

# **IMMANUEL LUTHERAN CHURCH & SCHOOL**

---

## **BOARD OF DIRECTORS**

## **MEETING MINUTES**

**DATE:** July 21, 2020  
**BY:** Brandon Charter, Secretary 2021

**PRESENT:**

Tom Ruff, Chair 2021  
Joel Mueller, Vice Chair 2023  
Forrest VanNess, Board Member 2022  
Anna Brandt, Business Manager  
Debi Demien, Board Member 2021  
Carol Waddell, Treasure 2022  
Jason Auringer, Senior Pastor  
Tom Roma, Associate Pastor  
Sam Miles, Board Member 2023  
Tim Hennessey, Board Member 2023

**ABSENT:**

Roger Huslage, Board Member 2022  
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.

---

The BOD held their officer election. Joel Mueller made a motion to elect Chair (Tom Ruff). Brandon Charter seconded and all approved.

Sam Miles made a motion to elect Secretary (Brandon Charter). Joel Mueller seconded and all approved.

Sam Miles made a motion to elect Vice-Chair (Joel Mueller). Tim Hennessey seconded and all approved.

Pastor Auringer led the group in prayer and devotion. The group will read chapter 2 and 3 of "The Lord Told Me" by Rev. Don Matzat for the next meeting.

The BOD had an open discussion about COVID-19.

The BOD reviewed the Senior Pastor's Report.

Allison Dolak provided a verbal summary of the Principal's Report and draft COVID-19 policy documents via a phone call.

Forrest VanNess asked for details regarding a worker's compensation claim in the event that a teacher was unable to work due to COVID-19. Anna Brandt will reach out to our insurance to find out more details on the topic.

Sam Miles asked for some details regarding the quarantine policy. Allison Dolak provided additional details and explanation.

Joel Mueller asked for details about the attendance options next year. Allison Dolak provided details about the survey results regarding attendance options. The option to have students attend in person was the primary response.

The BOD is in support of the COVID policy documents as reviewed by Allison Dolak. Allison will provide the final revision of the documents to the BOD for a final review.

The BOD reviewed the Business Manager's Report.

Carol Waddell reviewed the Treasurer's Report.

Brandon Charter made a motion to accept the Treasure's Report. Forest VanNess seconded and all approved.

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

Carrol Waddell asked Anna Brandt about the remaining work in the storage shed. Anna Brandt answered with details about the remaining plumbing, concrete work, and other small items.

Joel Mueller asked for some details about the PPP loan. Anna Brandt answered his questions regarding the loan details and the forgiveness terms.

Tom Ruff provided an update that the updates to the constitution will be sent to the District shortly.

Pastor Auringer provided a quick update on St. Paul, New Melle.

The BOD discussed the BOD retreat and COVID concerns. The BOD agreed to not hold a formal retreat this year for various reasons primarily related to COVID.

Anna Brandt presented a housing allowance change for Maxx Fisher. Carroll Waddell made a motion to approve the housing allowance change. Joel Mueller seconded and all approved.

Sam Miles made a motion to adjourn. Tim Hennessey seconded and all approved.

The BOD did their self-review and closed with a prayer.

## **Senior Pastor's Report**

**BOD July 2020**

### **Vacation**

I was on vacation a significant amount of time since our last meeting, so this report will be shorter than normal.

### **Livestream**

Update: 2 new cameras were installed and the kinks are being worked out.

Also working on some legal issues regarding showing faces on livestreams.

### **Worship in person**

As the second wave of COVID-19 cases hit, our attendance has declined significantly.

We are in discussion on when to bring back our regular weekend schedule; stay tuned.

### **Zoom**

Zoom continues along with in person bible study on Tuesdays; making our way through Acts

### **New Melle**

Installation for Maxx Fisher will be on Sunday, August 2, at 3 pm in New Melle. Stay tuned for more details

### **Visits**

These continue to be limited, though I was able to visit 2 members who were near death, and who ultimately did die (Kay & Frank).

### **Balanced Decisions**

The MLT and pastors continue to balance the divide between opinions on COVID. Certainly not all decisions will be applauded, but they are done with the best interest of all people after examining varied professional opinions. Thank you for your patience.



**IMMANUEL LUTHERAN**  
CHURCH AND SCHOOL

632 E. Hwy N  
Wentzville, Missouri 63385  
(636) 327-4416 www.ilcsw.net

**Date: 21 June 2020**  
**To: Board of Directors**  
**From: Carol Waddell, Treasurer**

The following Dash Board Report covers the entire **Fiscal Year by quarter with a Prior Year Comparison**. We ended the fiscal year general giving exceeding our projection by \$39,528 even after 8 weekends of no "in church" services. Leave a Legacy giving fell short of the needed amount therefore funds from the reserve were used to meet the LCEF obligation. We are now in our final year of the Leave a Legacy campaign.

