

IMMANUEL LUTHERAN CHURCH & SCHOOL

BOARD OF DIRECTORS

MEETING MINUTES

DATE: February 16, 2021
BY: Brandon Charter, Secretary 2021

PRESENT:

Tom Ruff, Chair 2021
Forrest VanNess, Board Member 2022
Anna Brandt, Business Manager
Carol Waddell, Treasure 2022
Jason Auringer, Senior Pastor
Joel Mueller, Vice Chair 2023
Sam Miles, Board Member 2023
Chris Hall, Board Member 2023
Tom Roma, Associate Pastor
Roger Huslage, Board Member 2022

ABSENT:

Allison Dolak, Principal

CC: File - Dropbox
Website

The following minutes express my understanding of the items discussed. Please respond within five days of receipt if any changes are required.

If any action is required, the name indicates the responsible party and the date indicates the due date.

Pastor Auringer led the group in prayer and devotion. The group will read chapter 12 and 13 of "The Lord Told Me" by Rev. Don Matzat for the next meeting.

The BOD reviewed the Senior Pastor's Report including the results from the congregational survey.

The BOD reviewed the Principal's Report.

The BOD reviewed the Business Manager's Report.

Sam Miles asked a question about the insurance information in the report. Anna Brandt responded that she tries to report on the insurance every year in order to share the information.

Carol Waddell reviewed the Treasurer's Report.

Sam Miles made a motion to accept the Treasurer's Report. Joel Mueller seconded and all approved.

The BOD asked questions to Pastor Auringer, Allison Dolak, and Anna Brandt in a town-hall style.

Pastor Auringer brought up our relationship with Lutheran High School of St. Charles. Pastor Auringer would like us to consider increasing our communication with our representative.

Anna Brandt discussed our partnership with St. Paul New Melle. She is working closely with them on financials.

Tom Ruff provided an update on the constitution review. We have not heard back from the district.

Brandon Charter provided an update on the policy for the Medical, Security, Weather plan. Brandon has identified an existing policy that should accommodate the need and will draft up the changes for the next meeting.

Brandon Charter provided an update on the information security policy committee. The committee is currently working to gather information and will begin assessing risks so that a policy can be drafted.

Tom Ruff brought up the balcony/sanctuary committee that was proposed in the voters meeting in January. The BOD discussed candidates to form the committee.

Joel Mueller discussed the upcoming BOD nominating committee.

The BOD discussed the resignation of Debi Demien. The BOD really appreciates the time and effort that she put into her time on the board. The BOD will not be appointing a replacement as there are only 3 months left in the term.

The BOD had a discussion about the church directory. The MLT and BOD will research options and discuss in the next meeting.

The BOD did their self-review.

Sam Miles made a motion to adjourn. Chris Hall seconded and all approved.

The group closed by saying the Lord's Prayer.

Senior Pastor's BOD Report

February

Miscellaneous Ministry Items

Since last meeting: No weddings or funerals

Visitations are being done by Dave R, Tom and me; We are creating a new shut-in list

Current & Upcoming News

The results of the survey are in; we'll be discussing and using this information to help with a ministry plan

Tuesday Bible study continues with the study of Luke

An adult instruction class has been completed; New member welcome this weekend at 8 & 11; 2 baptisms this weekend as well

Youth ministry event for high school on March 14

Lent begins with Ash Wednesday tomorrow, February 17 with 2 services (5 & 7 pm)

Midweek services will follow the normal 3:45 & 6:45 service times

The 6:45 will be livestreamed

Anna is working on a job description which we will use to interview a replacement for her

Mike S was extremely helpful this past Sunday when we had a water issue in the sprinkler room

Capital Campaign beginning May 1, 2021: *Overflowing* based on 2 Cor. 8:1-5

We want you to know, brothers, about the grace of God that has been given among the churches of Macedonia, ² for in a severe test of affliction, their abundance of joy and their extreme poverty have overflowed in a wealth of generosity on their part. ³ For they gave according to their means, as I can testify, and beyond their means, of their own accord, ⁴ begging us earnestly for the favor of taking part in the relief of the saints— ⁵ and this, not as we expected, but they gave themselves first to the Lord and then by the will of God to us.



