grand Forks.
  - i. ACTION ITEM: Dave Niess and Pastor Trampe will discuss OSLC plans regards to this special offering.
- p. Upcoming Items/Dates of Interest:

<b>NOVEMBER</b>	<b>Information Meeting Prior to Semi-Annual</b> [Overview of Semi-Annual Packet (including Staff Update); Q&A; Provide Childcare; Hance CPA present for budget questions]	11-8-20 (Sunday 6:30-7pm) (1 week prior to Semi-Annual Meeting)
	<b>Semi-Annual Congregational Meeting</b> [Give 6-month update to congregation; Elect next year’s Governing Board Members and Board of Elders; Approve next year’s Mission and Ministry Budget; Select 3 Local Mission Organizations]—Also added to the ballot this year “Annual Terms to 2-year Terms” and “Recognizing absentee ballots as present at voter’s assemblies”	11-15-20 (Sunday with balloting after each service) <i>Nominating Committee man voting table.</i>
<b>DECEMBER</b>	<b>2021 Governing Board Member Welcome (Meal &amp; Training Meeting)</b> [Review Guiding Principle Documents and Vote to elect Chairman, Vice Chairman, Officer of Finances, and Officer for Documents]	12-1-20 (6pm/Homesteaders)

- q. Closing Prayer done by Dave Niess.
- r. Meeting Adjourned at 10:08 a.m.