<b>IMMANUEL LUTHERAN CHURCH DASH BOARD</b>			
<b>Three Month General Giving vs Projected General Giving</b>			
	<b>Giving</b>	<b>Projected</b>	<b>Variance</b>
2019-2020	\$ 989,528	\$ 950,000	\$ 39,528
2018-2019	\$ 991,801	\$ 905,000	\$ 86,801
<b>Giving - GENERAL</b>		<b>2020</b>	<b>2019</b>
1 st Qtr Ending Sept 2019	\$	211,422	September 30, 2018 \$ 248,875
2nd Qtr Ending Dec 2019	\$	298,147	December 31, 2018 \$ 279,495
3rd Qtr Ending Mar 2020	\$	243,393	March 31, 2019 \$ 217,588
4th Qtr Ending Jun 2020	\$	236,566	June 30, 2019 \$ 245,843
12-month total	\$	989,528	12-month total \$ 991,801
<b>Due to COVID19 began offering On-Line Giving and Give + app on Smart Phones</b>			
<b>Giving - CAPITAL CAMPAIGN - Mortgage Payment</b>			
1 st Qtr Ending Sept 2019	\$	96,777	September 30, 2018 \$ 112,522
2nd Qtr Ending Dec 2019	\$	106,004	December 31, 2018 \$ 104,689
3rd Qtr Ending Mar 2020	\$	102,743	March 31, 2019 \$ 115,793
4th Qtr Ending Jun 2020	\$	86,520	June 30, 2019 \$ 108,648
12-month total	\$	392,044	12-month total \$ 441,652
<b>LCEF Obligation (12) Mo.</b>	<b>\$</b>	<b>415,674</b>	<b>Obligation (12) Mo. \$ 417,192</b>
<b>Attendance Worship Ser</b>		<b>2020</b>	<b>2019</b>
1 st Qtr Ending Sept 2019		7,931	September 30, 2018 8,640
2nd Qtr Ending Dec 2019		11,797	December 31, 2018 11,701
3rd Qtr Ending Mar 2020		7,621	March 31, 2019 7,676
** 4th Qtr Ending Jun 2020		12,961	June 30, 2019 9,134

12-month total	40,310	12-month total	37,151
<b>** Includes YouTube views</b>			
<b>Attendance Bible Class</b>		<b>2020</b>	
		<b>2019</b>	
1 st Qtr Ending Sept 2019	476	September 30, 2018	477
2nd Qtr Ending Dec 2019	733	December 31, 2018	885
3rd Qtr Ending Mar 2020	1,095	March 31, 2019	308
4th Qtr Ending Jun 2020	810	June 30, 2019	425
12-month total	3,114	12-month total	2,095
<b>Youth</b>		<b>2020</b>	
		<b>2019</b>	
Confirmation	30	Confirmation	31
<b>Baptisms</b>		<b>2020</b>	
		<b>2019</b>	
1 st Qtr Ending Sept 2019	11	September 30, 2018	8
2nd Qtr Ending Dec 2019	12	December 31, 2018	5
3rd Qtr Ending Mar 2020	5	March 31, 2019	9
4th Qtr Ending Jun 2020	0	June 30, 2019	16
12-month total	28	12-month total	38

**Confirmation for 2020 held Live Stream 06-14-20 [Immediate Family in Church]**

Due to COVID 19 Church Services converted to You Tube Recordings eff 3/22/20; Live Streaming 4/05/20 and Services in Sanctuary began on May 17th along with Live Streaming



632 E. Hwy N  
Wentzville, Missouri 63385  
(636) 327-4416 www.ilcsw.net

**To: Board of Directors**  
**From: Anna Brandt**  
**Date: 07/21/20**

#### **Building / Properties**

1. Storage facility – Darwin and his helpers are finishing up the last stage of adding support beams between the bays. By the end of July we should be moving items out of the church/school & MPB buildings. I am awaiting approval from St. Charles County on the plumbing that has been installed for the final concrete to be installed.
2. We will be adding concrete sidewalk from the MPB to the School entrance and a sidewalk from the chapel entrance to the parking lot when the storage facility concrete is completed. On the schedule for July 23<sup>rd</sup> & July 24<sup>th</sup>.
3. Elevator has passed inspection.