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Date: **02/16/2021**
To: **Board of Directors**
From: **Carol Waddell, Treasurer**

Legacy Campaign

- PPP interest money returned to Legacy fund

Church and School Ministry

- Jan 2021 church revenue about \$4,500 over Jan 2020 and about \$6000 over budgeted amount but year-to-date revenue about \$9,000 under budget
- Year-to-date church expenses about \$52,000 under budget
- School year-to-date revenue under budget about \$60,000 but school year-to-date expenses are about \$96,000 under budget
- February off to a great start, first week offering was \$38,462



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To: Board of Directors
From: Anna Brandt
Date: Tuesday, 02/16/21

Building / Properties

- Repairs to school classrooms [receptacles, cabinets & bulletin boards, etc. continue on a weekly basis.
- Roof Top Unit # 7 had the motherboard go out [this unit services the music room and the back hall. RTU 1 & 13 also needed minor repairs; RTU 9 is currently down [waiting on part] Pat Skiljan continues to handle our "RTU".
- Exhaust fan has a short in it, Mike is waiting for the roof to clear of any snow/ice to get up on the roof top to check that out [has to go outside the fenced area]. This has been "out" for some time.
- Mike installed the speed bumps along with the signs warning of the speed bumps that we never had installed. My suggestion is to come to a FULL stop before driving over them.

We are currently over our budget for Building & Equipment repairs & maintenance. The building is now nearing 12 years old and therefore more & more repairs are needed. Immanuel has been blessed to have had volunteers to help make repairs to our facilities during this first decade. Mike Schlipp is now working part-time to manage the facilities for Immanuel. Mike is a great addition to the staff.

RECAP OF INSURANCE - Selective Insurance Update Sept 2020 = \$ 21,007
Selective Insurance Update Sept 2019 = \$ 22,827 9.5% increase

Abuse & Molestation Insurance Selective Insurance
Sept to Sept of each year, 9-20-20 renewal cost \$ 2,866
Limits: Per Occurrence \$ 1,000,000 Aggregate Limit \$ 3,000,000
Covers Sexual Abuse, Mental Abuse, Physical Abuse and Emotional Abuse.

Auto Insurance - Selective Insurance
Sept to Sept of each year, 9-20-20 renewal cost \$ 216
Limits: Per Occurrence \$ 1,000,000
Non-Owned Vehicle or a "hired" vehicle [such as a rented vehicle]. Liability damage I cause to others, does not cover damage to my vehicle.

Crime Selective Insurance
\$250 Deductible
Sept to Sept of each year, 9-20-20 renewal cost \$ 268
Limits: \$ 25,000 [5weeks per year double coverage]
Employee thief of money; embezzlement; transfer of funds from an Immanuel Bank account to a Non-Immanuel Account. Disappearance of money.

Commercial General Liability Insurance Selective Insurance
Sept to Sept of each year, 9-20-20 renewal cost \$ 4,757

[See schedule for coverage]

Anything the church would do negligently to cause injury to a person [Slip & Fall] or damage to another person's property. [Example air conditioner falls off roof and lands on a vehicle.] Has "Goodwill" coverage up to \$10,000 per accident, to avoid lawsuits.

Commercial Property Damage

Selective Insurance

Sept to Sept of each year, 9-20-20 renewal cost \$ 9,903 [\$ 454 = Stg Fac]
\$ 5,000 Deductible **[See schedule for coverage]**
Covers damage to our buildings and personal property.

Umbrella Insurance

Selective Insurance

Sept to Sept of each year, 9-20-20 renewal cost \$ 2,997

NON-"SELECTIVE INSURANCE" POLICIES

Employment Practices Liability Insurance

Philadelphia Insurance Co

Jan to Jan of each year, 1-30-21 renewal cost \$ 3,385.00

Limits: Per Occurrence \$ 1,000,000 Aggregate Limit \$ 1,000,000
Anything that arises from an "employment issue" such as:
Wrongful Termination; Discrimination; Sexual Harassment; Failure to Promote etc.

Volunteer Accident Insurance

Philadelphia Insurance Co

Sept to Sept of each year, 9-20-20 renewal cost \$ 300.00

Accident Coverage for medical, to cover any cost that their personal health insurance does not cover. [\$100,000 limit] **In case of a claim call Rik @ 314-303-7083** for him to walk us through the claim process. Death Benefit \$ 25,000 and Dismemberment up to \$ 50,000

Workers Compensation

Hartford Insurance

Sept to Sept of each year, 9-20-20 renewal cost \$ 7,342 – prior to audit

Coverage for employees who are hurt while performing their duties as an employee.

Principal's BOD Report for February 2021 Meeting

- 1) Entrance exams for new students are going well but a few needed to be rescheduled due to weather.
- 2) Our first e-learning day (due to snow) was today! The teachers did an amazing job!
- 3) 8th grade graduation will be on Sunday, May 23rd at 2pm.
- 4) School health report: Our school remains healthy. Everyone is doing their part!
- 5) Lutheran Schools week will be celebrated the second week of March.