#### **Financials**

- I have completed an estimate of our PPP Loan Forgiveness and according to my calculations all the loan should be forgiven. I talked to Missouri Bank about the Loan Forgiveness application and they asked to not submit at this time due to changes to the form issued by SBA. At this time, all the unused funds from the PPP Loan are deposited in LCEF-Joyful Response account.
- Pursuant to the LEAD Initiative Policy 5% was set aside from this year's unspent \$ to continue this program to help Leadership Education. This fund was started with a donation of \$ 4,000. We distributed \$ 2,238 and added \$3,702 back into the fund.
- \$ 9,230 was set aside for concrete work not completed before FYE
- At this time \$ 60,000 was put in capital reserve for the voters to allocate at our September 2020 Voter's Meeting.

#### **Fiscal Year End Recap compared to Budget**

- ❖ ILC's operations were \$ 69,860 to the positive due to revenues meeting the budget and expenses being kept under budget.
- ❖ ILS's operations were \$ 8,217 to the negative due to revenues being under budget.
- ❖ Capital Reserve was \$ 60,000 which left a Net Profit for the year at \$ 1,643

***ATTACHED IS A RECAP of our LCEF Loan Payments & Debt Reduction Payments May 15, 2015 through June 30, 2020***

**Recap of Interest PAID and Leave a Legacy Campaign  
FOR Fiscal Year July 1, 2020 to June 30, 2021**

Principle	Interest	Total Payment	Month of	Dedicated Fund Leave A Legacy	Overage (Shortage)
\$ 13,154.85	\$ 20,092.84	\$ 33,247.69	July_2020		(33,247.69)
		\$ -	Aug_2020		0.00
		\$ -	Sept_2020		0.00
		\$ -	Oct_2020		0.00
		\$ -	Nov_2020		0.00
		\$ -	Dec_2020		0.00
		\$ -	Jan_2021		0.00
		\$ -	Feb_2021		0.00
		\$ -	Mar_2021		0.00
		\$ -	Apr_2021		0.00
		\$ -	May_2021		0.00
		\$ -	June_2021		0.00
\$ 13,154.85	\$ 20,092.84	\$ 33,247.69	<b>TOTALS</b>	\$ -	(33,247.69)

**May 15, 2015 Church/School & MPB Loans Combined \$ 6,664,641**

**Interest Rate 5% for 10 years [Special 4.75% first 5 years thru 5/15/20] NOTE: Dec 2018 interest rate dropped to 4% due to Shared Blessing Program NOTE: June 2020 Interest rate increases to 4.25% through 5/15/2025 [Actual interest rate s/b 5% but still receiving .75 reduction due to Shared Blessing Program]**

Effective 5/15/15 (1) Loan with LCEF for Church/School/MPB	\$ 6,664,641.00	
Less May & June 2015 Debt Reduction Pymt & June Principle Pymt	\$ (10,910.05)	<b>Total Debt</b>
Less July 2015 to June 2016 Debt Reduction Pymts & Principle Pymts	\$ (175,979.22)	<b>Reduction</b>
Less July 2016 to June 2017 Debt Reduction Pymts & Principle Pymts	\$ (193,845.27)	<b>(\$991,369.05)</b>
Less July 2017 to June 2018 Debt Reduction Pymts & Principle Pymts	\$ (183,783.45)	<b>in 5 years</b>
Less July 2018 to June 2019 Debt Reduction Pymts & Principle Pymts	\$ (196,376.69)	
Less July 2019 to June 2020 Debt Reduction Pymts & Principle Pymts	\$ (230,474.37)	

**Loan Balance as of July 1, 2020 \$ 5,673,271.95**

Princ Payments	07/15/20	\$ 13,154.85	07/31/20	
Princ Payments	08/15/21	\$ -	08/31/20	
Princ Payments	09/15/20	\$ -	09/30/20	
Princ Payments	10/15/20	\$ -	10/31/20	
Princ Payments	11/15/20	\$ -	11/30/20	
Princ Payments	12/20/20	\$ -	12/31/20	
Princ Payments	01/15/21	\$ -	01/31/21	
Princ Payments	02/15/21	\$ -	02/28/21	
Princ Payments	03/15/21	\$ -	03/31/21	
Princ Payments	04/15/21	\$ -	04/30/21	
Princ Payments	05/15/21	\$ -	05/31/21	
Princ Payments	06/15/21	\$ -	06/30/21	<b>Current LCEF</b>
PRINCIPLE REDUCTION by payment	\$ 13,154.85	Addtl Princ. Pymt	\$ -	<b>Loan Balance</b>
<b>GRAND TOTAL PRINCIPLE REDUCTION FOR FISCAL YEAR</b>			\$ 13,154.85	<b>\$ 5,660,117.10</b>